



COLUMBIA COUNTY

608-742-9227
FAX: 608-742-9700
TDD: 608-742-9229
E-MAIL: DHHS@co.columbia.wi.us
WEBSITE: www.co.columbia.wi.us

Health and Human Services
2652 Murphy Rd

Mailing Address: P.O. Box 136
Portage, WI 53901-0136

MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING THURSDAY, JULY 7, 2016

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 4:15 p. m., by Chair Teresa Sumnicht. The meeting was publicly noticed, and a quorum was present.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Teresa Sumnicht; Matt Rohrbeck; Nancy Long; John Stevenson; James Brooks; Tom Drury; Kevin Kessler; Dr. Kenneth Oh; Cathy Brunt.

HEALTH & HUMAN SERVICE STAFF PRESENT: Dawn Woodard; Susan Lorenz; Becky Mulhern; Katie Day; Andrea Drew; Shannon Robinson; Gretchen Halvorsen.

OTHERS: Susan Fisher; Corp Counsel; County Board Chair Vern Gove; County Board 1st Vice Chair Mary Cupery; Cathy Karls; Pam Polzer, Dawn Anderson-Mueller, Pauquette; Lyn Jerde, Portage Daily Register.

AGENDA/ADDITIONS/ANNOUNCEMENTS

Chair Sumnicht announced that the following items would be removed from the agenda so that they can be presented first to the Judiciary Committee: Action on Creating Treatment Court, Action on Resolution to Transfer Supervision of OWI Treatment Court to HHS, Action on New Position for 2017 Drug Court Coordinator, and Action on Revised Treatment Court Coordinator Job Description. Director Woodard also asked that the DCF Presentation be removed from the agenda because the presenter was not able to attend the meeting and Director Woodard also requested that the discussion item on Supporting Wellness Opportunities be removed from the agenda. Supervisor Kessler asked that the order of the agenda be made to convene the meeting, take roll, and approve the agenda prior to the public hearing being opened for testimony.

MOTION: TO REMOVE THE DCF PRESENTATION FROM THE AGENDA AND TO POSTPONE THE REMAINING AGENDA ITEMS OF THE JULY 7, 2016 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Kevin Kessler, second by John Stevenson. Motion carried.

CONVENE PUBLIC HEARING

The Annual Public Hearing, to discuss the 2017 HHS budget, was called to order at 4:17 p.m. by Chair Teresa Sumnicht.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
JULY 7, 2016 – PAGE 2**

MOTION: TO OPEN THE PUBLIC HEARING.

Motion by Tom Drury, second by Nancy Long. Motion carried.

HEAR TESTIMONY FOR THE 2017 HEALTH & HUMAN SERVICES BUDGET
No one from the public attended the public hearing.

**MOTION: TO SUSPEND THE PUBLIC HEARING UNTIL 4:30 P.M. THEN CLOSE THE
PUBLIC HEARING IF NO ONE FROM THE PUBLIC ATTENDS.**

Motion by Kevin Kessler, second by James Brooks. Motion carried.

ADJOURN PUBLIC HEARING

MOTION: TO CLOSE PUBLIC HEARING AT 4:37 P.M.

Motion by Tom Drury, second by Cathy Brunt. Motion carried.

Motion: TO CONTINUE WITH REGULAR MEETING AGENDA AT 4:37 P.M.

Motion by Nancy Long, second by James Brooks. Motion carried.

HHS Director Dawn Woodard introduced new DCF social worker Andrea Drew to the Board.

APPROVAL OF MINUTES

**MOTION: TO APPROVE THE MINUTES OF THE JUNE 2, 2016 MEETING OF THE
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.**

Motion by Nancy Long, seconded by Kevin Kessler. Motion carried.

REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report, dated 5/31/2016, were presented to the Board. Supervisor Kessler suggested adding the Comp Time Report as a discussion item to a future agenda to determine the necessity of including it on future agendas.

**CONTRACTS, ADDENDA, BUDGET TRANSFERS, OUTLAY CHANGES,
RESOLUTIONS AND LINE ITEM TRANSFERS**

HHS Director Dawn Woodard presented twelve addenda and one MOU to the Board for approval.

**MOTION: TO AUTHORIZE THE ADDENDA AND MOU AS PRESENTED AND PLACE
THEM AS ATTACHMENTS TO THE MINUTES.**

Motion by Kevin Kessler, second by John Stevenson. Motion carried.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
JULY 7, 2016 – PAGE 3**

ACTION ON LINE ITEM TRANSFER FOR FOLDING MACHINE

Director Woodard presented a request for an automated folding machine to be used by the DSS staff for high volume mailings.

MOTION: TO APPROVE THE LINE ITEM TRANSFER FOR THE FOLDING MACHINE AS PRESENTED.

Motion by Keven Kessler, second by Cathy Brunt. Motion carried.

AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT

ADRC Director Becky Mulhern reported that the ADRC Board continues to have a number of vacancies and requested help from the Board to fill them. Becky reported that the ADRC Board recently approved an updated mission statement for the ADRC and it will appear soon on all of their promotional items. A public hearing for the 5310 grant application will be held on August 11. The 5310 grant funding is used to purchase ADRC vehicles. The State has officially pulled the concept plan for Family Care 2.0 that was being promoted earlier in the year. Becky reported on the latest caseload numbers for Family Care, which include: Care WI 360, ContinuUs 35, IRIS 116. The Soup, Salad, Sandwich bar is continuing to be received well at the Portage Meal Site. The ADRC is still in need of more substitute meal site managers. The ADRC is continuing to offer prevention classes. On September 13 the Car Fit event will occur to help drivers feel more comfortable and safe in their vehicles. The Elder Abuse event at the Court House this year was a success and covered by the local media. Michelle Anderson has started as a new Clerk Typist in the ADRC. Assistant ADRC Director DeeAnn Westerhaus will be retiring on July 22. Recruitment is currently underway for her replacement. Becky reported that GWAAR has accepted and approved the ADRC's Aging Plan. The ADRC is working to expand the dementia friendly communities in the County.

HEALTH OFFICER'S REPORT

Health Officer Susan Lorenz reported on a certificate received by the Division of Health regarding Seal-A-Smile and she shared a picture from the annual Seal-A-Smile Conference held in May in Stevens Point recognizing the program here in Columbia County. The program met 100% of its goals offering free dental services in 13 buildings to 8 different school districts this year providing dental inspections, and applying sealants, varnish and making additional referrals. The program saw 870 kids screened, provided 1830 sealants at a cost of approximately \$100,000, and provided over \$240,000 worth of dental care for free. Susan reported that Public Health Nurse Laura Simonds, who has been with the County for 31 years and provides Public Health visits to the Amish community for outreach, Well Baby, immunizations, well water testing, and fluoride supplements will be speaking at the Wisconsin Public Health Annual Conference in August, along with a Public Health RN from Green Lake County and Marquette County regarding their experiences working with the Amish population.

ACTION ON CLOSING HHS DEPARTMENT FOR THREE HALF-DAY ALL STAFF TRAININGS

HHS Director Woodard requested permission for the agency to close a half-day on September 29 for Safety Training, October 20 for Communication Training with New Leaf Coaching and

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
JULY 7, 2016 – PAGE 4**

Consulting, and November 10 for Trauma Informed Care & Adverse Childhood Experiences training.

MOTION: TO APPROVE CLOSING THE AGENCY FOR THREE HALF-DAY TRAININGS AS PRESENTED.

Motion by Tom Drury, second by Cathy Brunt. Motion carried.

ACTION ON USE OF POP FUNDS MONEY

Director Woodard shared a spreadsheet of the proposed uses for the Pop Fund balance which is currently \$1300. The proposed uses include training costs and supplies for other Department activities.

MOTION: TO APPROVE THE USE OF 2016 POP FUNDS AS PRESENTED.

Motion by Nancy Long, second by Kevin Kessler. Motion carried.

TRAINING REQUESTS

None.

DEPARTMENT STATUS REPORT

Director Woodard reviewed the Department Status Report with the Board. She advised that the reports is produced 3 times a year and also included as a supplement in the HHS annual report.

DISCUSSION ON PUBLIC HEALTH RN POSITIONS ON WAGE SCALE

Director Woodard presented a list of Public Health RN wage scales throughout the State. Director Woodard reported that the Division has performed multiple recruitments without receiving any applications. Director Woodard reported that the position job description has been sent to Carlson Dettman for review of it for placement on the County's wage scale.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard reported on the Denim for Dollars program held on Fridays at HHS. She reported that the program was started by employees to raise money for area causes. In 2016, the funds raised thus far will go towards HHS sponsoring the July 25 Sharing Supper in Portage. Director Woodard also reported on the IMD (Institute for Mental Disease) Rebalancing for emergency detentions which the county is responsible to pay for. Starting July 1, counties can request State reimbursement up to 50% of ED services and will be reimbursed quarterly. Director Woodard reported that the Division of Economic Support will be audited by the State during the month of July to rate our consumer service quality. The State will then report their findings to us.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

MOTION: TO ACCEPT THE H&HS VOUCHERS AS PRESENTED.

Motion by Tom Drury, second by Cathy Smith. Motion carried.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
JULY 7, 2016 – PAGE 5**

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Thursday, August 4, 2016 at 4:15 p.m.

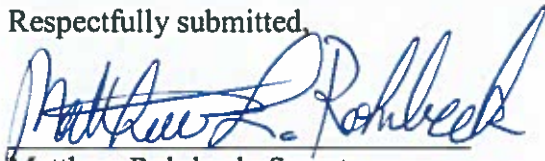
ADJOURNMENT

MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT 6:23 p.m.

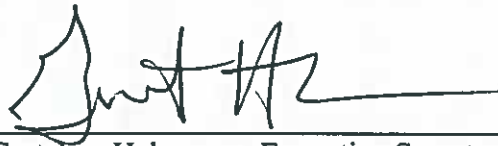
Motion by Tom Drury, second by Cathy Smith. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Thursday, August 4 2016, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

Respectfully submitted,



Matthew Rohrbeck, Secretary
Col. Co. H & HS Board



Gretchen Halvorsen, Executive Secretary
Col. Co. Health & Human Services Dept.

cc: County Board Chair Gove
County Board 1st Vice Chair Cupery
County Board 2nd Vice Chair Foley

gh