

# COLUMBIA COUNTY

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## MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, DECEMBER 11, 2019

### 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 Susanna Bradley. The meeting was publicly noticed.

### ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Susanna Bradley; Tom Borgkvist; Bev Muhlenbeck; Craig Robson; Nancy Long; Eric Shimpach.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Tom Drury; Keith Miller; Dr. Michael Walters.

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

OTHERS: Cathy Karls, Accounting.

### PUBLIC INPUT

None

### AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE DECEMBER 11, 2019 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

### APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE NOVEMBER 13, 2019 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Eric Shimpach, second by Nancy Long. Motion carried.

### REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report dated 10.31.2019 were presented to the Board.

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

HHS Director Dawn Woodard presented one new 2019 contract and eight 2019 addenda, two 2020 MOUs, nineteen 2020 new contracts, and a total of fifty Business Associates agreements to the Board for approval.

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

Motion by Craig Robson, second by Eric Shimpach. Motion carried.

**AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT**

ADRC Director Becky Mulhern reported the ADRC has finally received the 2 new bariatric vans purchased with 5310 grant funding. She also reported that the ADRC is looking for additional substitute Meal Site Managers and anyone interested should contact her. The new Lodi meal site is operational and has been well attended. The ADRC is considering relocating the Pardeeville meal site out of the library there. Becky reported that the TRIP Council is finally full. Becky provided an update on current caregiver and APS legislation at the State. The Family Care program has been approved for 5 more years. Alzheimer's Advocacy Day is scheduled for February 11; Disability Advocacy Day is scheduled for March 24; and, Aging Advocacy Day is scheduled for May 12. All 3 events will take place at the capitol. The ADRC Holiday Food Drive for home delivered meals clients is ongoing. Donations are being accepted at County buildings, Cascade Mountain, and Walgreens. The GWAAR Nutrition Review, which was to occur this month, had to be rescheduled for January. The full nutrition program will be reviewed by GWAAR at that time. There currently is no wait list for the home delivered meals program. Becky reported that there currently are a few openings on the Nutrition Board and if anyone is interested they should contact her. Becky reported that no prevention classes are currently scheduled due to the winter weather. Elder Awareness Day is scheduled for June 17 at the ADRC. Becky notified the Board that the Relatives Raising Relatives grant, a collaboration between the ADRC and DCF, was awarded to Columbia County. Becky announced that the Tax Prep services typically offered by the ADRC will be offered again this spring but on a very limited basis due to a volunteer shortage. I&A workers have new training requirements in 2020. The ADRC is seeing an increase in I&A services. Becky reported that Open Enrollment for medical coverage has ended and the Elder Benefit Specialist served approximately 600 individuals. The next ADRC Board meeting is scheduled for January 16, 2020.

**ACTION ON APPOINTMENT OF DONNA HILL AND JERRY THOMPSON TO THE  
TRIP COUNCIL**

**MOTION: TO APPROVE THE APPOINTMENTS OF DONNA HILL AND JERRY  
THOMPSON TO THE TRIP COUNCIL**

Motion by Tom Borgkvist, second by Eric Shimpach. Motion carried.

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**ACTION ON INCREASED HOURS FOR PART-TIME I & A POSITION**

HHS Director Woodard requested that the agenda item be tabled until next month.

**HEALTH OFFICER'S REPORT**

Public Health Officer Susan Lorenz reported on an e-coli outbreak as of December 4 being reported by the CDC involving romaine lettuce nationwide. In Wisconsin thus far, 33 cases have been confirmed. In Columbia County, 3 cases have been confirmed. Susan explained the process for reporting such cases to Public Health through the State referral system. Susan also reported on a current outbreak of Pertussis (Whooping Cough) in the Amish community across Columbia, Marquette, and Green Lake counties. The three counties are collaborating on educational messaging to the Amish population to prevent additional spreading of the disease. Public health is also offering vaccinations to the Amish population. Susan advised that young children and the elderly population are most effected by these types of diseases.

**TRAINING REQUESTS**

None.

**DISCUSS DEPARTMENT'S STRATEGIC PLAN**

HHS Director Dawn Woodard discussed the Department's Strategic 5-Year Plan. The Department created the plan in 2014, and each year the management team reviews the progress of the Department according to the plan. In 2020, the Department is proposing requesting the help of the UW-Extension to facilitate the Department's strategic plans for the next 5 years. Director Woodard asked the Board members how much involvement they would like to have in the process and asked them for suggestions about the plan. The Board suggested that a public hearing on the final plan might be of value to the community.

**CHAIRPERSON'S REPORT**

Chair Bradley reported on a possible joint meeting between the HHS Board and the Executive Committee at some point in January.

**DIRECTOR'S REPORT**

HHS Director Dawn Woodard thanked the Board members for the card she received from them while she was on leave. Director Woodard updated the board on the recruiting platforms used to post job openings for the Department. Currently the Department is recruiting for a Behavioral Health Program Coordinator in the BHLTS Division, a Children & Families Supervisor in DCF, a Social Worker in DCF, a Human Service Aide in DES, and a part-time Transportation Coordinator in the ADRC. The final approval for the Marketing & Outreach Coordinator was secured last week. Director Woodard reported that the Crisis program in BHLTS was recertified for 2 years with no deficiencies found, and the audit of the Child Care program in DES was successful with no deficiencies found. Director Woodard updated the Board on the efforts of the Chapter 980 Committee, which is responsible for locating a residence for a sexual offender about

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to be released from Sand Ridge. Thus far, the committee has been unable to locate suitable housing that meets state statute requirements. The search is ongoing.

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

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

Motion by Nancy Long, 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, January 8, 2020 at 1:00 p.m.

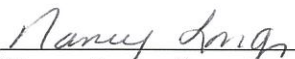
**ADJOURNMENT**

MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT  
2:00 P.M.

Motion by Eric Shimpach, second by Nancy Long. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Wednesday, January 8, 2020 at 1:00 p.m. in Meeting Room #3 of the Columbia County Health & Human Services Building.

Respectfully submitted,

  
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Nancy Long, Secretary  
Col. Co. H & HS Board

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

cc: County Board Chair Gove  
County Board 1<sup>st</sup> Vice Chair Drew  
County Board 2<sup>nd</sup> Vice Chair Foley