



**"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  
MARCH 24 – 28, 2025**

**MONDAY, MARCH 24, 2025**

(No Meetings)

**TUESDAY, MARCH 25, 2025**

(No Meetings)

**WEDNESDAY, MARCH 26, 2025**

\*5:30 pm

Human Services Committee

Room 200, Northern Building  
305 E. Walnut Street

**THURSDAY, MARCH 27, 2025**

\*8:30 am

ADRC Board of Directors

ADRC  
300 S. Adams Street

**FRIDAY, MARCH 28, 2025**

(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

## HUMAN SERVICES COMMITTEE

Supervisor Emily Jacobson, Chair  
Supervisor Megan Borchardt, Vice Chair  
Supervisor Patrick Evans, Supervisor Tom Lund, Supervisor Katie Mc Donald

### HUMAN SERVICES COMMITTEE MEETING

WEDNESDAY, MARCH 26, 2025

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 February 26, 2025.

### Comments from the Public

#### Consent Agenda

1. ADRC of Brown County Board of January 21, 2025.
2. Board of Health of January 21, 2025.
3. Human Services Board minutes of January 9, 2025.

#### Veterans

4. Director's Report.

#### Syble Hopp School

5. Director's Report.
  - a. Updates regarding changes to Medicaid that would affect the county budget and any plan to help those in our community that depend on these funds. *Standing Item.*

#### ADRC

6. Director's Report.
  - a. Updates regarding changes to Medicaid that would affect the county budget and any plan to help those in our community that depend on these funds. *Standing Item.*

#### Health & Human Services

7. Executive Director Report.
  - a. Updates regarding changes to Medicaid that would affect the county budget and any plan to help those in our community that depend on these funds. *Standing Item.*
8. Financial Report for Community Treatment Center and Community Services.

9. Statistical Reports:
  - a) Monthly CTC Data.
    - i. Bay Haven Crisis Diversion.
    - ii. Nicolet Psychiatric Center.
    - iii. Bayshore Village (Nursing Home).
    - iv. CTC Double Shifts.
  - b) Child Protective Services – Child Abuse/Neglect Report.
  - c) Monthly Contract Update.
10. Request for New Non-Contracted and Contracted Providers.

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

11. HHS – Budget Adjustment Request (24-125): Any increase in expenses with an offsetting increase in revenue.
12. HHS – Budget Adjustment Request (24-126): Any increase in expenses with an offsetting increase in revenue.
13. HHS – Resolution Regarding Table of Organization Change for the Health & Human Services Department – Public Health Division – Nurse and Sanitarians (25-044R).
14. HHS – Resolution Regarding Table of Organization Change for the Health & Human Services Department – Community Services Division – Licensed Practical Nurses (25-048R).

**Other**

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

Emily Jacobson, 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 the purposes of discussion and information gathering relative to this agenda.



**ADRC BOARD OF DIRECTORS  
PUBLIC NOTICE OF IN-PERSON MEETING  
Thursday, March 27, 2025 at 8:30 AM  
300 S ADAMS ST, GREEN BAY WI 54301**

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

[Click here to join the meeting](#)

Meeting ID: 216 366 153 093 Passcode: 7Cnp5f

Or call in (audio only)

+1 872-256-4158 United States, Chicago / Phone Conference ID: 180 094 851#

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

Time	Agenda Item	Handout	Action Required
8:30	1. Pledge of Allegiance & Land Acknowledgement		
8:31	2. Introductions		
8:33	3. Review of the Agenda	Yes	
8:35	4. Approval of the ADRC Board Meeting minutes of February 27, 2025	Yes	Yes
8:40	5. Comments from the public a. Must be limited to items not on the agenda. b. State name and address for the record. c. Comments will be limited to five minutes. d. The Board's role is to listen and not discuss comments or act on those comments at this meeting		
8:45	6. Finance Reports		
	a. Review of the January 2025 Finance Report	Yes	Yes
	b. Review of January 2025 Donor Directed Donation Report	Yes	Yes
9:00	7. Dementia Awareness Education: Heather Flick, Dementia Care Specialist	Yes	
9:30	8. ADRC Director's Report		
	a. Monthly Activity Report	Yes	
	b. World Future Day and Drivers of Change	Yes	
	c. Kimberly Bergeman- Grant and Development Coordinator		
	d. Kitchen/Library Updates and Meetings	Yes	
10:00	8. Futuring/Foresight Report: Amy Barhite	Yes	
10:20	9. Advocacy Updates and Announcements		
10:30	9. Adjourn and Next Meeting: ADRC Board April 17 <sup>th</sup> at 8:30AM <i>Note this is the 3<sup>rd</sup> Thursday not the 4<sup>th</sup></i>	Yes	Yes

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

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

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



# MARCH 2025



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 Public Safety 6:00 pm	4 Land Con 6:00pm PD&T 6:15 pm	5 <del>Ed &amp; Rec 5:00 pm</del> Cancelled - Lack of Quorum	6 Admin 5:30 pm	7	8
9	10	11	12	13 Ed & Rec 4:45 pm <i>Rescheduled from March 5</i>	14	15
16	17	18 Executive Cmte 5:15 pm PD&T 6:15 pm <i>Spec. Mtg.</i>	19 <b>COUNTY BOARD</b> 7:00 pm	20	21	22
23	24	25	26 Human Services 5:30 pm	27	28	29
30	31					

## **BROWN COUNTY COMMITTEE MINUTES**

- ADRC Board of Directors (January 21, 2025).
- Human Services Board (January 9, 2025).

**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**  
January 21, 2025

**PRESENT IN-PERSON:** Robert Johnson, Terri Gulyas, Greg Tilkens, Amy Bushman, Jim Pecard, Katie McDonald, Sandra Skenadore

**EXCUSED:** Eric Seubert, Michael Conley-Kuhagen, Jose Garcia Chevrest, Amy Barhite

**ALSO PRESENT:** Devon Christianson, Judy Knudsen, Debbie Armbruster, Randy Johnson, Heather Bawyn, Christel Giesen, Tristin Zeman, Emily Heling, Denise Misovec (virtual)

Chair Johnson called the meeting to order at 8:31AM.

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

**PLEDGE OF ALLEGIANCE & LAND ACKNOWLEDGEMENT**

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

*Denise Misovec joined the meeting at 8:35am.*

**REVIEW OF AGENDA:** Chair Johnson reviewed the agenda as presented.

**APPROVAL OF MINUTES OF REGULAR ADRC BOARD MEETING OF December 12, 2024:**

Due to a lack of quorum, no action was taken regarding the minutes for the December 12, 2024 meeting.

**COMMENTS FROM THE PUBLIC:** None.

**FINANCE REPORTS**

*Review of the November 2024 Finance Report*

Ms. Bawyn, Finance Coordinator, reviewed the November 2024 Finance Report.

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

*Review of Donor Directed Donations*

Ms. Bawyn reviewed the Donor Directed Donations Report through November 2024 noting a new contribution from the Gardeners Club of Green Bay for new plants for the planters.

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

**FUTURING/FORESIGHT REPORT, TERRI GULYAS**

Ms. Gulyas shared a presentation entitled "Empowering Seniors with ChatGPT"

**ADRC DIRECTOR'S REPORT**

*ADRC Monthly Activity Report*

Director Christianson reviewed the monthly activity report noting that the statewide database changed in late 2024 resulting in the need to revise data points

*Parking Updates and Review at Library*

Director Christianson reviewed the decision of the board to support the collaboration with the library contingent on the availability of free accessible and sufficient parking to meet ADRC customer needs and the central kitchen is part of the project. She provided an update regarding the work that has been done since the December meeting.

*Denise Misovec left the meeting at 10:10am.*

*Central Kitchen Update, Randy Johnson*

Mr. Johnson presented the journey of the central kitchen planning and implementation which began in 2021 and is the primary focus of ADRC in order to meet the nutritional services for and needs of older adults in Brown County. Next steps include development of common messaging, participation in Brown County Human Services Committee and Brown County Board of Supervisors meetings to speak about the importance of the project.

**ADVOCACY OPPORTUNITIES & ANNOUNCEMENTS:** None.

**ADJOURN AND NEXT MEETINGS**

The next ADRC Board meeting is scheduled for **February 27<sup>th</sup> at 8:30AM** at the ADRC located at 300 South Adams Street, Green Bay WI.

ADRC Board Members are encouraged to hold the following dates and times on their calendars:

- **Wed, February 26<sup>th</sup> 5:30pm** Human Service Committee Brown County Northern Building
- **Wed, March 19<sup>th</sup> 7:00pm** Full County Board Brown County Library

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

Chair Johnson adjourned the meeting at 10:33am.

Respectfully Submitted,  
Christel Giesen  
Assistant Director

## 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, January 9, 2025, at Brown County Sophie Beaumont Building, Boardrooms A & B; 111 N Jefferson Street; Green Bay, WI 54301

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**Present:** Supervisor Tom Lund; Supervisor Dan Theno; Supervisor Ross Toellner; Sarah Beckman; Laura McCoy

**Excused:** Michael Conley-Kuhagen; Jean Marsch; Kara Gruber, Hospital & Nursing Home Administrator

**Also Present:** Erik Pritzl, Executive Director  
Jenny Hoffman, Community Services Administrator  
Eric Johnson, Finance Manager  
Paula Burkart, Protective Payee Services Supervisor  
Cathy Foss, Office Manager

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**1. Call Meeting to Order**

The meeting was called to order by Supervisor Tom Lund at 5:08 pm.

Supervisor Lund acknowledged Katie Dykes, a valuable member of the Human Services Board since October 2019, who passed away on November 30, 2024. Dykes served as a Nurse Practitioner in our community and logged so many hours as a volunteer in various organizations. We send our condolences to her children and family.

**2. Approve / Modify Agenda**

THENO / McCOY moved to approve the agenda for the January 9, 2025 Human Services Board Meeting. Voice vote taken. Motion carried unanimously without abstentions.

**3. Approve Minutes of November 14, 2024 Human Services Board Meeting**

BECKMAN / TOELLNER moved to approve the minutes dated November 14, 2024. Voice vote taken. Motion carried unanimously without abstentions.

**4. Public Comment**

No members of the public chose to attend the meeting.

**5. Presentation on Representative Payee Services**

Paula Burkart, the supervisor of Protective Payee Services, was introduced. She provided an overview of the unit including the services she and her staff provide to approximately 500 clients within Brown County.

*Presentation slides are attached to the minutes.*

THENO / BECKMAN moved to receive and place on file the presentation on Representative Payee Services. Voice vote taken. Motion carried unanimously without abstentions.

**6. Executive Director Report**

Executive Director Erik Pritzl discussed items from his report; sharing some key activities he participated in over the last month.

Pritzl talked about the department's involvement with the upcoming NFL Draft. Pritzl met with the director of the local organization, Awaken, that serves individuals in human trafficking and commercial sexual exploitation. A proposal is being brought before the County Board in January for funds to aid in outreach, education and some response for hotel rooms, transportation, etc. Pritzl also spoke with the

Department of Health Services' Emergency Coordinator regarding support they can provide regarding preparing and response.

Application for Grant Funding — Opioid and Stimulant Unmet Treatment Needs

We received our award notice today. This grant will fund a clinician at Community Treatment Center (CTC), contracting for a bilingual counselor in the community for substance use and mental health needs, as well as adding the capacity to provide medication-assisted treatment at CTC.

Projects Funded by Public Health-American Rescue Plan Act (ARPA) Funding

Two organizations, Serenity House and Mandolin Foundation, have been awarded funding for Sober Living services. We are working on getting the payments out to them for capital projects in regard to expansion.

Domestic Violence Court Docket

This is a consolidated/integrated court model for when there is a misdemeanor domestic violence case, with additional court cases involved like family court, divorce, criminal offense, etc. This streamlines all of the cases on to one court docket which provides coordination of what is happening with each of the cases. Winnebago County, Illinois (Rockford-area) is a mentee court. We are going to observe this month as well as look at policies and procedures. The grant we can apply for has no matching requirements. This court docket does not change what happens with the offender (does not reduce their sentence); they will still have the same conditions. The docket provides coordination and supervision of all the cases.

Like-Kin Implementation and Expansion

Expanded definitions of "relatives" and "like-kin" were created under 2023 WI Act 119 providing people who fall under these definitions to be eligible for kinship care payments when caring for a child in out of home care. This will give more options for children to go to non-familial, but similar relationships (e.g., friends of the family who are called Aunt/Uncle). We will be able to place children with them, and they will not need to be licensed as a foster home.

Wisconsin Department of Health Services Medicaid Housing Benefit

The Wisconsin DHS announced a new housing benefit for Medicaid members starting in February 2025. This benefit will provide support and services for members 18 years and older experiencing, or at risk of experiencing, homelessness, who have at least one health-related issue, substance use, or mental health condition, meet income restrictions and require daily living assistance. The benefit will not pay for rent but can provide initial expenses such as security deposits or utility connections.

Safety & Security Incidents

There were no significant safety incidents at Sophie Beaumont. Two threat assessment reviews took place surrounding messages and statements made to staff.

TOELLNER / BECKMAN moved to receive and place on file the Executive Director report for January 2025. Voice vote taken. Motion carried unanimously without abstentions.

**7. Community Services Administrator Report**

Community Services Administrator Jenny Hoffman provided a verbal report.

Career Fairs

We plan to have a presence at the NWTC Human Services Career and Internship fair in February with Economic Support and Shelter Care staff in attendance. Information will also be available on internships within our department.

Community Services Staffing

- Shelter Care has all of their 10-full time positions filled, with only two part-time vacancies. On-call position applications have been coming in, and they are conducting interviews.
- Our psychiatrist in the Outpatient Clinic submitted her resignation and is leaving in May. We are very grateful she gave us 6 months' notice. Recruitment is ongoing for the psychiatrist position, and

we also have an opening for a psychologist. We are waiting for a list from DSPS who handles licensing for psychologists, and we will do a mass mailing to them.

- Historically, the therapist positions have been difficult to fill; however, we recently hired three – one in Youth Comprehensive Community Services (CCS); one in Criminal Justice Services (CJS) for our Treatment Courts, and one in the Child and Adolescent Behavioral Health Unit (CABHU).
- Recruitment is ongoing for the various positions added in the 2025 Budget. Currently, Economic Support has the most vacancies with four open positions.

#### Children's Services

Two bigger initiatives in this program area. The first being the Birth to 3 project which has been put out for RFP. We have received three applications and the scoring team is going through the process. We hope to announce the provider in the near future. The second initiative was included within the 2025 budget and that is moving the Coordinated Services Team (CST) from Children, Youth & Families to Children's Services. This is a positive for consumers and families as it streamlines referrals, support and services, as well as for our agency to capture revenues from case management services.

#### CPS End of Year Report

Our Child Protection Services Coordinator, Lauren Krukowski, put together an end of year report that is included in the statistical reports. She provided some great information. Some highlights include:

- the unit provided mandated reporter training to over 280 individuals in the community;
- 292 children remained in their homes with safety supports/services;
- 48 new homes were licensed in Foster Care;
- 140 children reunified with families.

McCOY / TOELLNER moved to receive and place on file the Community Services Administrator report for January 2025. Voice vote taken. Motion carried unanimously without abstentions.

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

Executive Director Pritzl highlighted items from Hospital and Nursing Home Administrator Kara Gruber's report.

#### Community Treatment Center

All new budgeted positions for 2025 are filled. The Utilization Review position handles preauthorization for services provided, but also the denials to assist with resubmitting; this is a key position to assist with revenue and billing. A Transportation Aide position which is supported by grant funding. The filling of our regular positions remains a challenge, especially our PM shift (3:00-11:00 pm) Nursing positions.

#### Nicolet Psychiatric Center

The facility received notice in November 2024 of a long-term contracted Psychiatrist's intention to retire from inpatient services. The facility successfully has contracted with one Psychiatrist, Dr. Aquilla Lesko, who previously rotated through the Medical College of Wisconsin's Residency Program to handle weekend shifts.

#### Bayshore Village Nursing Home (BSV)

The Department of Health Services-Division of Quality Assurance arrived onsite December 9, 2024 for the unannounced annual recertification of Bayshore Village Nursing Home. The team of six surveyors spent three days onsite reviewing documentation, interviewing staff and residents, observing, etc. They spoke highly of BSV staff for their competence and care of the residents. One health deficiency and a few life safety code deficiencies were found. The physical plant citations included items like door props; documentation of battery back-up; emergency lighting documentation; etc. A plan of correction was submitted in late December 2024.

THENO / TOELLNER moved to receive and place on file the CTC Administrator Report for January 2025. Voice vote taken. Motion carried unanimously without abstentions.

9. **Financial Report for Community Treatment Center and Community Services**
  - a. November 2024
  - b. December 2024

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

Community Treatment Center (CTC)

CTC's favorable variance grows every month; as of right now, it is \$635,000. We hope to carry over \$100,000 to 2025 to replace the dishwashing system.

Community Services (CS)

As of November, we have seen favorable changes. In December, we received some large, favorable WIMCR/CCS cost report settlements. There is a pending budget transfer from the county general fund for the 2% bonuses as part of the 2024 budget. The projected year-end budget deficit for Community Services is estimated to be between \$1.5-1.6 million. The biggest driver is \$2.5 million in unexpected purchase service for placements in Foster Care and Youth Justice, which is significantly more than the last 4-years average.

BECKMAN / TOELLNER moved to receive and place on file the Financial Reports for Community Treatment Center and Community Services for November and December 2024. 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
    - i. November 2024
    - ii. December 2024
  - b. Child Protective Services – Child Abuse/Neglect Report
  - c. Monthly Contract Update
    - i. December 2024
    - ii. January 2025

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

THENO / McCOY moved to suspend rules and take items #10 a, b & c and #11 a & b together. Voice vote taken. Motion carried unanimously without abstentions.

  - a. December 2024
  - b. January 2025

BECKMAN / TOELLNER moved to receive and place on file Statistical Reports #10 a, b & c and #11 a & b. Voice vote taken. Motion carried unanimously without abstentions.

12. **Adjourn Meeting:**

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

Chair, Supervisor Tom Lund adjourned the meeting at 6:13 pm.

Next Meeting: Thursday, February 13, 2025 at 5:00 pm  
Sophie Beaumont Building; Boardroom A  
111 N. Jefferson Street; Green Bay, WI 54301.

Respectfully Submitted,  
Catherine Foss  
Office Manager