



**"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  
JUNE 26 – 30, 2023**

**MONDAY, JUNE 26, 2023**

\*2:00 pm Professional Football Stadium District MVP Box 4039, Lambeau Field Atrium  
1265 Lombardi Avenue

**TUESDAY, JUNE 27, 2023**

\*5:30 pm Planning, Development & Transportation Committee – *Note Time* Room 200, Northern Building  
(*No Land Con meeting this month*) 305 E. Walnut Street

**WEDNESDAY, JUNE 28, 2023**

\*5:30 pm Human Services Committee Room 200, Northern Building  
305 E. Walnut Street

**THURSDAY, JUNE 29, 2023**

(No Meetings)

**FRIDAY, JUNE 30, 2023**

(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.

**GREEN BAY/BROWN COUNTY  
PROFESSIONAL FOOTBALL STADIUM DISTRICT  
AGENDA  
MONDAY, JUNE 26, 2023  
2:00 P.M.**

**Lambeau Field Atrium – MVP Box 4039**

**1265 Lombardi Avenue  
Enter American Family Insurance Gate  
Follow Signs to 4th Level**

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes – March 27, 2023
6. Late Communications (if any)
7. Special Events & Economic Development Fund Update:
  - A. Detail of Special Events and Economic Development Fund
  - B. Post-Event Reports:
    - Forest Lakes District – January 6-8, 2023
    - WIAA State Girls’ Basketball Tournament – March 9-11, 2023
    - WAMO State Pool Tournament – March 15-19, 2023
  - C. Funding Request – Discover Green Bay:
    - WIAA Girls Basketball and Boys/Girls Volleyball 2024 & 2025
8. Financial Reports – March, April, May 2023
9. Director’s Report
10. District Staffing – Sigma Contract
11. Other Matters Authorized by Law
12. Motion to Adjourn

*If you need assistance, please contact Diane Roskom at 920-983-1699*

# 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

**PLAN, DEV. & TRANS. COMMITTEE**  
Chairman Landwehr, Vice-Chairman Dantine,  
Supervisor Friberg, Supervisor Fuller, Supervisor Suennen

**PLANNING, DEVELOPMENT & TRANSPORTATION**  
**COMMITTEE**  
**TUESDAY, JUNE 27, 2023**  
**5:30 PM**  
**Room 200, Northern Building**  
**305 E. Walnut Street**

**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 May 23, 2023.

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

**Consent Agenda**

- 1. Minutes of Planning Commission Board of Directors – Transportation Subcommittee of February 22, 2023.
- 2. Minutes of Planning Commission Board of Directors of May 3, 2023.
- 3. Register of Deeds Budget Status Financial Report for April 2023 – Unaudited.
- 4. Acknowledging the bills.

**Airport**

- 5. Director’s Report.
  - a. Budget Status Financial Report for May 2023 – Unaudited.

**Facilities**

- 6. Director’s Report.

**Planning & Land Services**

- 7. Director's Report.
  - a. Planning, Property Listing, Zoning Budget Status Financial Reports for April & May 2023 – Unaudited.

**Highway**

- 8. Summary of Operations Report.
- 9. Commissioner’s Report.

### **Port & Resource Recovery**

10. Director's Report.
  - a. 1<sup>st</sup> Quarter Resource Recovery - Budget Status Financial Reports - unaudited.
  - b. 1<sup>st</sup> Quarter Port Budget - Status Financial Report - unaudited.

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

11. Planning & Land Services – Budget Adjustment 23-105: Any increase in expenses with an offsetting increase in revenue.
12. Planning & Land Services – Budget Adjustment 23-117: Any increase in expenses with an offsetting increase in revenue.
13. Planning & Land Services - Discussion and Possible Action re: One Map RFP for Consultant Services.
14. Highway – Resolution Regarding Table of Organization Change for the Highway Department – Foreperson Position.
15. Port & Resource Recovery - U.S. Army Corps of Engineers 217 Agreement Amendment for 2023-2028 – Request for Approval.
16. Port & Resource Recovery - 2023 Federal Policy Agenda – Request for Approval.
17. Port & Resource Recovery - HVAC Unit in General Office Conference Room Project 2583 – Request for Approval.

### **Communications**

18. Communication from Supervisor Antonneau re: Direct the Highway Department to look at the possibility of on-street parking along CTH A (Nicolet Drive) near the Eagle's Nest as well as the speed limit at this location. *Held for one month.*
19. Communication from Supervisor Friberg: For CN and Watco Railroad Companies' public affairs representatives to attend a PD&T Committee meeting to brief the public on rail safety initiatives, including track/bridge/hazardous material response for train derailments. *Referred from June County Board.*

**Extension** – No agenda items.

### **Other**

20. Such other matters as authorized by law.
21. Adjourn.

Dave Landwehr, 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 information gathering relative to this agenda.

# BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET  
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PHONE (920) 448-4015 FAX (920) 448-6221

## 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, JUNE 28, 2023

5:30 PM

Room 200, Northern Building  
305 E. Walnut Street

**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 Special May 17 and May 24, 2023.

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

#### **Consent Agenda**

1. Minutes of Children With Disabilities Education Board of May 11, 2023.
2. Minutes of Human Services Board of May 11, 2023.
3. Financial Report for Community Treatment Center and Community Services.
4. Statistical Reports.
  - a. Monthly CTC Data – May 2023.
    - i. Bay Haven Crisis Diversion.
    - ii. Nicolet Psychiatric Center.
    - iii. Bayshore Village (Nursing Home).
  - b. Child Protective Services – Child Abuse/Neglect Report.
  - c. Monthly Contract Update.
5. Request for New Non-Contracted and Contracted Providers.

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

6. Director's Report.

#### **Syble Hopp**

7. Director's Report.

#### **Veterans**

8. Director's Report.

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

9. Executive Director's Report.

- a. CTC Double Shift Report.
- b. Report on Food and Nutritional Services.

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

10. Veterans - Resolution Proclaiming August 20, 2023 as Brown County Veterans and their Families Day (A Day in Honor of all Brown County Veterans and their Families, to be Celebrated at the Brown County Fair).
11. Veterans – Budget Adjustment Request (23-121): Any increase in expenses with an offsetting increase in revenue.
12. HHS - Resolution Regarding Table of Organization Change for the Health & Human Services Department – Community Treatment Center Division – RN Positions (23-083R).
13. HHS - Resolution Regarding Table of Organization Change for the Health & Human Services Department Deletion of Economic Support Positions Due to Transferring Administration of the WI Home Energy Assistance Program (23-084R).

**Communications** – None.

**Other**

14. Such other Matters as Authorized by Law.
15. Adjourn.

Emily Jacobson, Chair

**Notice I hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.**

**Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.**



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6 CICB 12:00 pm Public Safety 6:00 pm @ EOC	7 Ed & Rec 5:30 pm	8	9	10
11	12	13	14	15	16	17
18	19	20	21 COUNTY BOARD 7:00 pm	22 Admin 5:30 pm	23	24
25	26	27 Land Con - 5:30pm PD&T 5:30pm	28 Human Services 5:30 pm	29	30	

# BROWN COUNTY COMMITTEE MINUTES

- Human Services Board (May 11, 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 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, May 11, 2023, 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; Kathryn Dykes; Jean Marsch; Laura McCoy; Supervisor Dan Theno

**Excused:** Michael Conley-Kuhagen; Leslie Ousley; Supervisor Randy Schultz; Eric Johnson, Finance Manager

**Also Present:** Jeremy Kral, Executive Director  
Kara Gruber, Hospital & Nursing Home Administrator  
Jenny Hoffman, Community Services Administrator  
Cathy Foss, Office Manager  
One member of the public

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**1. Call Meeting to Order**

The meeting was called to order by Chair, Supervisor Tom Lund at 6:00 pm.

**2. Approve / Modify Agenda**

MARSCH / McCOY moved to approve the agenda for the May 11, 2023 Human Services Board Meeting. Voice vote taken. Motion carried unanimously without abstentions.

**3. Approve Minutes of April 13, 2023 Human Services Board Meeting**

THENO / McCOY moved to approve the minutes dated April 13, 2023. Voice vote taken. Motion carried unanimously without abstentions.

**4. Public Comment**

No members of the public chose to comment.

**5. Presentation on 2022 Health & Human Services Annual Report**

Executive Director Jeremy Kral, Community Services Administrator Jenny Hoffman, and Hospital & Nursing Home Administrator Kara Gruber highlighted items within the report.

*The 2022 Health & Human Services Annual Report can be viewed online at:*

<https://www.browncountywi.gov/i/f/files/HHS-Community-Services/2022%20HHS%20Annual%20Report%20for%20the%20Web.pdf>

McCOY / MARSCH moved to receive and place on file the 2022 Health & Human Services Annual Report. Voice vote taken. Motion carried unanimously without abstentions.

**6. Executive Director's Report.**

Executive Director Jeremy Kral's May 2023 report was distributed at the meeting.

Public Health's RFQ (Request for Quotes) for an opioid overdose needs and gap assessment closed at the end of April with no response. Public Health is going to review, look at next steps and re-issue at a later date.

The Health & Human Services department remains short-staffed for several high demand positions. Our biggest challenge right now is finding skilled and qualified people. Brown County

Board of Supervisors has authorized a referral and sign-on bonus plan funded through ARPA, and that is nearly ready to be implemented.

We are bringing forward a change to the Table of Organization (TO) to the Human Services Committee. In our Outpatient Clinic, we currently have two full-time Psychiatrists (2.0 FTEs) with only one position being filled for almost two years following a retirement and ongoing recruitment. Before bringing the requested changes, the needs of the community and department were reviewed, as were the trends in the labor force. Based on these factors, a change to the table of org is being requested to reduce from two Psychiatrists to one, but to add 1.6 FTEs of Advanced Practice Nurse Prescribers (APNP). This would meet identified needs as well as fit within our budget and align our positions with the labor force trends. The current psychiatrist is retiring in June, and we are looking at all options including increasing salary, contracting, and national recruiting. We will have all current needs met through a contracted provider in the short term and do not anticipate being left without the ability to deliver outpatient psychiatric care.

In Food and Nutritional Services at Community Treatment Center (CTC), due to turnover and retirements, we will be very short-staffed at approximately the end of this month. We are working on strategies to address this issue, including enhanced recruiting efforts and potential temporary premium pay for remaining staff which will be covered by savings from vacant positions.

DYKES / THENO moved to receive and place on file the Executive Director's report for May 2023. Voice vote taken. Motion carried unanimously without abstentions.

#### **7. Community Services Administrator Report**

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

We are going through some significant staffing changes. We have been recruiting for the Behavioral Health Supervisor position that oversees therapists and counselors for quite a while. This position is being filled internally by Clinical Social Worker Tyler Luedke.

Ian Agar, Behavioral Health Manager, is retiring from Brown County after 16 years; his last day is May 19.

MARSCH / McCOY moved to receive and place on file the Community Services Administrator report for May 2023. Voice vote taken. Motion carried unanimously without abstentions.

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

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

##### COVID-19 Pandemic

Mitigation efforts continue. Infection control requirements – especially personal protective equipment (PPE) – remain dependent on the community transmission rate. In April, the transmission level was below “high” for two weeks in a row which allowed for a reduction in PPE in the inpatient areas including removal of masks and eyewear for the first time in three years. Formal guidance for the long-term should be coming soon regarding isolation and PPE requirements.

##### Nicolet Psychiatric Center (NPC)

Department of Health Services (DHS) did an unannounced recertification survey of NPC in April. The surveyors complimented the CTC staff on their knowledge and skill sets; highlighting especially the therapeutic environment and culture facilitated by staff. One health environmental safety deficiency and four life safety code deficiencies were discovered. All were low-level and immediately corrected. A Plan of Correction was submitted and accepted by DHS. This result is extremely positive.

THENO / DYKES moved to receive and place on file the CTC Administrator Report for April 2023. Voice vote taken. Motion carried unanimously without abstentions.

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

Executive Director Jeremy Kral highlighted items from the Financial Report distributed at the meeting.

Community Treatment Center numbers are reflected through March 2023 with a favorable budget variance of \$311,959. Personnel costs continue to be lower due to staffing challenges.

Community Services has a small unfavorable variance of \$32,642. Revenues and expenses are at 24.1% of the annual budget. Personnel costs are lower due to vacant positions.

MARSCH / McCOY moved to receive and place on file the May 2023 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

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

McCOY / THENO 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**

MARSCH / McCOY moved to receive and place on file the Request for New Non-Contracted Provider & New Provider Contract report for May 2023. Voice vote taken. Motion carried unanimously without abstentions.

**12. Adjourn Meeting:**

McCOY / MARSCH moved to adjourn. Voice vote taken. Motion carried unanimously without abstentions.

Chair, Supervisor Tom Lund adjourned the meeting at 7:22 pm.

Next Meeting: Thursday, June 8, 2023 at 6:00 pm.

Respectfully Submitted,  
Catherine Foss  
Office Manager