



# COLUMBIA COUNTY

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## MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, JULY 14, 2021

### CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 1:00 p.m., by Chair Eric Shimpach. The meeting was publicly noticed.

### ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Eric Shimpach; Barry Pufahl; Denise Brusveen; Keith Miller; Doug Richmond; Tom Borgkvist; Tom Drury; Jessica Smith, RN.

Daniel Gutmann, MD appeared by phone.

HEALTH & HUMAN SERVICE STAFF PRESENT: Heather Gove; Sue Lynch; Ellen Ellingsworth; Gretchen Halvorsen.

OTHERS: Tina Iyama-Kurtycz; Susan Fisher, Corporation Counsel; Cathy Karls, Accounting; Jim Foley, County Board 1<sup>st</sup> Vice Chair; Vern Gove, County Board Chair.

**PUBLIC HEARING: 2022 BUDGET PROPOSAL FOR HEALTH & HUMAN SERVICES**  
Chair Shimpach declared the Public Hearing for the Department's 2022 Budget open at 1:00 p.m. No one from the public provided testimony. Chair Shimpach closed the Public Hearing at 1:01 p.m.

### AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE JULY 14, 2021 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Keith Miller, second by Tom Borgkvist. Motion carried.

### APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE JUNE 9 AND JUNE 16, 2021 MEETINGS OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Barry Pufahl, second by Doug Richmond. Motion carried.

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**PUBLIC INPUT**

Supervisor Richmond asked for an update on the ADRC supplies in storage on the 2<sup>nd</sup> floor of the building, and he also asked for information about HHS mental health professionals working with County law enforcement.

**REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME**

The Department's Comp Time Report and the Expense & Revenue Report, dated 5.31.2021, were presented to the Board.

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

Health & Human Services Director Heather Gove presented three addenda, and a donation list to the Board for approval.

**MOTION: TO APPROVE THE ADDENDA AND DONATION LIST, AND TO PLACE THEM  
AS AN ATTACHMENT TO THE MINUTES.**

Motion by Doug Richmond, second by Tom Drury. Motion carried.

**ODOMETER READINGS ON AGENCY VEHICLES – 2<sup>ND</sup> QUARTER**

HHS Director Gove presented the 2<sup>nd</sup> Quarter odometer readings for all agency vehicles. Supervisor Richmond asked for a new report format comparing mileage from quarter to quarter.

**MOTION: TO APPROVE THE ODOMETER READINGS REPORT AS PRESENTED.**

Motion by Keith Miller, second by Tom Borgkvist. Motion carried.

**2022 BUDGET UPDATE**

Director Gove reported that the Finance Committee established a 0% increase for the County's 2022 budget. She also reported that the 4 position requests identified and approved at last month's meeting were approved and do not have to be ranked for the 2022 budget as none of them involved County levy funding. The positions will move to the next step in the budget process. Cathy Karls notified the Board members that budget books will be available for pickup and review by August 5, which is a week prior to the August HHS Board meeting.

**AGING & DISABILITY RESOURCE CENTER REPORT**

ADRC Director Sue Lynch reported that the State has recently directed all ADRCs to return to full contract service by August 2. For Columbia County, the biggest change will be that functional screens need to be done in person again. Director Lynch reported on the Aging Plan draft that she is working on which will include addressing issues such as social isolation, transportation, and access to a list of low-cost home maintenance services. These issues were identified through surveys and public discussions. Director Lynch announced that the Transportation Coordinator's position has been filled. A public hearing for the 5310 transportation grant application will occur at the next HHS Board meeting in August. If awarded,

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the grant, the ADRC will be purchasing 2 more handicap accessible vans. Director Lynch advised the Board that the Home Delivered Meals program continues to have a high volume of participants and is offering carryout meals besides home delivered meals as the congregate sites continue to remain closed due to the pandemic.

**POSITION REPLACEMENT REQUEST FOR ASSISTANT ADRC DIRECTOR**

HHS Director Gove presented a replacement request for the Assistant ADRC Director due to a resignation.

**MOTION: TO APPROVE THE REPLACEMENT REQUEST FOR THE ASSISTANT ADRC DIRECTOR AS PRESENTED.**

Motion by Barry Pufahl, second by Tom Borgkvist. Motion carried.

**ACTION ON ADRC BOARD APPOINTMENT: ROSEMARY MINNEMA**

Director Gove requested that Rosemary Minnema be appointed to the ADRC Board. ADRC Director Sue Lynch provided background information on the candidate.

**MOTION: TO RECOMMEND ROSEMARY MINNEMA BE APPOINTED TO THE ADRC BOARD.**

Motion by Tom Borgkvist, second by Barry Pufahl. Motion carried.

**HEALTH OFFICER'S REPORT**

Public Health Office Ellen Ellingsworth reported on the COVID outbreaks and COVID vaccination data for Columbia County. Currently, 51.8% of Columbia County residents are fully vaccinated, and 54.4% have received at least one dose. The Division of Health (DOH) continues to work with schools, companies, and community event coordinators to host vaccination clinics throughout the County with the continued help of the national guard. DOH staff have also begun providing COVID vaccinations at the Free Clinic at Wilz Drug, and will be providing vaccinations at the Columbia County Fair. DOH has resumed all vaccination services, TB testing, lead testing, and well water testing, and will begin visits to the Amish in September.

**POSITION REPLACEMENT REQUEST FOR WIC BREASTFEEDING COUNSELOR**

Director Gove presented a request for the WIC Breastfeeding Counselor after the worker, Vanessa Chapman, transferred to the ADRC Transportation Coordinator position.

**MOTION: TO APPROVE THE REPLACEMENT REQUEST FOR THE WIC BREASTFEEDING COUNSELOR AS PRESENTED.**

Motion by Barry Pufahl, second by Tom Borgkvist. Motion carried.

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**TRAINING REQUESTS**

None.

**POSITION REPLACEMENT REQUEST FOR BHLTS SOCIAL WORKER**

HHS Director Gove presented a replacement request for a BHLTS Social Worker due to a resignation.

MOTION: TO APPROVE THE POSITION REPLACEMENT REQUEST FOR THE BHLTS SOCIAL WORKER AS PRESENTED.

Motion by Barry Pufahl, second by Doug Richmond. Motion carried.

**CHAIRPERSON'S REPORT**

No report.

**DIRECTOR'S REPORT**

Health & Human Services Director Heather Gove advised the Board of a Chapter 980 release occurring within the community soon which will incorporate supervised placement. Director Gove reported that she attended her first Overdose Fatality Review meeting this week and updated the Board on the number of crisis calls so far this year to the agency. Director Gove reviewed the current list of openings with the agency and updated the Board about recent transfers within the Department. Discussion followed.

**ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT**

MOTION: TO ACCEPT THE HHS VOUCHER REPORT AS PRESENTED.

Motion by Doug Richmond, second by Tom Drury. Motion carried.

**NEXT MEETING DATE**

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Wednesday, August 11, 2021 at 1:00 p.m. and will include a Public Hearing for review of the ADRC's 5310 Transportation Grant Application.

**ADJOURNMENT**

MOTION: TO ADJOURN THE MEETING AT 1:36 P.M.

Motion by Keith Miller, second by Doug Richmond. Motion carried.

The Columbia County Health & Human Services Board will reconvene for their regular monthly meeting, and a Public Hearing for the ADRC's 5310 Transportation Grant Application, on Wednesday, August 11, 2021 at 1:00 p.m. in Meeting Rooms #2 & #3 of the Columbia County Health & Human Services Building.

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Respectfully submitted,

  
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Tom Borgkvist, Secretary  
Col. Co. H & HS Board

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

- cc: County Board Chair Vern Gove
- County Board 1<sup>st</sup> Vice James Foley
- County Board 2<sup>nd</sup> Vice Chair Bob Koch

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