



**"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  
JULY 24 – 28, 2023**

**MONDAY, JULY 24, 2023**

(No Meetings)

**TUESDAY, JULY 25, 2023**

- |          |  |   |
|----------|--|---|
| *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, JULY 26, 2023**

- |          |                             |   |
|----------|-----------------------------|---|
| *3:00 pm | Benefits Advisory Committee | Room 660, Northern Building<br>305 E. Walnut Street |
| *5:30 pm | Human Services Committee    | Room 200, Northern Building<br>305 E. Walnut Street |

**THURSDAY, JULY 27, 2023**

- |          |   |   |
|----------|---|---|
| *8:30 am | Aging & Disability Resource Center Board of Directors | ADRC<br>300 S. Adams Street                         |
| *5:30 pm | Administration Committee                              | Room 200, Northern Building<br>305 E. Walnut Street |

**FRIDAY, JULY 28, 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

**LAND CONSERVATION SUBCOMMITTEE**

Supervisor Norb Dantinne, Chair;  
Citizen Rep Stan Kaczmarek, Vice Chair  
Supervisor Friberg, Supervisor Fuller,  
Supervisor Landwehr, Supervisor Suennen

**LAND CONSERVATION SUBCOMMITTEE**  
**TUESDAY, JULY 25, 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 ITEMS LISTED ON THE AGENDA**

**Please Note: Cake will be served from 5 – 5:30 pm in Room 201, in honor of County Conservationist Mike Mushinski's Upcoming Retirement.**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 23, 2023.

**Comments from the Public**

**Land and Water Conservation Department**

1. Financials:
  - a. Budget Status Report for April 30, 2023 – Unaudited.
  - b. Budget Status Report for May 31, 2023 – Unaudited.
2. Project 2590-Wetland Restoration and Wildlife Habitat-Resource Recovery-Request for Approval
3. Director's Report.

**Other**

4. Such Other Matters as Authorized by Law.
5. Adjourn.

Norb Dantinne, 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.

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

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

Supervisor David Landwehr, Chair  
Supervisor Norb Dantine, Vice Chair  
Supervisor Tom Friberg, Supervisor Morgan Fuller, Supervisor Ray Suennen

### **PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

**TUESDAY, JULY 25, 2023**  
**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. Approve/Modify Minutes of June 27, 2023.

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

##### **Consent Agenda**

1. Minutes of Energy Subcommittee of September 15 and October 20, 2022.
2. Acknowledging the bills.

##### **Extension**

3. Director's Report.
  - a. Budget Status Financial Report through May 2023.

##### **Airport**

4. Director's Report.

##### **Facilities**

5. Director's Report.
  - a. Facility Management Budget to Actual as of 6/20/2023.

##### **Highway**

6. Summary of Operations Report.
7. Commissioner's Report.

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

8. Resolution Adopting Brown County's 2024 Six-Year Capital Improvement Plan (23-087R).
9. Airport – Project 2598 - Roof Repairs at Airport-Request for Approval.

10. Highway – 2024 - 2029 Highway Capital Improvement Plan.

**Communications**

11. Communication from Supervisor Lund re: To consider all applicable safety upgrades on Highway J in the Village of Suamico. A resolution was passed at the Village of Suamico Board Meeting on 05/15/2023 to look at safety measures for the property at 1410 Riverside Drive which has been struck three times by motor vehicles in the past seven years. *Motion at May PD&T: To refer to staff to work with Corp Counsel.*
12. Communication from Supervisor Antonneau re: To have Planning review matching grants for wider paved shoulders on Nicolet Drive as resurfacing occurs. *Referred from July County Board.*
13. Communication from Supervisor Landwehr re: To have P.A.L.S. audit land into trust to ensure proper Bureau of Indian Affairs verification exist for each parcel and review land into trust internal recording policy. *Referred from July County Board.*
14. Communication from Supervisor Landwehr re: To discuss and possible action regarding the naming of the Southern Bridge by Brown County. *Referred from July County Board.*
15. Communication from Supervisor Landwehr re: Discussion and possible action regarding proof of commitment and funds by local municipalities for the Southern Bridge. To ensure funds are available prior to spending county funds. *Referred from July County Board.*

**Planning and Land Services, Port and Resource Recovery** – No agenda items.

**Other**

16. Such other matters as authorized by law.
17. Adjourn.

Dave Landwehr, Chair

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## **Benefits Advisory Committee**

Wednesday July 26, 2023

3:00 P.M.

Northern Building, Room 660

1. Call meeting to order
2. Roll Call
3. Review Vendor Information – YTD Plan Performance
4. Discussion & Possible Action: Future health benefit options/changes
5. Schedule next meeting
6. Adjourn

Jeremy Kral,  
Chairperson

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## **HUMAN SERVICES COMMITTEE**

Supervisor Emily Jacobson, Chair  
Supervisor Megan Borchardt, Vice Chair  
Supervisor Barbara Avery, Supervisor Patrick Evans, Supervisor Patrick Hopkins

### **HUMAN SERVICES COMMITTEE MEETING**

**WEDNESDAY, JULY 26, 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 June 28, 2023.

### **Comments from the Public.**

#### **Consent Agenda**

1. Minutes of Aging & Disability Resource Center of April 27, 2023.
2. Minutes of Board of Health of May 9, 2023.
3. Financial Report for Community Treatment Center and Community Services.
4. Statistical Reports.
  - a. Monthly CTC Data – June 2023.
    - 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.
5. Request for New Non-Contracted and Contracted Providers.
6. Audit of the Bills.

#### **Aging & Disability Resource Center**

7. Director's Report.

#### **Syble Hopp**

8. Director's Report.

### **Veterans**

9. Director's Report.

### **Health & Human Services (HHS) Department**

10. Executive Director's Report.

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

11. Resolution Regarding Table of Organization Change for the Health & Human Services Department – Public Health Division – Deputy Public Health Officer (23-088R).
12. Resolution Adopting Brown County's 2024 Six-Year Capital Improvement Plan (23-087R).

### **Communications**

13. Communication from Supervisor Evans re: Discussion and possible action regarding creating a Mental Health Subcommittee. *Referred from July County Board.*
14. Communication from Supervisor Adams re: I request the Mental Health Task Force be comprised of a majority of mental health providers, or individuals in the system. I also recommend the task force collaborate with community agencies/professionals who have community needs assessment and data to reduce duplication. *Referred from July County Board.*
15. Communication from Supervisor Evans: Discussion and possible action as it relates to an Outreach and Resources Opioid Program in Brown County.

### **Other**

16. Such other Matters as Authorized by Law.
17. Adjourn.

Emily Jacobson, Chair

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**AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY  
BOARD OF DIRECTOR'S MEETING  
300 S. Adams St.  
Green Bay, WI 54301**

**AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD OF DIRECTORS MEETING  
PUBLIC NOTICE OF IN-PERSON MEETING  
THURSDAY July 27<sup>th</sup>, 2023, 8:30 AM  
AT: ADRC OF BROWN COUNTY  
300 S ADAMS ST GREEN BAY WI 54301**

***Optional Public Virtual Attendance Meeting Instructions:***

**Join by PC:**

<https://bcwi.webex.com/bcwi/j.php?MTID=mb91d87218daa44611fa957004d22bc42>

**Join by phone:**

Dial 1 (415) 655-0003

Entering Meeting Number: 2437 785 8927

Press # #

**Thursday, July 27<sup>th</sup>, 2023, 8:30 a.m.**

**AGENDA**

<b>Time</b>	<b>Agenda Item</b>	<b>Handout</b>	<b>Action Required</b>
8:30	1. Pledge of Allegiance		
8:31	2. Introductions		
8:33	3. Review of Agenda	Yes	
8:35	4. Approval of the minutes of regular meeting of May 25, 2023	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		
8:42	6. Sherry Schuelke- Regional Quality Specialist		
8:55	7. ADRC Board Member Futuring: Amy Bushman		
9:15	8. Report of the Executive and Finance/ Personnel and Nominations Committee meeting a. Terms for 2024 b. ADRC Board Nominations and Approvals i. Eric Seubert, New Board Member c. Organizational Chart	Yes Yes Yes	Yes Yes
9: 30	9. Budget Review a. ADRC 2024 Budget Review and Approval	Yes	Yes

9:50	10. ADRC Directors Report a. Strategic Initiatives 2024-2026 b. Update on ADRC Central Kitchen c. Aging Plan Annual Review	Yes Yes	Yes Yes
10:20	11. Legislative Updates	Yes	
10:25	12. Announcements- All Agency Meeting Tuesday August 8 <sup>th</sup> 1:30pm	Yes	
10:30	13. Adjourn		Yes

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

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.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office 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*

# BOARD OF SUPERVISORS

## Brown County



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### ADMINISTRATION COMMITTEE

Richard Schadewald, Chair; Tom Lund, Vice Chair  
Kathy Lefebvre, Thomas Peters, John Vander Leest

#### **ADMINISTRATION COMMITTEE MEETING**

**THURSDAY JULY 27, 2023**

**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. Approve/Modify Minutes of June 22, 2023.

#### **Comments from the Public**

##### **Consent Agenda**

1. Minutes of Benefits Advisory Committee of June 8, 2023.
2. County Clerk – Budget Status Financial Report for May 2023 – Unaudited.
3. Treasurer – Budget Status Financial Report for May 2023 – Unaudited.
4. Administration – Budget Adjustment Log.
5. Audit of the bills.

##### **Child Support**

6. Child Support Director's Report.

##### **Information Technology**

7. IT Director's Report.

##### **BCCAN**

8. BCCAN Director's Report.

##### **Treasurer**

9. Director's Report.

##### **County Clerk**

10. County Clerk's Report.

##### **Administration & Human Resources**

11. Director's Reports.

##### **Corporation Counsel**

12. Oral Report.

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

13. Legal Bills - Review and Possible Action on Legal Bills to be paid.
14. Resolution Adopting Brown County's 2024 Six-Year Capital Improvement Plan.
15. Discussion with Possible Action re: Use of Contingency Funds.

### **Communications**

16. Communication from Supervisor Evans re: To review, discuss, and take action on increasing the mileage reimbursement to the Federal guidelines for Brown County employees. *December Administration motion: to have Administration report back to the July meeting on the consequences.*

### **Closed Session**

17. Closed Session (Three Topics): 1) Oneida Nation Service Agreement; 2) Sheriff's Department Non-Supervisory Labor Agreement; and 3) In Rem Litigation:
  - a. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(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, whenever competitive or bargaining reasons require a closed session** (regarding Oneida Nation Service Agreement and Sheriff's Department Non-Supervisory Labor Association Contract); **and**  
Pursuant to **Wis. Stats. Sec. 19.85(1)(g)**, for purposes of 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** (regarding In Rem Litigation);
  - b. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1), the Brown County Administration Committee shall convene 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, whenever competitive or bargaining reasons require a closed session** (regarding Oneida Nation Service Agreement and Sheriff's Department Non-Supervisory Labor Association Contract); **and**  
Pursuant to **Wis. Stats. Sec. 19.85(1)(g)**, for purposes of 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** (regarding In Rem Litigation); **and**
  - c. Reconvene into Open Session: The Brown County Administration Committee 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.

### **Other**

18. Such Other Matters.
19. Adjourn.

Rick Schadewald, Chair

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# JULY 2023



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY			
						1			
2	3	 Public Safety 6:00 pm (See July 17) <i>County Board Office            Closed</i>	Ed & Rec 5:30 pm Cancelled	4	5	6	7	8	
9	Mental Health Task Force 5:30 pm	 Employee Picnic	10	11	Admin 5:30 pm Special-Mtg. Cancelled	12	13	14	15
16	Public Safety 6:00 pm	17	Computer & Software Training 6:00 pm <b>COUNTY            BOARD</b> 7:00 pm	18	19	20	21	22	
23	24	Land Con 5:30pm PD&T 5:45 pm	Human Services 5:30 pm	25	Admin 5:30 pm	26	27	28	29
30	31								

## BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center Board Meeting (April 27, 2023)

**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**

April 27, 2023

**PRESENT IN-PERSON:** Amy Jo Barhite, Amy Bushman, Jose Garcia Chevrestt, Teri Gulyas, Eileen Littig, Jessica Nell

**PRESENT VIRTUALLY:** None

**EXCUSED:** Robert Johnson, Michael Conley-Kuhagen, Dennis Rader, Marvin Rucker

**ABSENT:** Patrick Hopkins, Amy Payne, Jim Pecard

**ALSO PRESENT:** Devon Christianson, Heather Bawyn, Jennifer Fogarty, Christel Giesen, Kimberlee Dallmann,

The meeting was called to order by Vice-Chairperson Gulyas at 8:35AM.

Due to a lack of quorum, no action was taken at this meeting.

**PLEDGE OF ALLEGIANCE**

**INTRODUCTIONS:** Introductions were completed around the room. No guests were in attendance virtually.

**ADOPTIONS OF AGENDA:** Yes

**APPROVAL OF MINUTES OF REGULAR MEETING OF MARCH 23, 2023**

Due to a lack of quorum, no action was taken regarding the minutes for the January 26, 2023 meeting.

**COMMENTS FROM THE PUBLIC:** None.

**FINANCE REPORT**

Heather Bawyn, Finance Coordinator reviewed the January through March 2023 financial summary.

Ms. Bawyn highlighted the following in the income category: a net gain at the end of March, an increase in the GWAAR allocation for the nutrition program, and year to date loss of \$31,992 in Grounded. Ms. Littig inquired about the reason for the loss and Ms. Bawyn shared that the required management allocation is one factor. Ms. Bushman inquired if the management allocation was a planned transition and Director Christianson indicated that it was planned and required allocation following the initial start-up of the program. Director Christianson stated that she will present a proposal to work with a consultant to assist with evaluation and improvements within the café and food trailer to the Board next month. Discussion regarding opportunities to raise awareness and support sustainability of the café ensued.

Ms. Bawyn reported that in the expense category, salary and fringe is slightly over budget which is typical early in the year and will level out as the year progresses. Contracted services are up due to the work with Sustainable Kitchens relative to the central kitchen and adult day services with the transition from Crossroads to Reflections. Food costs are down due to Aramark billing at 2022 rates for January and February and an adjustment is forthcoming.

Review of Donor Directed Donations.

Ms. Bawyn shared that there was an addition from the De Pere Kiwanis Club initially designated to Memory Cafes. After further clarification with the club, it was determined that the donation will be designated to ADRC dementia programs. Expenses include staff meeting and prevention promotion.

Due to a lack of quorum, no action was taken.

**ADRC DIRECTOR'S UPDATE**

Update provided by Director Christianson.

- a) Board Room Project Update – Director Christianson shared that the ADRC modernization renovations will be completed first in the board room and later in rooms 142 and 143 to update technology, safety, function, and to expand usable space.
- b) Update on the Central Kitchen – Former ADRC Board Chair, Randy Johnson, is leading the task force and following exploration of all possible options, we anticipate pursuing a collaborative project on county property on the east side. More information will be shared as the project moves forward and a business plan developed.
- c) Position Changes and Updates – Director Christianson shared that whenever vacancies occur, functions and organizational needs are evaluated and with the resignation of the Communication and Design Specialist the review process resulted in the creation of a Design Specialist and Technology and Communication Specialist. The changes will have no fiscal impact due to the elimination of an Office Assistant and the Communication and Design Specialist positions.

Due to a lack of quorum, no action was taken.

#### **COORDINATOR UPDATE**

ADRC Nutrition Program Coordinator Kimberlee (Kimmee) Dallmann

Ms. Dallmann shared the 2023 Nutrition Program Report highlighting the growth in dining participants at the ADRC, the re-opening of the dining site at Mason Manor, and the continued growth in the home delivered meal program. Due to stagnant funding and increasing demand, a waitlist exists, and the prioritization is pending. An area of opportunity is in volunteer and staff recruitment in the home delivered meal program growth as vacancies have been frequent and difficult to fill.

Ms. Bushman inquired about the opportunity for young adults with disabilities to obtain employment in the home delivered meal program and Ms. Dallmann stated that we are very open to this and though the positions currently require an employee to have a drivers license and vehicle, we are exploring the opportunity to create a position that does not. Ms. Littig inquired about data relative to nutrition program's service to persons of ethnic diversity. Ms. Dallmann agreed to send out the report via email.

#### **Nutrition Budget Review**

Ms. Bawyn reviewed the year-to-date nutrition program finance report.

At 10:00AM Elena Kornis, Jim Sweeney, Tina Brunner and Jazmyn Merlanga joined the meeting for the Internal Advocacy Team presentation.

#### **INTERNAL ADVOCACY TEAM**

Director Christianson provided an introduction of the ADRC Internal Advocacy Committee members and provided an update regarding the state budget process and priorities. Ms. Merlanga reviewed the toolkit she created including legislative contacts and resources relative to communication and advocacy. Committee members provided information relative to topics that impact older adults, people with disabilities and family caregivers. All board members were invited to participate in Aging Advocacy Day.

#### **ANNOUNCEMENTS**

**NEXT MEETING:** The next ADRC Board Meeting is **Thursday, May 25, 2023 at 8:30AM** at ADRC of Brown County, 300 South Adams Street, Green Bay WI 54301.

Due to a lack of quorum, no action was taken at this meeting

The meeting adjourned at 10:35AM.

Respectfully Submitted,  
Christel Giesen  
Assistant Director