



"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
JANUARY 30 – FEBRUARY 3, 2023**

MONDAY, JANUARY 30, 2023

(No Meetings)

TUESDAY, JANUARY 31, 2023

*6:00 pm Public Safety Committee

Sheriff's Office
2684 Development Drive

WEDNESDAY, FEBRUARY 1, 2023

*5:30 pm Education and Recreation Committee

Room 200, Northern Building
305 E. Walnut Street

*6:30 pm Planning Commission Board of Directors

GB Metro Transportation Center
901 University Avenue

THURSDAY, FEBRUARY 2, 2023

(No Meetings)

FRIDAY, FEBRUARY 3, 2023

(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

PUBLIC SAFETY COMMITTEE

Keith Deneys, Chair
Randy Schultz, Vice Chair
Devon Coenen, Dave Kaster, Andy Nicholson

PUBLIC SAFETY COMMITTEE
TUESDAY, JANUARY 31, 2023
6:00 PM
BROWN COUNTY SHERIFF'S OFFICE
2684 Development Drive, Green Bay, WI

**NOTE: Enter through INVESTIGATIVE entrance
door on south side of building,
around building to left of main entrance.**

**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. Approve/Modify Minutes of January 3, 2023.

Comments from the Public

Consent Agenda

1. Minutes of Brown County Fire Investigation Task Force of October 18, 2022.
2. Minutes of Criminal Justice Coordinating Board of November 1, 2022.
3. Minutes of Local Emergency Planning Committee of November 9, 2022.
4. Public Safety Communications Staffing Report through January 16, 2023.
5. Audit of the bills.

Circuit Courts, Commissioners, Probate

6. Director's Report.

District Attorney

7. District Attorney's Report.

Public Safety Communications

8. Director's Report.

Emergency Management

9. Director's Report.

Clerk of Courts

10. Clerk of Courts Report.

Medical Examiner

11. Medical Examiner's Report.

Sheriff

12. Sheriff's Report.

Action Items Including Proposed Resolutions, Ordinances and Budget Adjustments

13. Public Safety Communications - Budget Adjustment Request (23-051): Any increase in expenses with an offsetting increase in revenue.
14. Medical Examiner - Budget Adjustment Request (22-174): Any increase in expenses with an offsetting increase in revenue.
15. Sheriff - Budget Adjustment Request (23-023): Any increase in expenses with an offsetting increase in revenue.
16. Sheriff - Budget Adjustment Request (23-024): Any increase in expenses with an offsetting increase in revenue.
17. Sheriff - Budget Adjustment Request (23-025): Any increase in expenses with an offsetting increase in revenue.
18. Sheriff- Budget Adjustment Request (23-026): Any increase in expenses with an offsetting increase in revenue.
19. Sheriff - Budget Adjustment Request (23-048): Any increase in expenses with an offsetting increase in revenue.
20. Sheriff - Budget Adjustment Request (23-049): Any increase in expenses with an offsetting increase in revenue.

Communications

21. Update - Communication from Supervisor Deneys: To direct County Administration to come up with options to secure the Brown County Courthouse. Request various options from temporary solutions, to options including stand alone facilities, removal of the downtown jail with new facilities in that area that would include several variations including just a secure entrance to additional courtrooms, additional County office space, etc. *Motion at January 3 meeting: To direct Administration to come up with a resolution to move forward with option two.*
22. Communication from Chairman Buckley: Request the Brown County judges to work with the Sheriff on a list of standard court procedures that can be conducted via zoom (zoom like) to cut down on unnecessary transports for safety and manpower. *Motion at January 3 meeting: To hold for one month.*
23. Communication from Chairman Buckley: Explore the feasibility of adding officer to the drug task force to combat the growing drug problem in the City of Green Bay. *Motion at January 3 meeting: To hold for one month.*

Other

24. Discussion regarding April 2023 meeting date – regular meeting date falls on election day.
25. Such other matters as authorized by law.
26. Adjourn.

Keith Deneys, Chair

If you have a disability and would like to arrange assistance prior to the meeting, please contact the County Board Office via email at BC_County_Board@browncountywi.gov or via telephone at (920) 448-4015.

For access to the elevator at the Sheriff's Office, please press the buzzer in between the front doors or call (920) 391-7450 upon your arrival.

Notice is hereby given that action by the Committee may be taken on any of the items described or listed in this agenda. It is possible additional members of another County Committee/Commission/Board/Entity may attend this meeting, resulting in a majority or quorum of another County Committee/Commission/Board/Entity, but said additional members will only engage in information gathering, as opposed to taking any official actions or exercising the responsibilities, authority or duties vested in them as members of another County Committee/Commission/Board/Entity.

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

EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair
Ron Antonneau, Vice Chair
Jessica Adams, Tom De Wane
Dan Theno

EDUCATION & RECREATION COMMITTEE

WEDNESDAY, FEBRUARY 1, 2023

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. Approve/Modify Minutes of December 7, 2022.

Comments from the Public

Consent Agenda

1. Library Board Minutes of September 15, October 10, October 20 and November 29, 2022.
2. Neville Public Museum Governing Board Minutes of December 12, 2022 and January 9, 2023.
3. Golf Course Budget Status Financial Report for November 2022 – Unaudited.
4. Museum Budget Status Financial Report for November 2022 – Unaudited.
5. NEW Zoo Budget Status Financial Report for November 2022 – Unaudited.
6. Parks Budget Status Financial Report for November 2022 – Unaudited.
7. Audit of the bills.

Golf Course

8. Golf Course Superintendent's Report.

Museum

9. Museum Director's Report.

NEW Zoo and Adventure Park

10. Zoo Director's Report.

Parks

11. Parks Director's Report.

Library

12. Library Director's Report.

Action Items Including Proposed Resolutions, Ordinances and Budget Adjustments

13. Parks – Budget Adjustment Request (23-017): Any increase in expenses with an offsetting increase in revenue.
14. Library – Approval of RFP for ARPA Project #17 – Engineering and Architectural Services for the Central Library HVAC System Replacement using allocated ARPA funds.

Communications – None.

Other

15. Such other matters as authorized by law.
 - i. Next meeting date - March 8, 2023.
16. Adjourn.

John Van Dyck, Chair

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

AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, February 1, 2023 - 6:30 pm
Green Bay Metro Transportation Center
901 University Avenue, Commission Room, Green Bay, WI 54302

Attendees are asked to follow the Centers for Disease Control (CDC) masking recommendations

ROLL CALL:

Paul Blindauer	_____	Mark Handeland	_____	Jonathon LeRoy	_____
Corrie Campbell	_____	Matthew Harris	_____	Dan Lindstrom	_____
Devon Coenen	_____	Phil Hilgenberg	_____	Gary Pahl	_____
Norbert Dantine, Jr.	_____	Pat Hopkins	_____	Dan Segerstrom	_____
Steve Deneys	_____	Elizabeth Hudak	_____	Glen Severson	_____
Dean Erikson	_____	Emily Jacobson	_____	Mark Thomson	_____
Geoff Farr	_____	Dotty Juengst	_____	Nick Weber	_____
Steve Gander	_____	Dave Kaster	_____	Matthew Woicek	_____
Mike Goral	_____	Patty Kiewiz	_____		
Steve Grenier	_____	Joy Koomen	_____		

1. Approval of the minutes of the December 7, 2022, regular meeting of the Brown County Planning Commission Board of Directors.
2. Election of officers to the Brown County Planning Commission Board of Directors (Brown County Planning Commission Bylaws attached).
 - a. President
 - b. Vice President
 - c. Reappointment of the Planning Director as the Secretary-Treasurer of the Brown County Planning Commission Board of Directors
3. **Overview and Public Hearing:** Draft 2040 Brown County Urban Service Area Water Quality Plan.
4. Discussion and action regarding the Draft 2040 Brown County Urban Service Area Water Quality Plan.
5. Approval of the WDNR Water Quality Grant Contract.
6. Presentation and discussion regarding the draft Chapter 21 – Land Division and Subdivision Ordinance update.
7. Brown County’s State Section 85.21 Trust Fund Budget Transfer.
8. Discussion and action regarding the adoption of the Pavement and Bridge Condition Performance Measure Targets for 2022-2025.
9. Discussion and action regarding the adoption of the Travel and Freight Reliability Measure Targets for 2023-2025.
10. Brown County Planning Commission staff updates on work activities during the month of December, 2022 and January 2023.
11. Planning Directors Report.
12. Other matters.


13. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

FEBRUARY 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Ed & Rec 5:30 pm	2	3	4
5	6	7 CJCB 12:00 pm	8	9	10	11
12	13	14 HAPPY Valentine's DAY	15 COUNTY BOARD 7:00 pm	16	17	18
19	20	21 	22 Human Services 5:30 pm	23 Admin 5:30 pm	24	25
26	27 Land Con 5:30pm PD&T 5:45 pm	28				

BROWN COUNTY COMMITTEE MINUTES

- Housing Authority of October 17, 2022
- Human Services Board of November 10, 2022
- Planning Commission Board of Directors of November 2, 2022

To obtain a copy of Committee minutes:

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

OR

Contact the Brown County Clerk's Department

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, October 17, 2022, 3:30 p.m.
Green Bay City Hall Room 604

ROLL CALL:

Corday Goddard- Chair	<u> X </u>	Ann Hartman	<u> X </u>
John Fenner	<u> X </u>	Jessica Adams	<u> X </u>
Melissa Edison	<u> X </u>		

OTHERS PRESENT: Patrick Leifker, Anna Plager (Finance), Megan Walker (ICS), Matt Roberts (ICS), Jake Dittman (ICS), Alex Oestreicher (ICS), Lydia Van Thiel (Greater Green Bay Blueprint Implementation Project Director) & Kathy Meyer

Welcome and Introductions

APPROVAL OF MINUTES:

1. Approval of the minutes from the September 19th , 2022 meeting of the Brown County Housing Authority.
2. Approval of the minutes from the October 13th, 2022 meeting of the Brown County Housing Authority Subcommittee.

A motion was made by J. Adams, seconded by A. Hartman to approve the minutes from the September 19th, 2022 meeting of the Brown County Housing Authority and the October 13th, 2022 meeting of the Brown County Housing Authority Subcommittee. Motion carried.

COMMUNICATIONS:

3. Appointment of Jessica Adams to the Brown County Housing Authority.

A motion was made by A. Hartman and seconded by J. Fenner to receive and place on file. Motion carried.

4. Appointment of Melissa Edison to the Brown County Housing Authority.

A motion was made by A. Hartman and seconded by J. Fenner to receive and place on file. Motion carried.

5. Communication from HUD regarding HCV Leasing Panel Summary.

P. Leifker stated that he and ICS staff participated in a leasing panel call with HUD to discuss our leasing utilization. P. Leifker summarized the information shared and the recommendations made.

Discussion occurred.

A motion was made by J. Adams, seconded by J. Fenner to receive and place on file. Motion carried.

REPORTS:

6. Report on Housing Choice Voucher Rental Assistance Program:

- A. Preliminary Applications
There were 146 preliminary applications for September.
- B. Unit Count
The unit count for September: 2,698.
- C. Housing Assistance Payments Expenses
The September HAP expense totaled \$1,492,402.
- D. Housing Quality Standard Inspection Compliance.
352 total inspections, 42% that passed initial inspection, 17% passed the re-evaluation, 11% were no shows, and 30% failed.
- E. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

In September there were 67 active FSS clients, 49 clients in level one; 12 clients in level two; 5 clients in level three and 1 client in level four. There were 0 new contracts signed, 0 graduates, 51 active escrow accounts and 49 active homeowners.
- F. VASH Reports (new VASH and active VASH)
For September there were 0 new VASH clients, for a total of 38 active VASH clients.
- G. Langan Investigations Criminal Background Screening and Fraud Investigations

For September there were 12 total investigations, 9 active, 3 closed. Approved applications: 70, denied: 6, and pending: 2. Fraud Investigations, all 9 were in Green Bay. Application by Municipality: the majority are in Green Bay followed by De Pere with 6 and Ashwaubenon and Pulaski each had 4.
- H. Quarterly Langan Denials Report.
Disorderly Conduct, Threats to Law Enforcement, Possession of Drug Paraphernalia, Possession of TCH, Domestic Violence, WI DOC Sec Offender Registrant for Life.
- I. Quarterly Active Cases Breakdown.
The majority of households were Head of Household Elderly or Disabled, Second largest group were Head of Household Not Elderly or Disabled with Earned Income, Third largest were Head of Household/Not Elderly/Disabled with No Earned Income and with Dependents, the smallest group were Not Elderly or Disabled with No Earned Income and No Dependents.
- J. Quarterly End of Participation.
In 3rd quarter there were 123 terminations from the program. The largest group is Port-Out Absorbed, second largest group was Voluntary Termination, third largest group was the Family Obligations Violation.
- K. Quarterly Customer Service Satisfaction.
For 3rd quarter, 43% Excellent, 16% Very Good, 28% Good and 11% Poor and 2% Fair.
- L. Program Activity/52681-B (administrative costs, portability activity, SEMAP)
No report.

A motion was made by M. Edison, seconded by J. Fenner to receive and place on file. Motion Carried.

OLD BUSINESS:
NONE

NEW BUSINESS:

7. Consideration with possible action on the approval of the Voucher Payment Standards effective January 1st, 2023.

P. Leifker stated that annually we are required to update our voucher payment standards, they are determined based off of the Fair Market Rents that HUD publishes for our jurisdiction. We are required to adopt a payment standard that is within 90 percent and 110 percent of the HUD published Fair Market Rents.

P. Leifker discussed two proposals. P. Leifker recommended option #2, removal of the Dual Payment Standards with utilization of waivers provided by HUD to allow VPS to be established up to 120% of the published Fair Market Rents for our jurisdiction.

Discussion occurred.

A motion was made by J. Adams, seconded by A. Hartman to approve option #2, removal of the Dual Payment Standards with waivers. J. Fenner abstained from vote. Motion carried.

8. Consideration with possible action on the approval of the recommended members of the BCHA Subcommittee.

P. Leifker stated that currently in our BCHA Subcommittee Charter it identifies that any new members of the subcommittee would have to come before the Board for approval prior to being approved. We have two new members, Lydia Van Thiel, Blueprint Implementation Project Director and Connor Kosmoski, a landlord within the community.

Staff are asking for approval for the two new members.

A motion was made by J. Fenner, seconded by A. Hartman to approve the two recommended members of the BCHA Subcommittee. Motion carried.

9. Consideration with possible action on the recommendations from the BCHA Subcommittee.

P. Leifker reviewed the three action recommendations from the BCHA Subcommittee.

- Revision to the Charter – Allow for the BCHA Subcommittee to approve new members to the Subcommittee without approval from the BCHA Board prior to doing so. New members would be discussed at a subsequent Board meeting, but it would not delay the process for getting positions on the Subcommittee.
- Landlord Signing Bonus Program.
- Utilization of \$250,000 in Administrative Fee Reserves for the Landlord Signing Bonus Program.

Discussion occurred. P. Leifker stated that the intention of the landlord signing bonus program would rollout January 2023.

Discussion occurred regarding funds for advertising the landlord signing bonus program. The decision was to utilize additional administrative funds for the advertisement of the program and not take that from the \$250,000 that was set aside for the landlord signing bonus program. Advertising options will be discussed and brought forth as part of the 2023 Budget processes.

A motion was made by J. Adams, seconded by M. Edison to approve the three action recommendations from the BCHA Subcommittee. J. Fenner abstained from vote. Motion carried.

10. Discussion regarding upcoming 2023 BCHA Budget.

P. Leifker stated staff are in the process of putting together the 2023 budget and asked the Board if there was anything they wanted to include in the budget for consideration.

Discussion occurred on the advertising budget for the landlord signing bonus program. Recommendation is to put the funds directly into the advertising budget and not take out of the administrative fee reserves.

Discussion occurred on whether to include the advertising budget in the BCHA budget or ICS's budget. Consensus is to include in ICS's budget. Discussion occurred on ideas for advertising the landlord signing bonus program.

A motion was made by M. Edison, seconded by J. Adams to direct ICS to include the advertising budget in their proposed budget and bring back an advertising plan to the Board. Motion carried.

P. Leifker stated putting together an entire advertising plan by our next meeting could be a struggle, but could be part of a conversation at the next subcommittee level. Discussion occurred.

P. Leifker recommends 1) Have ICS include advertising for the landlord sign-on bonus program as part of their budget for 2023; 2) Ask the BCHA subcommittee to identify an advertising plan and a request for funds for the remainder of 2022 to utilize for the rest of this year by our next meeting.

Amended motion made and seconded per recommendations. Motion carried.

11. Consideration with possible action to reschedule the November BCHA Meeting.

Discussion occurred regarding possibly rescheduling the November meeting due to a board member having a conflict.

P. Leifker stated that this is our budget meeting, so it is important that we have a quorum to approve the budget.

Discussion occurred.

Upon further checking, the board member no longer has a conflict. Consensus was to keep the November meeting as scheduled for November 14th.

BILLS AND FINANCIAL REPORT:

12. Consideration with possible action on acceptance of BCHA Bills.

P. Leifker reviewed the bills.

A motion was made by J. Fenner, seconded by A. Hartman to accept, and place on file the BCHA bills. Motion carried.

13. Consideration with possible action on acceptance of BCHA financial report.

P. Leifker presented the BCHA financial report.

A motion was made by A. Hartman, seconded by J. Adams to accept the financial report. Motion carried.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

14. Executive Director's Report

C. Goddard stated that he and P. Leifker had a conversation on whether to explore moving the Housing Authority Board meetings to a different location or continue meeting at City Hall.

P. Leifker explained technical difficulties meeting at City Hall.

Discussion occurred.

P. Leifker will explore options and bring back at the next meeting for discussion.

A motion was made by A. Hartman, seconded by J. Fenner to accept, and place on file the Director's report. Motion carried.

Date of next scheduled meeting: **November 14, 2022.**

A motion was made by J. Fenner, seconded by A. Hartman to adjourn the meeting. Motion carried.

Meeting adjourned at 4:35pm

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, November 10, 2022, at Brown County Sophie Beaumont Building, Boardrooms A & B; 111 N Jefferson St; Green Bay, WI 54301

Present: Supervisor Tom Lund; Michael Conley-Kuhagen; Jean Marsch; Leslie Ousley; Supervisor Randy Schultz

Excused: Kathryn Dykes; Laura McCoy; Jeremy Kral, Executive Director

Also Present: Kara Gruber; Hospital & Nursing Home Administrator
Jenny Hoffman; Community Services Administrator
Eric Johnson; Finance Manager
Cathy Foss; Office Manager

1. Call Meeting to Order

The meeting was called to order by Chair, Supervisor Tom Lund at 6:07 pm.

2. Approve / Modify Agenda

SCHULTZ / MARSCH moved to approve the November 10, 2022 agenda.
Voice vote taken. Motion carried unanimously without abstentions.

3. Approve Minutes of October 13, 2022, Human Services Board Meeting

MARSCH / CONLEY-KUHAGEN moved to approve the minutes dated October 13, 2022.
Voice vote taken. Motion carried unanimously without abstentions.

4. Public Comment

No members of the public attended.

5. Executive Director's Report

Executive Director, Jeremy Kral's report was provided in the agenda packet.

SCHULTZ / CONLEY-KUHAGEN moved to receive and place on file the Executive Director's report for November 2022. Voice vote taken. Motion carried unanimously without abstentions.

6. Community Services Administrator Report

Community Services Administrator, Jenny Hoffman, presented division updates in a verbal report.

Executive Director, Jeremy Kral is taking the department through strategic planning sessions, broken into the various program areas. Criminal Justice Services and Children, Youth & Families have been completed, and we received good participation from program area managers and supervisors. Jeremy did a great job facilitating the meetings. This information will roll into a five-year strategic plan for the department.

There continue to be a number of vacancies in Community Services. Some areas with concerning vacancies are Adult Protective Services (APS) which is down half of its staff causing staff to have to work extra hours. We are also having difficulty filling Shelter Care positions. Economic Support Specialists, licensed therapists, counselors and Behavioral Health Supervisors are other areas with numerous vacancies. We want to thank the staff who are pulling the load for the vacancies.

Discussion took place on whether Brown County's wage rate is similar to other counties; the difficulty recruiting experienced personnel at the bottom of the wage ranges; inability to offer signing bonuses like private agencies can; how positions are budgeted; wage adjustments; and tiered positions.

Hoffman stated many licensed professional positions require additional training; we are looking at promoting training dollars being available utilizing ARPA money. Human Resources is also promoting student loan forgiveness for those who work in the public sector for a certain amount of time.

Economic Support is gearing up for policies going back to normal. The State Department is working with local agencies to inform the community utilizing texting and emails to the consumers.

MARSCH / CONLEY-KUHAGEN moved to receive and place on file the Community Services Administrator report for November 2022. Voice vote taken. Motion carried unanimously without abstentions.

7. CTC Administrator Report including NPC Monthly Report

Hospital & Nursing Home Administrator, Kara Gruber, highlighted items from her report.

Community Treatment Center

Oak Medical Services has been on-boarded as a new medical team, assuming all medical treatment needs for the inpatient areas of CTC starting October 29. They have been integrating well into our systems; we are happy to have them on board.

SCHULTZ / CONLEY-KUHAGEN moved to receive and place on file the CTC Administrator Report for October 2022. Voice vote taken. Motion carried unanimously without abstentions.

8. Financial Report for Community Treatment Center and Community Services

Finance Manager, Eric Johnson, highlighted items from his November 2022 Financial Report.

Johnson's report is based on September 30th year-to-date results. As of the end of August, both Community Treatment Center and Community Services were just above budget. CTC is in a similar position now. Community Services had a favorable adjustment due to state mental health stays at Winnebago as we received credits for insurance and Medicaid payments for over \$200,000. Currently, Community Services is \$277,000 ahead of budget after 9 months.

CONLEY-KUHAGEN / MARSCH moved to receive and place on file November 2022 Financial Report for Community Treatment Center and Community Services. Voice vote taken. Motion carried unanimously without abstentions.

9. 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

SCHULTZ / CONLEY-KUHAGEN moved to suspend rules and take items #9a, b & c together. Voice vote taken. Motion carried unanimously without abstentions.

SCHULTZ / MARSCH moved to receive and place on file Statistical Reports #9a, b & c. Voice vote taken. Motion carried unanimously without abstentions.

- 10. Request for New Non-Contracted Provider & New Provider Contract**
MARSCH / CONLEY-KUHAGEN moved to receive and place on file the Request for New Non-Contracted Provider & New Provider Contract report. Voice vote taken. Motion carried unanimously without abstentions.
- 11. Adjourn Meeting:**
SCHULTZ / CONLEY-KUHAGEN moved to adjourn. Voice vote taken. Motion carried unanimously without abstentions.

Chair, Supervisor Tom Lund adjourned the meeting at 6:23 pm.

Next Meeting: Thursday, December 8, 2022 at 6:00 pm.

Respectfully Submitted,
Catherine Foss
Office Manager

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, November 2, 2022 - 6:30 pm
Green Bay Metro Transportation Center
901 University Avenue, Commission Room, Green Bay, WI 54302

ROLL CALL:

Paul Blindauer	<u>x</u>	Mark Handeland	<u>x</u>	Jonathon LeRoy	<u>x</u>
Corrie Campbell	<u>x</u>	Matthew Harris	<u>x</u>	Dan Lindstrom	<u>x</u>
Devon Coenen	<u>Abs</u>	Phil Hilgenberg	<u>x</u>	Gary Pahl	<u>x</u>
Norbert Dantine, Jr.	<u>x</u>	Pat Hopkins	<u>x</u>	Dan Segerstrom	<u>Exc</u>
Steve Deneys	<u>Exc</u>	Elizabeth Hudak	<u>Exc</u>	Glen Severson	<u>x</u>
Dean Erikson	<u>x</u>	Emily Jacobson	<u>Exc</u>	Mark Thomson	<u>x</u>
Geoff Farr	<u>x</u>	Dotty Juengst	<u>x</u>	Nick Weber	<u>x</u>
Steve Gander	<u>x</u>	Dave Kaster	<u>x</u>	Matthew Woicek	<u>Exc</u>
Mike Goral	<u>Exc</u>	Patty Kiewiz	<u>Exc</u>		
Steve Grenier	<u>x</u>	Joy Koomen	<u>Exc</u>		

Others Present: Lisa Conard, Mary Forlenza (Federal Highway Administration), Karl Mueller, and Cole Runge

1. Approval of the minutes of the October 5, 2022 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by D. Kaster, seconded by M. Handeland to approve the minutes of the October 5, 2022 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Presentation of the 2022 TMA Certification Review Report by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

C. Runge introduced Mary Forlenza from the Federal Highway Administration.

Mary Forlenza provided an overview of the report via PowerPoint.

Every four years, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) jointly review the MPO's planning process.

M. Forlenza provided an overview of the certification review process:

- Desk review of planning documents.
- Onsite in-depth meeting (held in August)
- Public meeting
- Final report (to be sent to the MPO staff in late November)

M. Forlenza provided an overview of the review topics:

1. 2045 LRTP Update/Land Use/Livability/Resilience
2. Financial Planning
3. Performance Based Planning & Programming
4. Public Involvement
5. Title VI/EJ/ADA
6. Consultation/"3 C" Process
7. Transit Planning
8. Safety & Security
9. Bike/Ped/Micromobility
10. Travel Demand Model & Forecasting

11. Congestion Management Process/Management & Operations

M. Forlenza shared the findings:

Recommendations (2) Practices that could improve regulatory compliance or planning results.

Public Involvement. The MPO should continue to test different outreach strategies and formally track progress toward increasing public engagement, broadly, and specific to minority and underserved communities. Conducting a formal evaluation study of the effectiveness of the PPP and making the study findings and recommendations available to the public may assist in these ongoing efforts. The MPO should also consider further avenues of involving MPO staff in the Tribal community, involving Tribal representatives in MPO activities, and undertaking joint outreach efforts in partnership with the Tribal government where opportunities arise.

Data Collection Opportunities. The Federal Review Team recommends the MPO work to update some of its data on a more frequent basis as new trends emerge. For example, incorporating the impacts of e-scooters for the Bike/Ped Safety Study. We also look to the MPO to continue to explore innovative data ideas and collection methods to support its good work

Commendations (3) A noteworthy practice that demonstrates innovative, highly effective practices for implementing planning requirements.

Performance Based Planning & Programming (PBPP). The MPO is commended for its PBPP processes and Annual System Performance Measures reports that demonstrate well-aligned interagency cooperation, consistent tracking, effective presentation, and a robust use of performance data to inform transportation system improvements.

Transit Planning. The MPO is commended for its vision for a regional approach for transit funding.

Micromobility. The MPO is commended for its innovative approach to implementing on-demand microtransit in the region.

Corrective Action (0) Practices that fail to meet the minimum requirements of the regulations.

The review found no corrective actions.

In conclusion, M. Forlenza stated that the Green Bay MPO transportation planning processes are in compliance with Federal planning requirements and has been certified for another four years.

Discussion occurred regarding the effectiveness of intercity bus service and passenger rail.

D. Juengst asked about minority engagement with MPO activities.

M. Forlenza stated that the MPO staff has done a good job in this regard and recognized the challenge in doing so.

C. Runge noted that the MPO redesigned one of the transportation planner positions to take on an outreach role and acknowledged that it takes time to build rapport and trust.

C. Campbell noted her work with the Oneida Nation and offered her assistance.

C. Runge thanked M. Forlenza for her efforts and partnership.

A motion was made by S. Greiner, seconded by G. Pahl to receive and place on file the TMA Certification Review Report. Motion carried.

N. Dantine commended C. Runge and the MPO staff for its work.

3. Discussion and action regarding an amendment to the MPO's 2022 Transportation Planning Work Program.

C. Runge provided an overview of the amendment, noting that the 2022 MPO budget was developed assuming all MPO positions would be filled for the entire year. However, one of two Transportation Planner/GIS positions has been vacant since the beginning of 2022 and the other one was vacant for several months. Therefore, the Wisconsin Department of Transportation has asked the MPO to relinquish a portion of the 2022 federal planning funding so it can be reallocated to other MPOs throughout the state. MPO staff has estimated that it can relinquish \$64,864 of its remaining federal funding.

A motion was made by S. Greiner, seconded by D. Juengst to approve the amendment to the MPO's 2022 Transportation Planning Work Program. Motion carried.

4. Discussion and action regarding the approval of the MPO's 2023 Transportation Planning Work Program.

C. Runge provided an overview of the proposed 2023 work program highlighting the following work program items:

Long-Range Transportation Plan Performance Measures Implementation

MPO staff will continue to work to achieve the performance measures' goals and objectives by promoting the implementation of the strategies identified in the Long-Range Transportation Plan. Staff will also monitor progress toward the achievement of the goals and objectives through the continued development of an annual transportation system performance measures report.

MPO Transportation System Performance Targets Update

In 2022, the Green Bay MPO coordinated with WisDOT and other stakeholders to update the MPO's performance targets for safety, State of Good Repair/Transit Asset Management, and the Public Transportation Agency Safety Plan. In 2023, MPO staff will coordinate with WisDOT and other stakeholders to update the MPO's targets as required by federal law.

2024-2028 Transit Development Plan (TDP)

In 2018, MPO staff worked with the Green Bay Transit Commission, Green Bay Metro staff, and an advisory committee to develop a Transit Development Plan (TDP) that recommends policies the transit system should implement by the end of 2023. The 2019-2023 TDP also contains a long-range element that analyzes recent trends and preferences and recommends strategies for improving ridership.

Because the TDP will expire at the end of 2023, MPO staff will work with Metro representatives in 2023 to develop a new five-year TDP that addresses existing service deficiencies, paratransit

service options, possible new fixed route and microtransit service alternatives, and other transit issues.

Green Bay MPO Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update

In June of 2020, the BCPC Board approved the MPO's current Title VI and Non-Discrimination Program/Limited English Proficiency Plan. This plan presents the Title VI Program's general requirements and guidelines, analyzes the area's Title VI- and Environmental Justice-related demographics, and summarizes the MPO's Title VI assurances and complaint procedures. The plan also addresses steps the MPO will take to provide language assistance to people with limited English proficiency who want access to MPO programs and activities.

In 2023, MPO staff will update the Title VI and Non-Discrimination Program/Limited English Proficiency Plan to ensure that the plan's demographic analyses are current and that the plan is consistent with federal law.

Urbanized Area and Metropolitan Planning Area Boundary Updates

The US Census Bureau released block-level population data from the 2020 US Census in the summer of 2021. By December of 2022, the Census Bureau is expected to identify and release the areas of urbanization that MPOs must use to define their new Urbanized Area and Metropolitan Planning Area Boundaries. After the Green Bay MPO receives its area of urbanization, staff will work with representatives of WisDOT and FHWA to define the MPO's new Urbanized Area and Metropolitan Planning Area Boundaries. These boundaries will then be presented to the MPO's Technical Advisory Committee and Policy Board for approval.

Urban Functional Classification System Update

After the Green Bay MPO's new Urbanized Area Boundary is defined and approved, staff will work with WisDOT and FHWA representatives to update the streets and highways that are included on the urban functional classification system. The updated urban system will then be presented to the MPO's Technical Advisory Committee and Policy Board for approval.

Northeast Wisconsin Regional Intermodal Freight Facility Study - Phase 2

In 2023, the MPO will build on the progress made by the Northeast Wisconsin Regional Intermodal Freight Facility Study that was completed in May of 2022 by working with the East Central Wisconsin Regional Planning Commission and other regional partners to develop a "Phase 2" intermodal freight facility study based on the findings and recommendations in the first study.

The Phase 2 study will also examine the short- and long-term roles of the Port of Green Bay in a regional intermodal freight facility.

It is anticipated that the Phase 2 study will be completed in 2023, but it is possible that it will take more than one year to complete it. If this is the case, this work activity will be included in the MPO's 2024 Transportation Planning Work Program.

C. Runge noted that the draft work program was presented to the BCPC Transportation Subcommittee and the subcommittee has recommended approval.

A motion was made by C. Campbell, seconded by G. Pahl to approval of the MPO's 2023 Transportation Planning Work Program. Motion carried.

5. Discussion and approval of the Intergovernmental Agreement Preparation for a Comprehensive Plan Update between the Town of Lawrence and Brown County Planning Commission.

K. Mueller noted that the Town of Lawrence has requested Brown County Planning Commission staff prepare an update to its comprehensive plan. The plan is scheduled to be completed by the end of 2023.

A motion was made by G. Pahl, seconded by S. Greiner to approve the Intergovernmental Agreement Preparation for a Comprehensive Plan Update between the Town of Lawrence and Brown County Planning Commission. Motion carried.

6. Brown County Planning Commission staff updates on work activities during the month of October 2022.

A motion was made by P. Hopkins, seconded by G. Farr to receive and place on file the staff updates on work activities report. Motion carried.

7. Planning Directors Report.

C. Runge noted that the Brown County Board of Supervisors approved the department budget on October 27.

C. Runge provided an update on the South Bridge Connector project.

- Brown County Public Works staff has retained consultants to complete the design work on segments 2 and 3, which extends from Lawrence Drive across the river to STH 57. The county received a grant to cover 80% of the cost.
- The Governor's proposed state budget includes 50 million dollars to cover the cost of construction from Lost Dauphin Road to STH 57 (includes bridge).
- It may be possible for the bridge to be constructed as early as 2028 or 2029 if the funds stay in the budget and everything remains on schedule.

A motion was made by S. Greiner, seconded by G. Pahl to receive and place on file the Directors Report. Motion carried.

8. Other matters.

None.

9. Adjourn.

A motion was made by G. Pahl, seconded by S. Gander to adjourn. Motion carried.

The meeting adjourned at 7:29 p.m.