Brown County

305 E. WALNUT STREET
E-Mail: BrownCountyCountyBoard@co.brown.wi.us
P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600 PHONE (920) 448-4015 FAX (920) 448-6221

"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
FEBRUARY 10 - 14, 2020

MONDAY, FEBRUARY 10, 2020

*10:30 am	Harbor Commission	Port & Resource Recovery 2561 S. Broadway
*4:30 pm	Neville Public Museum Governing Board	3rd Fl. Boardroom, Neville Public Museum 210 Museum Place
*5:30 pm	Executive Committee	Room 200, Northern Building 305 E. Walnut Street

TUESDAY, FEBRUARY 11, 2020
(No Meetings)

WEDNESDAY, FEBRUARY 12, 2020
(No Meetings)

THURSDAY, FEBRUARY 13, 2020

*5:15 pm	Human Services Board	Board Rm A, Sophie Beaumont Bldg. 111 N. Jefferson Street

FRIDAY, FEBRUARY 14, 2020
(No Meetings)

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

PORT & RESOURCE RECOVERY DEPARTMENT
Brown County
2561 SOUTH BROADWAY
GREEN BAY, WI 54304
PHONE: (920) 492-4950 | FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

- PUBLIC NOTICE -
BROWN COUNTY HARBOR COMMISSION
Monday February 10th, 2020 – 10:30 am

Brown County Port & Resource Recovery
2561 S. Broadway, Green Bay, WI 54304

Agenda:

1. Call to Order
2. Roll Call
3. Agenda - *Approval/Modification*
4. Minutes from December 16th, 2019 Meeting - *Approval/Modification*
5. Announcements/Communications
6. 2020 Public Communication Plan- *Request for Approval*
7. WDOT Harbor Assistance Program Resolution and Statement of Intentions – *Request for Approval*
8. 2019 Staff Report on Gypsum – *Request for Approval*
9. Environmental Monitoring RFQ – *Update*
10. Beneficial Reuse Project Working Group – *Update*
11. Pulliam Plant – *Update*
12. 2019 End of Season Tonnage Report – *Update*
13. Director's Report – *Update*
14. Acknowledgment of Bills – *Request For Approval*
15. Such Other Matters as Authorized by Law
16. Adjourn

Dean R. Haen – Director
Port & Resource Recovery Department

Any person wishing to attend, who because of disability requires special accommodations, should contact the Brown County Port and Resource Recovery Department at 492-4950, at least two working days in advance of the meeting for special arrangements to be made. Notice is hereby given that action by the Harbor Commission may be taken on any of the items, which are described or listed on the agenda.

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY

BUILDING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

NEVILLE PUBLIC MUSEUM GOVERNING BOARD

AGENDA

February 10, 2020

4:30 p.m.

Neville Public Museum
Boardroom
3rd floor

I. Call meeting to order

II. Approve/modify agenda

III. Museum Directors Report

a. Core Gallery Interpretive Plan Update
b. American Alliance of Museums Reaccreditation Core Document Review
   i. Discussion and possible action regarding the Neville Public Museum's Disaster Preparedness/Emergency Response Plan.
c. Outreach and Advocacy Update
d. Budget Status and Update

IV. Such other matters as authorized by law

V. Adjournment

Kevin Kuehn, Chair

Please contact Beth Lemke at 448-7848 if you cannot attend this meeting

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.

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
E-mail bc_county_board@co.brown.wi.us

EXECUTIVE COMMITTEE
Tom Lund, Chairman, Patrick Moynihan, Jr., Vice-Chairman
Patrick Buckley, Bernie Erickson, Erik Hoyer,
Tom Sieber, John Van Dyck

EXECUTIVE COMMITTEE
Monday, February 10, 2020
5:30 p.m.
Room 200, Northern Building
305 E. Walnut St., Green Bay, WI

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

I. Call meeting to order.
II. Approve/modify Agenda.
III. Approve/modify Minutes of January 6, 2020.

Comments from the Public

1. **Review Minutes of:** None.

Legal Bills

2. Review and Possible Action on Legal Bills to be paid.

Communications

3. Communication from Supervisor Deslauriers re: Pertaining to Brown County Open Records. Because the 2009 Records Retention 'Schedule A' in Brown County Ordinances does not specifically itemize if or how modern forms of commination are saved, I am requesting that Corporation Counsel draft a summary document that will specifically state how Brown County captures and retains emails, text messages, phone call records, videos, and meeting recordings. I am requesting that this summary be presented at the County Board Meeting and be published on the Brown County Website. *Action at December meeting: To hold until the February 2020 Executive Committee meeting.*
4. Communication from Supervisor Tran: Send resolutions to the state in support of abolishing the statute of limitations on reporting of sexual assault. *Referred from January County Board.*
5. Communication from Supervisor Deslauriers: That Brown County cease their use of any messaging or social media platform that has the potential to create official records, until a centralized mechanism is in place to capture the records and safeguard from user deletion. *Referred from January County Board.*
6. Communication from Supervisor Deslauriers: For Corporation Counsel to carry out the request of any County Board Supervisors for Wisconsin Counties Association legal advice or legal opinion on pending or potential County business the Supervisor is working on. This advice being a free member benefit of the WCA. *Referred from January County Board.*
7. Communication from Supervisor Nicholson: Review the ordinance on Public Comments with possible action. *Referred from January County Board.*
8. Communication from Supervisor Borchardt: To recognize January as Human Trafficking month here in Brown Country. *Referred from January County Board.*

Internal Auditor

9. 2020 Status Update: January 1 – January 31, 2020.

Corporation Counsel

10. Oral Report.

Resolutions, Ordinances

11. Resolution Regarding Table of Organization Change for the Health and Human Services Department – Community Services Division Social Worker/Case Manager (CLTS).
12. Resolution Regarding Table of Organization Change for the Health and Human Services Department – Community Treatment Center Division Dietary Unit.
13. Resolution Regarding Table of Organization Change for UW Extension LTE 4-H Program Assistant.
14. Resolution To Approve Gas Line Easement Regarding the Devils River State Trail.
15. Resolution Authorizing County Trunk Highway Jurisdictional Revisions on County Highway S, in the Town of Lawrence, Brown County.

Department of Administration & Human Resources

16. Director of Administration Report.
17. Human Resources Report.

County Executive - No report.

Other

18. Audit of the bills.
19. Such other matters as authorized by law.
20. Adjourn.

Tom Lund, Chair

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. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting. 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.

BROWN COUNTY HEALTH & HUMAN SERVICES
111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600

Erik Pritzl, *Executive Director*

MEETING OF THE HUMAN SERVICES BOARD
Thursday, February 13, 2020
5:15 PM

SOPHIE BEAUMONT BUILDING
111 N JEFFERSON STREET; BOARDROOM A
GREEN BAY, WI 54301

AGENDA

1. Call Meeting to Order
2. Approve/Modify Agenda
3. Approve Minutes of November 14, 2019 Human Services Board Meeting
4. Welcome new Human Services Board Member, Kathryn Dykes
5. Executive Director's Report
   a. January 2020*
   b. February 2020
6. CTC Administrator Report including NPC Monthly Report
   a. January 2020*
   b. February 2020*
7. Re-appointment of Stacy Luedeman to the Psychiatric/Medical Staff Committee
8. Approval of Drug Formulary for Community Treatment Center*
9. Financial Report for Community Treatment Center and Community Services
   a. January 2020*
   b. February 2020
10. Statistical Reports
    a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Center/Bayshore Village
       i. December 2019*
       ii. January 2020*
       iii. February 2020*
    b. Child Protection Services – Child Abuse/Neglect Report
       i. December 2019*
       ii. January 2020*
       iii. February 2020
    c. Monthly Contract Update
       i. January 2020*
       ii. February 2020*

continued on next page

Human Services Board Members:

Tom Lund, County Board Supervisor & Board Chair
Aaron Linssen, County Board Supervisor
Alex Tran, County Board Supervisor
Paula Laundrie, Citizen Board Member & Vice Chair
Craig Huxford, Citizen Board Member
Susan Hyland, Citizen Board Member
Laura McCoy, Citizen Board Member
Kathryn Dykes, Citizen Board Member
VACANT, Citizen Board Member

11. Request for New Non-Contracted Provider & New Provider Contract
    a. January 2020*
    b. February 2020*
12. Adjourn Business Meeting

**Attached as written reports.*

Notices:

Notice is hereby given that action by the Human Services Board may be taken on any of the items, which are described or listed in this agenda

Please take notice that additional members of the Board of Supervisors may attend this meeting of the Human Services Board, 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

Any person wishing to attend the Human Services Board meeting who, because of a disability, requires special accommodations, should contact the Health & Human Services Department at (920) 448-6006 by 4 30 p m on the day before the meeting so arrangements can be made

February

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4 Criminial Justice Coord. Board 8:00 am	5 Public Safety 5:00 pm	6 Admin 5:30 pm	7	8
9	10 Exec Cmte 5:30 pm	11	12	13	14	15
16	17	18 Vets 4:30 pm	19 **COUNTY BOARD 7:00 PM**	20	21	22
23	24 Land Con 6:00 pm PD&T 6:15 pm	25	26 Human Services 6:00 pm	27 Ed & Rec 5:30 pm	28	29

BROWN COUNTY COMMITTEE MINUTES

- Criminal Justice Coordinating Board (February 4, 2020)

To obtain a copy of Committee minutes:

https://www.browncountywi.gov/government/minutes_and_agendas/

OR

Contact the Brown County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY
CRIMINAL JUSTICE COORDINATING BOARD

Pursuant to Section 19.84 Wisconsin Statutes, a regular meeting of the Brown County **Criminal Justice Coordinating Board** was held on Tuesday, February 4, 2020 at 8 am in the Karen H. Dorau Memorial Conference Room at the Brown County Law Enforcement Center, 300 East Walnut Street, Green Bay, Wisconsin.

Members Present:
Judge Tammy Jo Hock
District Attorney Dave Lasee
Public Defender Rep. Tara Teesch
Health and Human Srvc. Exec. Dir. Erik Pritzl
Sheriff Todd Delain
Public Defender Rep. Tara Teesch
Human Services Cmte. Rep. Joan Brusky
Citizen Rep. Robert Srenaski
Jail Captain Heidi Michel
Probation and Parole Rep. Jennifer Hornacek
Criminal Justice Mgr. Mark Vanden Hoogen

Others Present:
District Court Administrator Tom Schappa
Corporation Counsel Dave Hemery
Supervisor for Criminal Justice Services, Laura Hettmann
Family Services Rep. Angela Stueck

Excused:
Citizen Rep. Tim Mc Nulty

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1. **Call Meeting to Order.**

The meeting was called to order by Chair Tammy Jo Hock at 8:03 am.

2. **Approve/modify Agenda.**

Motion made by Joan Brusky, seconded by Dave Lasee to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Approve/modify minutes of December 10, 2019.**

Motion made by Joan Brusky, seconded by Todd Delain to modify the second sentence of the last paragraph of Page 2 of Item 5 to read as follows: "Brusky explained that at a meeting in the past the Chair had to leave early which left the Board to not continue with the meeting due to no Chair and she feels having a Vice Chair would alleviate that situation from happening again." Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Joan Brusky, seconded by Todd Delain to approve as modified. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Jail population numbers (Sheriff).**

Jail Captain Heidi Michel reported the jail is currently at 92% capacity and there are 192 in the Huber center with 59 of those being work release males. There are also 72 out on the EMP program and 23 shipped out to Oconto County.

5. **Review and approve CJCB By-Laws (D. Hemery).**

Corporation Counsel Dave Hemery provided a copy of the proposed By-Laws, a copy of which is attached. The By-Laws include a mission statement which was not on the previous draft. The mission statement is the statewide mission for Criminal Justice Coordinating Boards. The remainder of the document is pretty much the same as what was brought forward at the last meeting. Section A outlines membership and Section B talks about electing officers and some of the officer duties. Hemery noted he also added specific

language giving authorization to form sub or ad hoc committees in Section C. Section D outlines the frequency of meetings. Article V sets forth that Roberts Rules shall control the procedures of the Board unless stated otherwise.

Comparisons were made between the proposed By-Laws and the 1992 resolution and Hemery noted that the 1992 resolution talked more about the duties of this Board rather than the mission. A suggestion was made to include something about rehabilitation of defendants in the mission statement. Brusky felt this was a good idea, however several other members disagreed as they felt that language may be too limiting. It was felt that the language currently being proposed gives a lot of broad authority. Delain added that if we start talking about defendants, victim rights will enter into it and he likes the broader mission being proposed.

Brusky noted that currently County Board staff takes the minutes at these meetings and questioned if language to that effect could be included in the By-Laws. Hemery said once the By-Laws are passed, this group would elect a Secretary who would take the minutes as opposed to County Board staff doing it. He explained further that by Statute the County Clerk takes minutes of the County Board meeting and standing Committees, but is not required to take minutes at sub or ad hoc committees. This process has not been firmly upheld by the County Clerk or Board and Board staff has been pretty helpful with this in the past, but it is not a requirement of the County Clerk's office. It is his opinion that the County Clerk's office is in charge of minutes for the County Board and six standing Committees but not other subcommittees, ad hoc committees, etc. Going forward, any sub or ad hoc committees that are created will be electing their own secretaries to do those duties. Hemery noted the County Clerk could voluntarily agree to have her staff take minutes, but the Clerk has been moving more towards what the statutes require so things are in order when she retires at the end of the year and it is not known what the next Clerk will voluntarily do. Hemery added that minutes can range from simple motion minutes to verbatim minutes and anywhere in between. The minimum requirement is motion minutes, and most counties fall somewhere between motion minutes and verbatim minutes, but verbatim minutes are not done often. Summary minutes are all that are needed to comply with the open meetings laws.

Health and Human Services Director Erik Pritzl asked if the proposed By-Laws go to the County Board for approval. Hemery responded that the By-Laws are approved here and do not go to the County Board. The resolutions that have already passed would still stand.

Motion made by Todd Delain, seconded by Dave Lasee to approve the By-Laws as presented by Corporation Counsel. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

6. Creation of ad hoc committee.

Lasee informed he has spoken with Corporation Counsel regarding this and his (Lasee's) proposal is that in lieu of this Board officially creating an ad hoc committee, that the Board task him individually with looking into ways to improve efficiencies within the criminal justice system and that he then report back to this Board on this issue. This would require him to do the job, but he could utilize different resources, including a small work group of individuals that he reaches out to to provide some support, keeping in mind that that group could not be more than a quorum of this Board. Having Lasee tasked with this and having the ability to pull in resources as needed would allow this to be a little more nimble without having meetings noticed or agendas published which would make it a little more onerous to meet on short notice as well as making it difficult to share information via e-mail. Lasee feels the same things could be accomplished in this fashion as could be with creating an ad hoc committee.

Hemery responded there is a fine line between having a meeting and having a group get together. If a body is created to look at something and report back, open meetings laws must be complied with. However, if you simply task an individual to look into efficiencies and report back, that is fine. Lasee could do that and if he feels he needs to talk to other committee members to get information about efficiencies

and report back, that does not have to be noticed. This is a way he could gather information from members of this body without constraints as to meeting times and things of that nature.

Delain said he supports Lasee's idea for many reasons. He noted that most people in the room have to attend a lot of meetings on a regular basis and he tries to be at all meetings that are formally noticed even though many times some of the issues do not pertain to him and he does not have a lot of input. He does not like to have his time eaten up unnecessarily. Delain added that calendars change and having Lasee tasked with this would allow for meetings to be put together on short notice and additionally, this would allow for a little more flexibility to get information from the different parties on this Board. He feels this would provide the opportunity to get information much quicker than gathering information at a designated monthly meeting. Delain would like to give this a try and if we find out it does not work, we can make an adjustment, but he is in favor of giving it a try.

Citizen Representative Bob Srenaski said it sounds like a great idea and he is glad to see something being done, but noted that Lasee would have to defend this if anything is brought up regarding open meeting laws. Lasee said he has considered the issue of transparency and said he really does not have any issues with that because he does not have any authority to make any changes and everything would have to come back to this Board which also does not have authority to make any changes. Judge Hock added that every time we expect a report, it would be put on the agenda and that would provide transparency. Hemery said this would really not be any different than a department head giving a report at their oversight committee. This would just be an update on efficiencies by Dave Lasee at the meetings. If anyone on the Board has a good efficiency idea, they can let Lasee know to look at it further and then Lasee can report back.

7. Future Agenda Items, if any.

Judge Hock noted that she will add an efficiency report by Dave Lasee on the next agenda. Lasee said he has already met with a lot of people on this and there are a lot of good people on this Board who have good ideas and are willing to provide input and this will be a good opportunity to look at ways to do some things better.

8. Other such matters as authorized by law.

The next meeting date was discussed. Judge Hock said the goal of meeting more often is to accomplish what we have accomplished. We have been talking about the efficiency group and she would like to give Lasee and those he works with the opportunity to meet. Hemery suggested that election of secretary and vice chair should be included on the next agenda. Hemery asked County Board staff to come back to the next meeting as well and this was agreed to. The next meeting will be held on April 8, 2020 at 8:00 am.

9. Adjourn.

Motion made by Todd Delain, seconded by Christopher Zahn to adjourn at 8:30 am. Vote taken.
MOTION CARRIED UNANIMOUSLY

Alicia Loehlein	Therese Giannunzio
Administrative Coordinator	Transcriptionist

PROPOSED BY-LAWS
BROWN COUNTY CRIMINAL JUSTICE COORDINATING BOARD

ARTICLE I: Name

The name of this Board shall be the Brown County Criminal Justice Coordinating Board (CJCB).

ARTICLE II: Creation

The CJCB was formally created by Resolution of the Brown County Board of Supervisors on September 16, 1992.

ARTICLE III: Mission

The CJCB has adopted the mission of the Statewide Criminal Justice Coordinating Council, namely, "*To promote and facilitate the implementation of effective criminal justice policies that maximize justice and the safety of the public.*"

ARTICLE IV: Structure

Section A: Membership

There are seventeen voting members of the CJCB:

1. Chairperson of Public Safety Committee or Designee;
2. Chairperson of Human Services Committee or Designee;
3. Brown County Circuit Court Presiding Judge or Designee;
4. Brown County District Attorney or Designee;
5. State Public Defender Regional Office Manager or Designee;
6. Brown County Sheriff or Designee;
7. Brown County Executive or Designee;
8. Brown County Jail Captain or Designee;
9. Green Bay Police Chief or Designee;
10. State Probation and Parole Division of Community Corrections Region Chief or Designee;
11. Citizen Representative No. 1;
12. Citizen Representative No. 2;
13. Citizen Representative No. 3;
14. Citizen Representative No. 4;
15. Brown County Health and Human Services Department Executive Director or Designee;
16. Brown County Clerk of Court or Designee; and
17. Criminal Justice Manager or Designee.

Citizen Representatives shall be appointed by the Brown County Executive and confirmed by the Brown County Board. Citizen Representatives shall serve two-year, staggered terms (two of the four Citizen Representative terms shall expire on 12-31 of even-numbered years, and the other two terms shall expire on 12-31 of odd-numbered years).

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Section B: Officers

At its first meeting in odd numbered years, the CJCB shall elect a Chair, a Vice-Chair and a Secretary to serve two-year terms. The Chair shall preside at all meetings. The Vice-Chair shall act as the Chair in the absence of the Chair. The Secretary shall prepare the Agenda as directed by the Chair, and shall distribute the Agenda in a timely manner to all members of the CJCB, and to the County Board Office. The Secretary shall take, prepare and distribute the Minutes in a timely manner to all members of the CJCB, and to the County Board Office.

Section C: Subcommittees and Ad Hoc Committees

The CJCB may authorize the formation of Subcommittees and/or Ad Hoc Committees which shall report to the CJCB.

Section D: Meetings

Meetings of the CJCB shall be set by the Chair, and shall take place at least quarterly.

Article V: *Robert's Rules of Order*

Unless contradicted by these By-Laws, Wisconsin Statutes and/or by the Brown County Code of Ordinances, the most recent edition of *Robert's Rules of Order* shall control the procedures and workings of the CJCB.

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