



**“PUBLIC NOTICE OF MEETING”**

**Pursuant to Section 19.84, Wis. Stats., notice is hereby given to  
the public that the following meetings will be held**

**THE WEEK OF  
APRIL 22 – 26, 2024**

**MONDAY, APRIL 22, 2024**

- |          |                              |   |
|----------|------------------------------|---|
| *2:00 pm | Supervised Release Committee | Room 201, Northern Building<br>305 E. Walnut Street |
| *3:30 pm | Housing Authority            | Room 200, Northern Building<br>305 E. Walnut Street |

**TUESDAY, APRIL 23, 2024**

- |          |  |   |
|----------|--|---|
| *5:30 pm | Land Conservation Subcommittee                   | Room 200, Northern Building<br>305 E. Walnut Street |
| *5:45 pm | Planning, Development & Transportation Committee | Room 200, Northern Building<br>305 E. Walnut Street |

**WEDNESDAY, APRIL 24, 2024**

- |          |                          |   |
|----------|--------------------------|---|
| *5:30 pm | Human Services Committee | Room 200, Northern Building<br>305 E. Walnut Street |
|----------|--------------------------|---|

**THURSDAY, APRIL 25, 2024**

- |          |                          |   |
|----------|--------------------------|---|
| *8:30 am | ADRC Board of Directors  | ADRC<br>300 S. Adams Street                         |
| *5:30 pm | Administration Committee | Room 200, Northern Building<br>305 E. Walnut Street |
| *5:30 pm | Mental Health Task Force | Room 201, Northern Building<br>305 E. Walnut Street |

**FRIDAY, APRIL 26, 2024**  
(No Meetings)

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

### SUPERVISED RELEASE COMMITTEE

**SUPERVISED RELEASE COMMITTEE**  
**Formed Pursuant to Wis. Stats. Sec. 980.08**  
**Monday, April 22, 2024**  
**2:00 PM**  
**ROOM 200, NORTHERN BUILDING**  
**305 EAST WALNUT STREET, GREEN BAY, WI 54301**

*The Public may Attend this Meeting **IN-PERSON** by going to Room 200 of the Brown County Northern Building, located at 305 E Walnut St, Green Bay, WI 54301. Social distancing will be practiced, and masks will be available.*

*Committee Members may Attend this Committee Meeting **VIRTUALLY** by utilizing Microsoft WebEx (this provides two-way Audio and Video Access). **PLEASE LOG-IN 15 MINUTES EARLY!** **NOTE: Committee members may Virtually Attend this meeting in any location they desire that has sufficient internet access, and any Committee Member that wishes to may go to Room 200 of the Brown County Northern Building, located at 305 E Walnut St, Green Bay, WI 54301, where they may Virtually log-in to this Virtual Meeting. NOTE: Technical Support will no longer be provided in Room 200. Committee Members needing Technical Support should call the Brown County Department of Technology Services Help Line at (920) 448-4030.***

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

- I. Call Meeting to Order.
  - II. Roll Call and Establishment of Quorum
  - III. Approve/Modify Agenda.
  - IV. Approve/Modify Minutes of Last Meeting (Attached).
  - V. Public Comment
1. Closed Session – Discussion of Specific Supervised Release Cases, as follows:
    - a. OPEN SESSION: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to: 1. Wis. Stats. Sec. 19.85(1)(g), i.e. conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; and 2. Wis. Stats. Sec. 19.85(1)(f), i.e. considering financial, medical, social or personal histories of specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, in particular, to discuss and apply confidential information and statutory factors to specific offender cases to develop potential placements for supervised release per Wis. Stat. Sec. 980.08(4)(dm).
    - b. CONVENE INTO CLOSED SESSION: Pursuant to Wis. Stats. Sec. 19.85(1)(g), the Supervised Release Committee shall convene into closed session to discuss Specific Supervised Release

Cases, including discussing and applying confidential information and statutory factors to Specific Supervised Release cases to develop potential placements for supervised release per Wis. Stat. Sec. 980.08(4)(dm).

- c. RECONVENE INTO OPEN SESSION: The Supervised Release Committee shall reconvene into open session for other action resulting from discussing and applying confidential information and statutory factors to Specific Supervised Release cases to develop potential placements for supervised release per Wis. Stat. Sec. 980.08(4)(dm).
2. Identification of Properties Meeting Statutory Placement Criteria
3. Discussion of Items for Next Agenda.
4. Adjourn.

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**AGENDA**  
**BROWN COUNTY HOUSING AUTHORITY**  
**Monday, April 22<sup>nd</sup>, 2024 at 3:30pm**  
**Brown County Northern Building Room 200**  
**305 E. Walnut St, Green Bay, WI 54301**

**MEMBERS:** Ann Hartman – Chair, Jessica Adams – Vice Chair, John Fenner, Jessica King and Marissa Heim

**ROLL CALL:**

Ann Hartman	_____	John Fenner	_____
Jessica Adams	_____	Jessica King	_____
Marissa Heim	_____		

**APPROVAL OF MINUTES:**

1. Approval of the minutes from the March 25<sup>th</sup>, 2024, meeting of the Brown County Housing Authority.

**COMMUNICATIONS:**

**REPORTS:**

2. Report on Housing Choice Voucher Rental Assistance Program:
  - A. Preliminary Applications
  - B. Unit Count
  - C. Housing Assistance Payments Expenses
  - D. Housing Quality Standard Inspection Compliance
  - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
  - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
  - G. VASH Reports (new VASH and active VASH)
  - H. Langan Investigations Criminal Background Screening and Fraud Investigations
  - I. Quarterly Langan Denials Report
  - J. Quarterly Active Cases Breakdown
  - K. Quarterly End of Participation Breakdown
  - L. Quarterly Customer Service Satisfaction
  - M. Quarterly Update regarding the Landlord Incentive Program

**OLD BUSINESS:**

3. Closed Session: Regarding Service Provider Contract Issues:
  - a. Open Session: **Motion and Record Vote** pursuant to Wis. Stats. Sec 1985(1), **regarding going into Closed Session** pursuant to Wis. Stats. Sec (19.85(1)(e), **for purposes of** deliberating or negotiating the purchasing of public properties, the investing of public funds, or **conducting other specified public business, whether competitive or bargaining reasons require a closed session (Regarding Service Provider Contract Issues)**;
  - b. Convene in to Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1), the Authority shall convene into Closed Session pursuant to Wis. Stats. Sec 19.85(1)(e), the purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (regarding Service Provider Contract Issues); and
  - c. Reconvene into Open Session: The Authority shall reconvene into Open Session for possible voting and/or other action regarding the above mentioned matters that were discussed in closed session, and/or regarding other Agenda items.

**NEW BUSINESS:**

4. Consideration with possible action on the approval of the Brown County Housing Authority's Utility Allowance Scheduled effective July 1<sup>st</sup>, 2024.

**BILLS AND FINANCIAL REPORT:**

5. Consideration with possible action on acceptance of BCHA bills.
6. Consideration with possible action on acceptance of BCHA financial report.

**ADMINISTRATOR'S REPORT AND INFORMATIONAL:**

7. Executive Director's Report
  - a. Upcoming Election of Officers for BCHA

Date of next meeting: **May 20<sup>th</sup>, 2024**

Any person wishing to attend who, because of a disability, requires special accommodation should contact the Brown County Human Resources Office at (920) 448-4065 by 4:30 p.m. the day before the meeting so that arrangements can be made.

**BOARD OF SUPERVISORS**

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**LAND CONSERVATION SUBCOMMITTEE**  
Citizen Rep Stan Kaczmarek

**LAND CONSERVATION SUBCOMMITTEE**  
**TUESDAY, APRIL 23, 2024**  
**5:30 PM**  
**Room 200, Northern Building**  
**305 E. Walnut Street**  
**Green Bay, WI**

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

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Set date, time, and location for regular Land Conservation Subcommittee and Planning, Development & Transportation Committee meetings.
- VI. Approve/Modify Minutes of March 26, 2024.

**Comments from the Public**

**LAND AND WATER CONSERVATION**

1. Director's Report.
  - a. Soil Test Phosphorus Mapping Project.
  - b. Tinedale Farms Expansion.
  - c. AOC Local Leadership Council Formation.
  - d. ARPA Project Update: Project 78 (Cover Crop/No-till Incentive Program), Project 79 (East River Water Trail).

**Other**

2. Such Other Matters as Authorized by Law.
3. Adjourn.

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**PLAN, DEV. & TRANS. COMMITTEE**

**PLANNING, DEVELOPMENT & TRANSPORTATION  
COMMITTEE**

**TUESDAY, APRIL 23, 2024  
Approx. 5:45 PM – To follow Land Con.  
Room 200, Northern Building  
305 E. Walnut Street  
Green Bay, WI**

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

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Approve/Modify Minutes of March 26, 2024.

**Comments from the Public on Non-Agenda Items**

**Consent Agenda**

1. Housing Authority minutes of February 19, 2024.
2. Planning Commission Board of Directors minutes of February 7, 2024.
3. Solid Waste Board minutes of February 26, 2024.
4. Acknowledging the bills.

**Extension**

5. Budget Adjustment Request (24-031): Reallocation between two or more departments, regardless of amount.
6. Director's Report.

**Airport**

7. Director's Report.

**Facilities**

8. Director's Report.

**Planning and Land Services**

9. Director's Report.

### **Highway**

10. Interim Highway Commissioner's Report.

### **Communications**

11. Communication from Supervisor Lund re: Request that the Brown County Highway Commissioner contact WIS DOT to allow Brown County Highway Department to place a more prominent/visible sign on the Bart Starr Memorial Bridge to honor the legendary Green Bay Packer quarterback. *Referred back from last month.*
12. Communication from Supervisor Dantine re: Check the speed limit on County PP around the golf course and subdivisions. *Referred from April County Board.*

**Port & Resource Recovery; Register of Deeds** – No agenda items.

### **Other**

13. Such other matters as authorized by law.
14. Adjourn.

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**HUMAN SERVICES COMMITTEE**

## **HUMAN SERVICES COMMITTEE MEETING**

**WEDNESDAY, APRIL 24, 2024**

**5:30 PM**

**Room 200, Northern Building**

**305 E. Walnut Street**

**Green Bay, WI**

**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.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Set date, time, and location for regular meetings.
- VI. Approve/Modify Minutes of March 27, 2024.

### **Comments from the Public**

1. Review Minutes of:
  - a. Aging & Disability Resource Center of Brown County Board minutes of February 22, 2024.
  - b. Children with Disabilities Education Board minutes of March 21, 2024.
  - c. Human Services Board minutes of February 8, 2024.

### **ADRC**

2. Director's Report.

### **Syble Hopp School**

3. Director's Report.

### **Veterans**

4. Director's Report.

### **Health & Human Services**

5. Executive Director Report / Presentation of 2023 Health & Human Services Annual Report.
6. Financial Report for Community Treatment Center and Community Services.
7. Statistical Reports.
  - a) Monthly CTC Data.
    - i. Bay Haven Crisis Diversion.
    - ii. Nicolet Psychiatric Center.
    - iii. Bayshore Village (Nursing Home).
    - iv. CTC Double Shifts.
  - b) Child Protective Services – Child Abuse/Neglect Report.
  - c) Monthly Contract Update.
  - d) ~~Brown County Public Health Board of Health Report.~~

8. Request for New Non-Contracted and Contracted Providers.

**Standing Items**

9. Report from Mental Health Subcommittee.

**Action Items Including Proposed Resolutions, Ordinances and Budget Adjustments**

10. Discussion and possible action as it relates to an Outreach and Resources Opioid Program in Brown County. *Standing Item.*
11. HHS - Budget Adjustment Request (24-031): Reallocation between two or more departments, regardless of amount.
12. HHS – Budget Adjustment Request (24-041): Reallocation between two or more departments, regardless of amount.
13. HHS - Resolution Regarding Table of Organization Change for the Health & Human Services Department – Community Services Division – Family Support Specialists (24-051R).
14. HHS - Resolution Regarding Table of Organization Change for the Health & Human Services Department – Community Services Division – Payee Services (24-052R).

**Communications** – None.

**Other**

15. Audit of bills.
16. Such other Matters as Authorized by Law.
17. Adjourn.

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**ADRC BOARD OF DIRECTORS  
PUBLIC NOTICE OF IN-PERSON MEETING  
Thursday, April 25th 8:30 AM  
300 S ADAMS ST GREEN BAY WI 54301**

Microsoft Teams Meeting - Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 216 366 153 093 Passcode: 7Cnp5f

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 872-256-4158, 180094851# United States, Chicago

Phone Conference ID: 180 094 851#

*Notice is hereby given that action by the Board may be taken on any items described or listed in this agenda.*

Time	Agenda Item	Handout	Action Required
8:30	1. Pledge of Allegiance/Land Acknowledgement		
8:31	2. Introductions		
8:33	3. Review of the Agenda	Yes	
8:35	4. Approval of the minutes of the regular meeting of March 28 <sup>th</sup> , 2024	Yes	Yes
8:40	5. Comments from the public a. Must be limited to items not on the agenda. b. State name and address for the record c. Comments will be limited to five minutes. d. The Board's role is to listen and not discuss comments or act on those comments at this meeting		
8:45	5. Finance Report, Update and Review		
	a. Review of the February 2024 finance report	Yes	Yes
	b. Review of February Donor Directed Donation	Yes	Yes
9:00	6. ADRC Directors Report		
	a. Eden Weller- Stakeholder Interview- 30 minutes	Yes	
	b. Video Production- Quotes and approval	Yes	Yes
9:50	7. Unit Review: ADRC Nutrition Program Kimmie Dallman	Yes	
10:25	8. Advocacy Opportunities- Announcements- Aging Advocacy Day May 14 <sup>th</sup> !		
10:25	9. Adjourn and Next Meeting: <b>May 23<sup>rd</sup>, 2024,</b>		Yes

Robert Johnson, Chairperson  
Aging & Disability Resource Center of Brown County

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County at (920) 448-4300 two days before the meeting so that arrangements can be made.

**ADRC Vision: All people are valued, celebrated, and connected to a life of possibilities**

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*Brown County*



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**ADMINISTRATION COMMITTEE**

**ADMINISTRATION COMMITTEE MEETING**  
**THURSDAY, APRIL 25, 2024**  
**5:30 p.m.**  
**Room 200, Northern Building**  
**305 E. Walnut Street, Green Bay, WI**

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

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Set date, time, and location for regular meetings.
- VI. Approve/Modify Minutes of April 4, 2024.

**Comments from the Public**

**Consent Agenda**

- 1. Administration – Budget Adjustment Log.
- 2. Audit of the bills.

**Treasurer**

- 3. Director’s Report.

**Child Support**

- 4. Child Support Director’s Report.

**Information Technology**

- 5. IT Director’s Report.

**County Clerk**

- 6. County Clerk’s Report.

**Administration & Human Resources**

- 7. Director’s Report(s).
- 8. Bug Tussel Update.
- 9. Transition ARPA to Loss Revenue Projects.

**Corporation Counsel**

- 10. Oral Report.

**Action Items including Proposed Resolutions, Ordinances, and Budget Adjustments**

11. Legal Bills - Review and Possible Action on Legal Bills to be paid.
12. Resolution to Reauthorize Self-Funded Worker's Compensation.

**Communications**

13. Communication from Supervisor Vander Leest re: Restore dollar amount set forth by Administration Committee to Treasurer that is elected November 2024. *Referred from April County Board.*

**Other**

14. Such Other Matters.
15. Adjourn.

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E-Mail: BC\_County\_Board@browncountywi.gov

Honorable Donald Zuidmulder  
Guy Zima, Eric Hoyer, Ph.D.,  
Eric Drzewiecki, Randy Schultz,  
Rev. Steve Fewell,  
Officer Sheila Carlson

## **MENTAL HEALTH TASK FORCE**

**THURSDAY, APRIL 25, 2024**

**5:30 PM**

**Room 201, Northern Building**

**305 E. Walnut Street**

**Green Bay, WI**

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

- I. Call meeting to order by Chair.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of January 25, 2024.


#### Comments from the Public

1. Meet with the member of Brown County Mental Health Staff (if present) and review any presented data (if applicable).
2. Task Force discussion about recommended next steps for the Task Force and/or what future responsibility/feedback would look like.
3. Such other matters as authorized by law.
4. Adjourn.

Honorable Donald Zuidmulder, Chair

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Public Safety 6:00 pm	2 	3 <del>Ed &amp; Rec 5:00 pm</del> Rescheduled to April 10	4 Admin 5:30 pm	5	6
7	8	9	10 Ed & Rec 5:00 pm	11	12	13
14	15	16 COUNTY BOARD ORGANIZATIONAL MEETING 9:30 am CJCB 12:00 pm	17	18	19	20
21	22	23 Land Con 5:30 pm PD&T 5:45 pm	24 Human Services 5:30 pm	25 Admin 5:30 pm Mental Health Task Force 5:30 pm	26	27
28	29	30				

## BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center Board (February 22, 2024)
- Children With Disabilities Education Board (March 21, 2024)
- Human Services Board (February 8, 2024)
- Supervised Release Committee (January 17, 2024)

**To obtain a copy of Committee minutes:**

[https://www.browncountywi.gov/government/minutes\\_and\\_agendas/](https://www.browncountywi.gov/government/minutes_and_agendas/)

OR

Contact the Brown County Clerk's Department



## PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

February 22, 2024

**PRESENT IN-PERSON:** Terri Gulyas, Amy Bushman, Jim Pecard, Dennis Rader, Eric Seubert, Greg Tilken, Eileen Littig, Amy Barhite, Patrick Hopkins, Marvin Rucker

**PRESENT VIRTUALLY:** None

**EXCUSED:** Robert Johnson, Michael Conley-Kuhagen, Jose Garcia Chevrest

**ALSO PRESENT:** Devon Christianson, Heather Bawyn, Christel Giesen, Mary Schlautman, Sarah Lenhard, Veronica Ninneman, Mary Ellen Murphy, Michelle Erdmann

The meeting was called to order by Vice Chair Gulyas at 8:31AM.

### PLEDGE OF ALLEGIANCE

**INTRODUCTIONS:** Introductions were made around the room and virtually.

**ADOPTION OF AGENDA:** Vice Chair Gulyas reviewed the agenda as presented.

**APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 25, 2024:** Mr. Rader/Supervisor Hopkins moved to approve the minutes for the January 25, 2024, meeting as presented. **MOTION CARRIED with no negative vote.**

**COMMENTS FROM THE PUBLIC:** None

### FINANCE REPORT UPDATE AND REVIEW

#### Review of the December 2023 Finance Report

Ms. Bawyn, Finance Coordinator, reviewed the December 2023 Preliminary Finance Report. Highlights include continued increase in interest income due to reinvestments, nutrition program participation was 16.5% congregate dining and 83.5% home delivered meals, Grounded continues to experience positive trends in sales.

Ms. Littig/Ms. Barhite moved to receive the December 2023 Finance Report and place it on file. **MOTION CARRIED with no negative vote.**

#### Review of Donor Directed Donation

Ms. Bawyn reviewed the Donor Directed Donations Report noting there were no changes in December.

Ms. Bushman /Mr. Pecard moved to receive the December 2023 Donor Directed Donation Report and place it on file. **MOTION CARRIED with no negative vote.**

*Marvin Rucker joined the meeting at 9:09am.*

### BOARD MEMBER FUTURING REPORT: JIM PECARD

Mr. Pecard presented his futuring report, *Challenging the Narrative*, a topic on the current narrative often associated with people with disabilities and their journey for human rights. He highlighted history, data, ablism, discrimination, the Americans with Disability Act (ADA) and strategies to make a positive impact including opportunities for advocacy at the local, state, and national levels.

### ADRC DIRECTOR'S UPDATE

#### Central Kitchen Update

Director Christianson reported that the task force is continuing the pursuit and selection of a developer, plan, partners and funding for the central kitchen and housing project.

The Library and ADRC collaboration RFQ for architectural consultants to assist with the development of conceptual layout options and cost estimates for a space that brings together the functions and customers of the Brown County Central Library and the Aging and Disability Resource Center (ADRC) has been awarded to Berners Schober who will begin preliminary conversations with the partners within the next 30 days.

*Supervisor Hopkins left the meeting at 9:55am.*

#### Complaint and Concern Summary Report

Ms. Giesen provided a summary of the concerns or complaints ADRC of Brown County received in 2023, which included 13 informal, 0 formal complaints and 0 external grievances. All complaints were resolved to the customer's satisfaction without progressing to a formal process.

Ms. Littig/Mr. Rader moved to receive the 2023 Complaint and Concern Summary Report and place it on file.  
**MOTION CARRIED with no negative vote.**

All Agency Meeting

Ms. Christianson announced and referenced flyer for the All-Agency Meeting on Oneida Tribe: Older Adults and Adults with Disabilities featuring Alebra Metoxenon on Tuesday, April 16<sup>th</sup> from 1:30-4:30pm.

**UNIT REVIEW: MARY SCHLAUTMAN, ADRC SERVICES MANAGER**

In her role as ADRC Services Manager, Ms. Schlautman provides leadership the ADRC and Benefit Specialist programs and teams. She provided a review of 2023 data and highlights such as the top reasons customers contact the ADRC which include long term care, home services, public benefits, housing, and private pay services. Ms. Schlautman noted the increase in home visits during the year, discussed the success of the online professional referral form and shared Independent Living Pilot Project success stories.

Ms. Christianson acknowledged the work Mary has done in supporting the transition from two call centers to one and the recent effort to combine the ADRC and Benefit Specialist teams.

*Amy Bushman left the meeting at 10:34am.*

**ADVOCACY OPPORTUNITIES & ANNOUNCEMENTS**

Ms. Christianson encouraged board members participation in the Disability Advocacy Day on March 20, 2024 and Aging Advocacy Day on May 14, 2024. She also noted that the Wisconsin Aging Advocacy Network is partnering with local agencies to plan an in-district legislative event in June.

**NEXT MEETING**

The 2024 ADRC Board of Directors Meeting Calendar was reviewed. **The next ADRC Board of Directors Meeting is Thursday, March 28, 2024 at 8:30AM** at ADRC of Brown County, 300 South Adams Street, Green Bay WI 54301.

Ms. Littig /Ms. Barhite moved to adjourn the meeting. **MOTION CARRIED with no negative vote.**

The meeting adjourned at 10:38AM.

Respectfully Submitted,  
Christel Giesen  
Assistant Director

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: March 21, 2024

Board Members Present: L. Franke, N. Gomes, J. Wieland, K. Lukens, H. Mathes, T. Hansen

Excused:

Others Present: E. Martini, S. Johnson, A. LaBine, N. Kohls, T. Widmer

Action Item: Call to Order

1. J. Wieland called the meeting to order at 4:00 PM.
2. Action Item: Chairman Designee  
**Motion made by L. Franke, seconded by N. Gomes that the board approve J. Wieland as Chairman Designee until the board appointed Chairman, T. Hansen arrives. MOTION CARRIED UNANIMOUSLY.**
3. Public Comment: None
4. Action Item: Approval of Minutes  
**Motion made by N. Gomes, seconded by L. Franke, that the minutes of the February 15, 2024, Board meeting be approved. MOTION CARRIED UNANIMOUSLY.**
5. Action Item: Approval of Amended Agenda  
**Motion made by K. Lukens, seconded by L. Franke, that the amended agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.**
6. Action Item: Donations  
E. Martini presented the March donations.  
**Motion made by H. Mathes, seconded by N. Gomes, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.**
7. Action Item: Payment of Bills  
Disbursements for February 1, 2024, through February 29, 2024, were presented. A. LaBine explained the bills were standard for the month and entertained questions.  
**Motion made by H. Mathes, seconded by K. Lukens, that the payment of bills be approved. MOTION CARRIED UNANIMOUSLY.**
8. Action Item: Financial Report  
Expenditures and revenues for February were reviewed. Esser Funds will be spent by June 30, 2024, for the 2023-2024 school year. Revenues included property tax and the 4<sup>th</sup> payment of Sp. Ed. state aid. General state aid will be coming in June.  
**Motion made by C. Gomes, seconded by L. Franke, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.**
9. Action Item: Resignation  
**Motion made by H. Mathes, seconded by K. Lukens, that the board approves the resignation of Emily Stonelake, BC EC Teacher, for the 2024-2025 school year. MOTION CARRIED UNANIMOUSLY.**
10. Action Item: Hires  
All staffing positions are now filled.  
**Motion made by K. Lukens, seconded by N. Gomes that the Board approves the hiring of Stephanie Hendricks, BCCDEB Instructional Aide, TaMar Scott, BCCDEB Instructional Aide and Jaclyn Rasmussen, BCCDEB Instructional Aide. MOTION CARRIED UNANIMOUSLY.**
11. Action Item: Board Resolution to Start Prior to September 1<sup>st</sup>.  
E. Martini reported that the initial request to DPI for a start date before September 1, 2024 for the

2024-2025 school year was made. On February 19, 2024, DPI asked for more information from the school for their legal team to review. This request came after the February board meeting and the March 21, 2024 meeting was the next scheduled board meeting to pass the updated resolution. E. Martini is working with the school lawyer to gather all additional needed information.

**Motion made by L. Franke, seconded by K. Lukens, that the Board approves the recommendation to start school prior to September 1, 2024, for the 2024-2025 school year. MOTION CARRIED UNANIMOUSLY.**

12. Action Item: Bylaws 0166.1 – Consent Agenda – First Reading

The board had a first reading for adopting a policy that utilizes a consent agenda to group routine items and approve as one action item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions. It was further explained that items within the consent agenda can be removed and made a separate agenda item if a board member makes a motion.

**Motion made by K. Lukens, seconded by H. Mathes, that the Board move the policy forward for a second reading and final approval. MOTION CARRIED UNANIMOUSLY.**

13. Discussion Item: Educator Effectiveness and Evaluation

E. Martini reported that currently the teachers and therapists are evaluated on a three year cycle. Aides are not evaluated. Looking into tools that will include everyone.

14. Discussion Item: Facilities

Working with vendors for submitting quotes for window film. Still in progress.

15. Discussion Item: Administrators Reports

S. Johnson reported –

- Statewide Assessments have begun.
- Camp SOAR registration is now closed. All sessions are full.
- The intake process of potential students is proving to be very beneficial.
- Class lists should be completed by mid-May.
- C. McNichols (IT) is updating our school website to make it ADA accessible.

E. Martini reported –

- Work on the second part of the school policies has begun.

16. Discussion Item: Parent Organization

T. Widmer reported that they held a bookfair during the Spaghetti Dinner and during Parent/Teacher conferences. A healthy snack stand was held during the week for two days. Students were able to purchase snacks, while some students worked on math skills, social skills and vocational skills, like bagging and cleaning up. Another Family Event will take place next month at the De Pere Cinema. Prom is scheduled for April 27<sup>th</sup> and the Golf Outing on June 15<sup>th</sup>.

17. Executive Session: Individual Compensation and Performance Evaluation

The Board will move to executive session as allowed by Wisconsin Statute 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction pursuant to Wis. Stats. Sec. 118.22. **Motion made by L. Franke, seconded by H. Mathes, that the Board move into Executive Session at 4:44 PM. MOTION CARRIED UNANIMOUSLY**

18. Adjournment:

**Motion made L. Franke, seconded by T. Hansen that the March 21, 2024, Brown County Children with Disability Education Board meeting be adjourned at 5:33 PM. MOTION CARRIED UNANIMOUSLY.**

## PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, February 8, 2024, at Brown County Sophie Beaumont Building, Boardrooms A & B; 111 N Jefferson St; Green Bay, WI 54301

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**Present:** Supervisor Tom Lund; Supervisor Dan Theno; Sarah Beckman; Michael Conley-Kuhagen; Kathryn Dykes; Jean Marsch; Laura McCoy

**Excused:** Kara Gruber, Hospital & Nursing Home Administrator; Leslie Ousley

**Also Present:** Jeremy Kral, Executive Director  
Jenny Hoffman, Community Services Administrator  
Eric Johnson, Finance Manager  
Cathy Foss, Office Manager  
Lisa Moreland, Adult Protective Services Supervisor  
Eliza Killian, Behavioral Health Manager

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1. **Call Meeting to Order**  
The meeting was called to order by Chair, Supervisor Tom Lund at 5:00 pm.
2. **Approve / Modify Agenda**  
THENO / McCOY moved to approve the agenda for the February 8, 2024 Human Services Board Meeting. Voice vote taken. Motion carried unanimously without abstentions.
3. **Approve Minutes of January 11, 2024 Human Services Board Meeting**  
MARSCH / McCOY moved to approve the minutes dated January 11, 2024. Voice vote taken. Motion carried unanimously without abstentions.
4. **Public Comment**  
No members of the public attended the meeting.
5. **Presentation by Adult Protective Services Unit**  
Adult Protective Services Supervisor Lisa Moreland, and Behavioral Health Manager Eliza Killian provided an overview of the Brown County Adult Protective Services program.  
  
*A copy of the presentation is attached to the minutes.*
6. **Executive Director Report**  
Executive Director Jeremy Kral provided a verbal report.

As this was Kral's last meeting with the Human Services Board, he thanked the members of the Board for their participation and support to the Health & Human Services department. Kral shared he believes the department has an excellent team of people dedicating their lives, hearts and souls into serving our community. He stated he's grateful to have had the opportunity to serve in the role as Executive Director for the department.

McCOY / CONLEY-KUHAGEN moved to receive and place on file the Executive Director report for February 2024. Voice vote taken. Motion carried unanimously without abstentions.

**7. Community Services Administrator Report**

Community Services Administrator Jenny Hoffman provided a verbal report.

Hoffman shared in addition to all the Adult Protective Services team does on a daily basis, these staff members are extremely helpful when our department is required to respond to the community through Emergency Management. For example, if there is a fire at an apartment complex, we respond to provide resources and connections to the residents.

2024 marks the 50<sup>th</sup> year of our department's Volunteer Recognition banquet; scheduled for the end of April. We have numerous volunteers who serve our Children, Youth & Families program area as well as adults at the Community Treatment Center.

Next week, Eliza Killian (Behavioral Health Manager), two Behavioral Health Supervisors, as well as Hoffman will be presenting on the Brown County HHS Department's Outpatient Behavioral Health Services at the Brown County Homeless and Housing Coalition. Our goal is to provide educational awareness of the services in our Outpatient Clinic and making sure shelters and other service providers are aware of our capacity for psychiatric appointments, therapy, counseling, etc.

Last December there was a Family Recovery Court graduation within our Treatment Courts. There was a mother that went through all four phases of the Family Recovery Treatment Court and was reunited with her children and reconnected other family members.

Hoffman provided an update on vacant positions within Community Services. We have recently filled Social Worker/Case Manager positions within Child Protective Services, Childrens Long Term Support and our CCS Adult Program. We have also been fortunate to fill a psychiatric APNP position starting next week. We have also filled a therapist position and have an offer out to fill our opioid therapist position. We are almost fully staffed in the Outpatient Clinic, with the exception of the vacant psychiatrist position.

Our division has a team participating in PDSA collaborative — Plan Do Study Act — a quality improvement project that is state-sponsored. Our team includes supervisor and staff representatives from numerous units within various program areas. The goal is to assist individuals and families that might have multiple touches from multiple program areas and look to collaborate to ensure we are person- and family-centered and wrapping services around them for better outcomes.

MARSCH / CONLEY-KUHAGEN moved to receive and place on file the Community Services Administrator report for February 2024. Voice vote taken. Motion carried unanimously without abstentions.

**8. CTC Administrator Report including NPC Monthly Report**

Executive Director Kral highlighted the following items from the report.

Community Treatment Center

In January, there was an uptick in respiratory illness within inpatient areas; however, the community now appears to be beginning to trend downward. CTC is working closely with contracted medical team members and the County's IT department for secure, HIPAA-compliant instant messaging technology to provide easy access to our providers 24/7 for inpatient needs.

Nicolet Psychiatric Center / Therapeutic Options Training

Therapeutic Options Training for staff continues with plan to complete by the end of 1<sup>st</sup> quarter.

Bayshore Village Nursing Home

There have been no updates to the proposed rule from the Centers for Medicare and Medicaid Services (CMS) to establish minimum staffing levels for long-term care facilities.

Due to turnover in the Charge Nurse position within Bayshore Village, a review was conducted of the position description with Human Resources. Prior to posting for recruitment, it was determined a better title for this role is Assistant Director of Nursing. There are no changes to the duties, compensation or

scope of practice. The title change aligns the position with like roles in other facilities within the industry and has already proven to be successful with highly qualified candidates inquiring.

DYKES / McCOY moved to receive and place on file the CTC Administrator Report for February 2024. Voice vote taken. Motion carried unanimously without abstentions.

**9. Financial Report for Community Treatment Center and Community Services**

Finance Manager Eric Johnson distributed and highlighted the following items from his report.

As year-end has not closed yet, there are no monthly financial statements at this time. However, we are anticipating a favorable year end at Community Treatment Center mostly due to Medicaid rate increases.

Community Treatment Center

The January census at Bayshore Village and Nicolet Psychiatric Center is lower than budget, but higher at the CBRF, Bay Haven, due to the closure of diversion facility in the community.

Personnel costs through February 3 are slightly higher at 9.6% than the benchmark of 9.3% primarily due premium pay for overtime and incentives due to nursing shortage positions.

Community Services

In Community Services, personnel costs for the first 34 days are right at budget of 9.3%.

CONLEY-KUHAGEN / BECKMAN moved to receive and place on file the February 2024 Financial Report for Community Treatment Center and Community Services. Voice vote taken. Motion carried unanimously without abstentions.

**10. Statistical Reports a, b, & c**

- a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Center/Bayshore Village
- b. Child Protective Services – Child Abuse/Neglect Report
- c. Monthly Contract Update

CONLEY-KUHAGEN / McCOY moved to suspend rules and take items #10 a, b & c together. Voice vote taken. Motion carried unanimously without abstentions.

DYKES / MARSCH moved to receive and place on file Statistical Reports #10a, b & c. Voice vote taken. Motion carried unanimously without abstentions.

**11. Request for New Non-Contracted Provider & New Provider Contract**

McCOY / CONLEY-KUHAGEN moved to receive and place on file Request for New Non-Contracted Provider & New Provider Contract. Voice vote taken. Motion carried unanimously without abstentions.

**12. Adjourn Meeting:**

DYKES / CONLEY-KUHAGEN moved to adjourn. Voice vote taken. Motion carried unanimously without abstentions.

Chair, Supervisor Tom Lund adjourned the meeting at 6:00 pm.

Next Meeting: Thursday, March 14, 2024 at 5:00 pm.

Respectfully Submitted,  
Catherine Foss  
Office Manager

# BOARD OF SUPERVISORS

Brown County



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GREEN BAY, WISCONSIN 54305-3600  
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## SUPERVISED RELEASE COMMITTEE

**SUPERVISED RELEASE COMMITTEE  
MEETING NOTES FOR 01-17-2024  
ROOM 200, NORTHERN BUILDING  
305 EAST WALNUT STREET, GREEN BAY, WI 54301  
Virtual Meeting**

- I. Call Meeting to Order at 2:00 pm by Sam Wagner
- II. Roll Call and Establishment of Quorum: Quorum established. Eliza Killian replacing Ian Agar. Kim Dexter from DHS. Devin Yoder, Alyssa Liebergen, and Sam Wagner present.
- III. Approve/Modify Agenda. No modifications. Motion to approve by Eliza Killian, seconded by Alyssa Liebergen. No opposition. Approved.
- IV. Approve/Modify Minutes of Last Meeting (Attached). Sent out minutes from last meeting on 1/26/23. No modifications. Motion to approve by Devon Yoder, seconded by Alyssa Liebergen. No opposition. Approved.
- V. Public Comment. None
1. Discussion of Specific Supervised Release Cases, as follows:
  - OPEN SESSION: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to: 1. Wis. Stats. Sec. 19.85(1)(q), i.e. conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; and 2. Wis. Stats. Sec. 19.85(1)(f), i.e. considering financial, medical, social or personal histories of specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, in particular, to discuss and apply confidential information and statutory factors to specific offender cases to develop potential placements for supervised release per Wis. Stat. Sec. 980.08(4)(dm).
    - a) A motion to go into closed session was made by Alyssa Liebergen, with a second by Devin Yoder, motion approved. Public excused from the room and door closed.
    - b) Convened into Closed Session and upon completion of business at hand a motion to reconvene was noted below.
    - c) A motion to reconvene in open session was made by Alyssa Liebergen with a second by Kim Dexter. Motion approved and reconvened into open session.
2. Identification of Properties Meeting Statutory Placement Criteria: 2111 N New Franken Road identified as meeting statutory requirements for residence.
3. Discussion of Items for Next Agenda. No further meetings needed and none scheduled.
4. Adjourn. Motion to adjourn by Alyssa Liebergen, seconded by Kim Dexter. Adjourned at 2:15p.m.

Notice is hereby given that action by the 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.