

COLUMBIA COUNTY

Health and Human Services
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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, OCTOBER 13, 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; Denise Brusveen; Keith Miller; Tom Borgkvist; Doug Richmond; Jessica Smith, RN; Barry Pufahl.

Daniel Gutmann, MD appeared by phone.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Tom Drury.

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

OTHERS: Susan Fisher, Corporation Counsel; Jesica Walter, Accounting; Jim Foley, County Board 1st Vice Chair; Vern Gove, County Board Chair.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE OCTOBER 13, 2021 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE SEPTEMBER 8, 2021 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

PUBLIC INPUT

None

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REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue Report, dated 8.31.2021, were presented to the Board.

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

Health & Human Services Director Heather Gove presented four 2021 contracts, one 2022 contract, four 2021 addenda, four 2021 Business Associate Agreements (BAA), one 2022 BAA, and a donation list to the Board for approval.

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

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

ODOMETER REPORT FOR ALL AGENCY VEHICLES

HHS Director Gove presented the quarterly report for vehicle odometers.

MOTION: TO APPROVE THE QUARTERLY ODOMETER REPORT AS PRESENTED.

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

AGING & DISABILITY RESOURCE CENTER REPORT

ADRC Director Sue Lynch reported that the ADRC's Adult Protective Services (APS) social worker attended the statewide APS training this year. The other APS social work position remains vacant. The ADRC is currently recruiting for that position. The part time Transportation Coordinator position was recently filled by a former ADRC Driver, who brings a unique perspective to the position. The Marketing & Outreach position has also been recently filled. November is National Caregiver Month and the ADRC is recognizing it by holding two caregiver retreats this year, one in Portage, and one in Columbus. The ADRC continues to recruit for Drivers. Director Lynch reported that she is working with Reach Out Lodi to discuss a permanent location for the Lodi Meal Site, which had to be temporarily moved. Sue reported that the ADRC has been notified that Columbia County will be receiving \$40,000 for a part time Dementia Specialist starting next year.

**POSITION REQUEST TO INCREASE HOURS OF ADRC ELDER BENEFIT
SPECIALIST**

HHS Director Heather Gove presented a request to increase the hours of the ADRC Elder Benefit Specialist from 37.5 – 40 hours per week during Medicare Open Enrollment, to be paid for from that programs.

MOTION: TO APPROVE THE REQUEST TO INCREASE HOURS OF THE ADRC ELDER
BENEFIT SPECIALIST AS PRESENTED.

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

POSITION REQUEST TO INCREASE HOURS OF ADRC APS SOCIAL WORKER

Director Gove presented a request to increase hours of the Adult Protective Services (APS) social work position from 37.5 to 40 hours per week while the 2nd APS social work position remains vacant. There is money available in the budget for this request due to the vacancy.

MOTION: TO APPROVE THE REQUEST TO INCREASE THE HOURS OF THE ADRC ADULT PROTECTIVE SERVICES SOCIAL WORKER AS PRESENTED.

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

HEALTH OFFICER'S REPORT

Public Health Officer Ellen Ellingsworth reported that cases of COVID continue to rise in Columbia County, with an additional 183 new cases last week. The population with the most confirmed cases in Columbia County currently is the 18 years old and younger group. COVID vaccinations and testing continue around the County through the help of the WI National Guard. This week the National Guard clinic is in Poynette; next week in Cambria. American Packaging in Columbus will be hosting a shot clinic (no testing) on Friday which is open to the public. Public Health is holding COVID shot clinics every Thursday, including booster shots. Ellen reported that the new Health Educator began in her new position at the end of September and has done a great job jumping right in and supporting the Division's efforts. The Health Educator has been assigned the Community Needs Assessment project for 2022. Surveys to begin the assessment process will be sent out soon.

POSITION REQUEST TO INCREASE HOURS FROM 37.5 TO 40 HOURS PER WEEK FOR THE WIC DIET TECH FOR THE REMAINDER OF THE YEAR

Director Gove explained that the increase in hours request was supposed to work in tandem with the new WIC Director beginning, however the candidate offered the job rescinded her acceptance of the position. Discussion followed. Heather advised that the person working in the position is actually working 33.5 hours per week, not 37.5.

MOTION: TO APPROVE THE INCREASE OF HOURS TO 37.5 PER WEEK.

Motion by Doug Richmond, second by Tom Borgkvist. Motion died.

AMENDED MOTION: TO APPROVE THE INCREASE IN HOURS TO 40 HOURS PER WEEK FOR THE REMAINDER OF THE YEAR.

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

REQUEST FOR PUBLIC HEALTH TO PROVIDE FLU SHOTS TO EMPLOYEES

HHS Director Gove presented a request for Public Health to provide flu shots to Columbia County Employees and their families.

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MOTION: TO APPROVE THE REQUEST FOR PUBLIC HEALTH TO ADMINISTER FLU SHOTS AS PRESENTED.

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

TRAINING REQUESTS

None.

POSITION REPLACEMENT REQUEST FOR DIVISION OF CHILDREN & FAMILIES (DCF)

HHS Director Gove presented a replacement request for a DCF social worker due to a resignation.

MOTION: TO APPROVE THE REPLACEMENT REQUEST FOR A DCF SOCIAL WORKER AS PRESENTED.

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

CHAIRPERSON'S REPORT

Chair Shimpach announced that DOT personnel have reported that the road construction on East Wisconsin Street, alongside the HHS building, should be complete by the end of next week.

DIRECTOR'S REPORT

Health & Human Services Director Heather Gove shared her concern about the need for wage increases for several positions in HHS after a rash of resignations, and, the inability to fill vacant positions. Director Gove reported that she has been working with the Human Resources staff to try to address the problem and she requested support from the HHS Board to help resolve it. Director Gove reported that the Executive Committee has approved sign-on bonuses of \$3,000 for Public Health nurses to try to help them fill positions. Director Gove reported on other counties in the surrounding region that are also using similar tools to recruit and retain employees.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

MOTION: TO ACCEPT THE HHS VOUCHER REPORT AS PRESENTED.

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

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Wednesday, November 3, 2021 at 1:00 p.m.

MOTION: TO HOLD THE NEXT MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD ON WEDNESDAY, NOVEMBER 3, 2021 AT 1:00 P.M.

Motion by Barry Pufahl, second by Keith Miller. Motion carried.

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ADJOURNMENT

MOTION: TO ADJOURN THE MEETING AT 1:35 P.M.

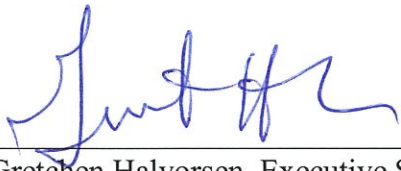
Motion by Keith Miller, second by Doug Richmond. Motion carried.

The Columbia County Health & Human Services Board will reconvene for their regular monthly meeting on Wednesday, November 3, 2021 at 1:00 p.m. in Meeting Rooms #2 & #3 of the Columbia County Health & Human Services Building.

Respectfully submitted,



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



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

cc: County Board Chair Vern Gove
County Board 1st Vice James Foley
County Board 2nd Vice Chair Bob Koch

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