



COLUMBIA COUNTY

Health and Human Services
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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, SEPTEMBER 13, 2017

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 11:00 a. m., by Chair Teresa Sumnicht. The meeting was publicly noticed.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Teresa Sumnicht; Nancy Long; Kevin Kessler; Tom Drury; John Stevenson; Susanna Bradley; Bev Muhlenbeck.

HEALTH & HUMAN SERVICE BOARD MEMBERS ABSENT: James Brooks; Matt Rohrbeck.

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

OTHERS: Sheila Starr, Paquette; Mary Cupery, Columbia County 1st Vice Chair; Cathy Karls, Jessica Kath, Accounting.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE SEPTEMBER 13, 2017 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE AUGUST 9, 2017 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Susanna Bradley, second by Bev Muhlenbeck . Motion carried.

PRESENTATION OF INTOXICATED DRIVER PROGRAM (IDP) BY SHEILA STARR, PAUQUETTE

Sheila talked about the process of serving IDP clients and provided statistics for the program which is mandatory for anyone in the State of Wisconsin who is convicted of an OWI. The required program assessment is paid for directly from participants and their driver's license is suspended until the assessment is completed.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 13, 2017 – PAGE 2**

REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report dated 7/31/2017 were presented to the Board.

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

Health & Human Services Director Dawn Woodard presented four new contracts and four addenda to the Board for approval.

**MOTION: TO APPROVE THE CONTRACTS AND ADDENDA, AND PLACE THEM AS
ATTACHMENTS TO THE MINUTES.**

Motion by John Stevenson, second by Susanna Bradley. Motion carried.

AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT

ADRC Director Becky Mulhern reported that a public hearing will be held on October 19 for the 85.21 grant application. No word has been received yet on the success of the 5310 grant application. Becky reported that there still has not been a wait list started for the Home Delivered Meal program. Becky reported that the ADRC continues to have funding for Alzheimers caregivers which focuses on providing respite for caregivers. There is a wait list for the National Family Caregiver Support Program funding. Becky reported the State's proposed budget includes an increase of 2% for ADRC transportation funding, and that the SHIP funding is still in the budget without an increase/decrease from last year's funding level. Becky reported that the ADRC Adult Protective Services Social Workers attended the National APS Conference in Milwaukee last week and reported it was a good experience. The Alzheimers/Dementia Alliance Walk was held last weekend and was successful. The HHS-ADRC team was the largest team again this year. The Grapevine Newsletter is now available on line and notifies subscribers when a new edition is available online. Becky is continuing work on the 3-year Aging Plan and still looking for input from the community. Medicare Open enrollment begins in October. The ADRC Network Conference was last week in Middleton and Becky reported attendees received good updates from the State.

ACTION ON APPOINTMENTS TO ADRC BOARD

Becky presented bios on two candidates recommended for replacement membership on the ADRC Board. There still remain additional vacancies for representation of the elderly population on the Board.

**MOTION: TO RECOMMEND APPROVAL OF SARAH LOCHNER TO THE ADRC
BOARD.**

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

**MOTION: TO RECOMMEND APPROVAL OF JOHN PRIMROSE II TO THE ADRC
BOARD.**

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 13, 2017 – PAGE 3**

Motion by Susanna Bradley, second by John Stevenson. Motion carried.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported on a positive test result of West Nile Virus in Columbia County. The State has a Dead Bird Hotline, 800-433-1610, which is active from May 1 - October 31 each year where individuals can report sightings of dead birds for testing of West Nile Virus. Susan reported that Walk for Hope is planned for September 23 at the Portage High School again this year. Participants will receive a free t-shirt with their entry. Susan shared information from Aiming to Inform, a newsletter created by the Division of Health for local medical staff. Susan provided a Zika update to the Board. Mosquitos that carry the disease have been found in WI but no mosquitos with confirmed Zika have been found. Flu shots are now available from DOH for county employees and Board members. The Division also has begun receiving free flu vaccine for children on medical assistance, or with no insurance, or when insurance doesn't cover flu shots. Columbia County's Flu Hotline can be accessed by calling 608-742-9735. Susan reported that the Division is partnering with Columbia County UW-Extension and the Columbia County Land and Water Department to offer well water testing kits for testing drinking water to residents of the Lodi and Westpoint Townships, on Saturday, October 7, from 7:30-8:30 a.m. People can pick up and pay for the kit and perform the test and then on November 14 they can attend a workshop for the results. An education session will begin at 5 p.m. that evening to help interpret results and help them to learn more about the region's ground water quality. Residents in the Townships of Arlington and Leeds will be presented with the same opportunities in February 2018.

TRAINING REQUESTS

None.

ACTION ON POP FUND REQUEST

HHS Director Woodard presented requested usage of the Pop Funds for: All Staff training expenses, Spirit Committee expenses, gift cards for employee appreciation, \$10 towards HHS logowear per employee, and lunch for the TIC 201 training with Scott Webb.

MOTION: TO APPROVE THE POP FUND USAGE REQUESTS AS PRESENTED.

Motion by Susanna Bradley, second by Nancy Long. Motion carried.

DEPARTMENT STATUS REPORT

Director Woodard presented the Department Status Report with statistics from January-June and projections for the remainder of the year regarding services provided and clients served by the Department. A suggestion was made to include comments about large swings in statistics whether increased/decreased. The Board agreed to two updates per year, one midway through the year, and the other incorporated in the Department's Annual Report, which is presented in March.

DIRECTOR'S REPORT

Health & Human Services Director Woodard reported on recent meetings with Northwest

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 13, 2017 – PAGE 4**

Connections, the 24-hour MH/AODA crisis line provider about their challenges in covering our mobile crisis needs seven days a week. NWC is having difficulty hiring mobile workers, thus they are only currently covering about 50% of the time services are actually needed. Dialogue with Dawn sessions started this week as an opportunity for staff to communicate with Dawn about agency matters. Responses from the first session included: “things are better”, better communication, more flexibility, staff enjoy opportunities for growing relationships with fellow workers. Issues identified included: the glass stairwell in the new building and the ability for people on the first floor to view other people’s undergarments upstairs; meal site suggestion to bring back the soup and salad bar and open it to employees; a request for our current parking lot to be higher on the priority list for Buildings & Grounds during the winter months; a request for salt on site for staff to spread when necessary; a suggestion regarding all staff training opportunities to spread them out through the entire year instead of just in the fall. Director Woodard provided an update on a number of goals in the Department’s Strategic Plan per a request by the Board: The Strengths Finder rollout has begun, books have been distributed to all staff, results from the assessments are being gathered, the Strengths Finder language is starting to spread through the Department and it has been accepted well by staff; Performance evaluations for Division Administrators using employee input has begun, staff can provide their comments back to Director Woodard to be addressed and included in the Administrator’s evaluation; Jessica Gilbert, BHLTS CCS Coordinator presented a Mental Health First Aid training in Columbus to address building relationships and involvement with the community.

**ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT
MOTION: TO ACCEPT THE H&HS VOUCHERS AS PRESENTED.**

Motion by Tom Drury, second by John Stevenson. Motion carried.

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Wednesday, October 11, 2017.

ADJOURNMENT

Chair Sumnicht appointed Nancy Long as Acting Secretary for today’s meeting.

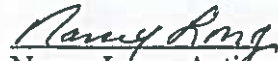
**MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT
12:50 P.M.**

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

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Wednesday, October 11, 2017, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 13, 2017 – PAGE 5**

Respectfully submitted,



Nancy Long, Acting 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