

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
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ADMINISTRATION COMMITTEE
Rick Schadewald, Chair; John Vander Leest, Vice Chair
Patrick Hopkins, Jim Murphy, Thomas Peters

SPECIAL ADMINISTRATION COMMITTEE MEETING

WEDNESDAY, DECEMBER 16, 2020

5:45 PM

RESCH CENTER COMPLEX

820 ARMED FORCES DR., GREEN BAY, WI 54304

**** PLEASE NOTE DATE AND TIME ****

Pursuant to Sections 19.85 and 59.094, Wis. Stats, notice is hereby given to the public that a SPECIAL MEETING of the BROWN COUNTY ADMINISTRATION COMMITTEE will be held.

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEM LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.

Comments from the Public

Resolutions & Ordinances

1. Resolution Regarding Table of Organization Change for the Health and Human Services Department – Community Services Division – Social Worker/Case Managers for CLTS Unit.
2. Resolution Regarding Table of Organization Change for the Health and Human Services Department – Public Health Division – 3 Registered Nurses.

Other

3. Such other Matters as Authorized by Law.
4. Adjourn.

Richard Schadewald, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

December 16, 2020

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE
FOR THE HEALTH AND HUMAN SERVICES DEPARTMENT –
COMMUNITY SERVICES DIVISION -
ADD SOCIAL WORKER/CASE MANAGER POSITIONS FOR CLTS UNIT

WHEREAS, a table of organization request was submitted by the Health & Human Services Department-Community Services Division (“Department”); and

WHEREAS, the Wisconsin Department of Health Services (DHS) has mandated that additional clients be taken off waitlists and be provided children’s long-term support services, and has provided additional funding for more positions; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the addition of three (1.0 FTE) Social Worker/Case Manager positions in pay grade I of the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that the following changes to the Department’s table of organization, as described above and below in the Budget Impact section of this resolution, are hereby approved: the addition of three (1.0 FTE) Social Worker/Case Manager positions in pay grade I of the Classification and Compensation Plan, as described above and as below in the Budget Impact section of this Resolution; and

BE IT FURTHER RESOLVED, that, should the funding end, said Positions will end and be eliminated from the Department’s table of organization.

Budget Impact: Health & Human Services Department-Community Services Division

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager \$28.58/hr Position# TBD Hours: 1,957.5	3.0	Addition	\$167,835	\$67,740	\$235,575
State funding from DHS reimbursement					(\$235,575)
Annual Budget Impact					\$0

Partial Budget Impact (1/25/21- 12/31/21)	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager \$28.58/hr Position# TBD Hours: 1,957.5	3.0	Addition	\$154,332	\$62,529	\$216,861
Computer/Setup Costs					\$8,100
State funding from DHS reimbursement					(\$224,961)
Partial Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. Staffing costs will be offset by state funding from the Department of Health Services.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
ADMINISTRATION COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

20-134R
Authored by Health & Human Services
Final Draft Approved by Corporation Counsel's Office



305 E. WALNUT STREET
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RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 12-10-2020
REQUEST TO: **SPECIAL** Human Services Comm, **SPECIAL** Admin Comm and County Board
MEETING DATE: 12/15/2020, 12-16-2020 and 12/16/2020, respectively
REQUEST FROM: Erik Pritzl
Director

REQUEST TYPE: New resolution Revision to resolution
 New ordinance Revision to ordinance

TITLE: RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR THE HEALTH AND HUMAN SERVICES DEPARTMENT – COMMUNITY SERVICES DIVISION - ADD SOCIAL WORKER/CASE MANAGER POSITIONS FOR CLTS UNIT

ISSUE/BACKGROUND INFORMATION:

The department is requesting changes to the Table of Organization to support the addition of three Children’s Long-Term Support (CLTS) Case Manager positions within Health and Human Services. The addition of these positions is necessary to provide services to clients mandated to be served that are coming off a waitlist established by Department of Health Services requirements. This position was not sought earlier as we needed to wait to ascertain what funds are being made available through DHS. There are sufficient monies allocated to Brown County DHHS to offset the costs of the positions, the funding being part of administrative costs associated with the program.

ACTION REQUESTED:

Add three (1.0 FTE) Social Worker/Case Manager positions

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$0
2. Is it currently budgeted? Yes No N/A (if \$0 fiscal impact)
 - a. If yes, in which account?
If no, how will the impact be funded? State Funding/DHS Reimbursement
 - b. If funding is from an external source, is it one-time or continuous?
3. Please provide supporting documentation of fiscal impact determination.

COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

December 16, 2020

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE
FOR THE HEALTH & HUMAN SERVICES DEPARTMENT –
PUBLIC HEALTH DIVISION - REGISTERED NURSES

WHEREAS, a table of organization request was submitted by the Health & Human Services Department (“Department”); and

WHEREAS, the Department currently has three (1.00) FTE Public Health Nurse positions in their table of organization that are current vacant; and

WHEREAS, the Department would like to change the qualifications of the position to allow for applicants with associate nursing degrees to apply, which will help with recruiting and hiring; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the deletion of three (1.00 FTE) Public Health Nurse positions in pay grade J of the Classification and Compensation Plan and the addition of three (1.0 FTE) Registered Nurse positions in pay grade J of the Classification and Compensation plan.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Department’s table of organization, as described above and below in the Budget Impact section of this resolution, are hereby approved: the deletion of three (1.00 FTE) Public Health Nurse positions in pay grade J of the Classification and Compensation Plan, and the addition of three (1.0 FTE) Registered Nurse positions in pay grade J of the Classification and Compensation plan.

Budget Impact: Health & Human Services-Public Health

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Public Health Nurse \$31.63/hr Position# 101.290.060 Hours: 1,957.5	1.0	Deletion	(\$61,917)	(\$28,559)	(\$90,476)
Public Health Nurse \$29.45/hr Position# 102.290.060 Hours: 1,957.5	1.0	Deletion	(\$57,650)	(\$16,950)	(\$74,600)
Public Health Nurse \$31.63/hr Position# 107.290.060 Hours: 1,957.5	1.0	Deletion	(\$61,917)	(\$17,520)	(\$79,437)
Registered Nurse \$28.27/hr Position# Multiple Hours: 1,957.5	3.0	Addition	\$166,020	\$71,568	\$237,588
Annual Budget Impact					(\$6,925)

Fiscal Note: This resolution does not require an appropriation from the General Fund. The anticipated fiscal result of this resolution will be a savings in personnel cost of \$6,925.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
ADMINISTRATION COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

20-135R
Authored by: Health & Human Services Department
Approved by: Corporation Counsel Office

305 E. WALNUT STREET
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RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 12-14-20
REQUEST TO: SPECIAL Human Services, SPECIAL Administration and County Board
MEETING DATE: 12/15, 12/16 and 12/16, Respectively
REQUEST FROM: Erik Pritzl
Director

REQUEST TYPE: New resolution Revision to resolution
 New ordinance Revision to ordinance

TITLE: RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR THE HEALTH & HUMAN SERVICES DEPARTMENT – PUBLIC HEALTH DIVISION REGISTERED NURSES

ISSUE/BACKGROUND INFORMATION:

Recruiting and hiring of Public Health Nurses under the current qualifications requires a Bachelor of Nursing degree, and this excludes other applicants with Nursing degrees who are interested in applying for the position. The department is allowed to employ nurses in Public Health with associate degrees as a mix with Bachelor of Nursing degree staff members.

ACTION REQUESTED:

Delete 3.0 Public Health Nurses; Add 3.0 Registered Nurses

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$(6,925)
2. Is it currently budgeted? Yes No N/A (if \$0 fiscal impact)
 - a. If yes, in which account?
If no, how will the impact be funded?
 - b. If funding is from an external source, is it one-time or continuous?
3. Please provide supporting documentation of fiscal impact determination.

COPY OF RESOLUTION OR ORDINANCE IS ATTACHED