



"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 25 – 29, 2024**

MONDAY, MARCH 25, 2024

*3:30 pm	Housing Authority	Room 200, Northern Building 305 E. Walnut Street
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TUESDAY, MARCH 26, 2024

*5:30 pm	Land Conservation Subcommittee	Room 200, Northern Building 305 E. Walnut Street
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*5:45 pm	Planning, Development & Transportation Committee	Room 200, Northern Building 305 E. Walnut Street
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WEDNESDAY, MARCH 27, 2024

*5:30 pm	Human Services Committee	Room 200, Northern Building 305 E. Walnut Street
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THURSDAY, MARCH 28, 2024

*8:30 am	ADRC Board of Directors	ADRC 300 S. Adams Street
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~~*5:30 pm Administration Committee Meeting Canceled~~

FRIDAY, MARCH 29, 2024

(No Meetings)

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, March 25th, 2024 at 3:30pm
Brown County Northern Building Room 200
305 E. Walnut St, Green Bay, WI 54301

MEMBERS: Ann Hartman – Chair, Jessica Adams – Vice Chair, John Fenner, Jessica King and Marissa Heim

ROLL CALL:

Ann Hartman	_____	John Fenner	_____
Jessica Adams	_____	Jessica King	_____
Marissa Heim	_____		

APPROVAL OF MINUTES:

1. Approval of the minutes from the February 19th, 2024, meeting of the Brown County Housing Authority.
2. Approval of the minutes from the March 14th, 2024 meeting of the Brown County Housing Authority Subcommittee.

COMMUNICATIONS:

3. Appointment of Marissa Heim to the Brown County Housing Authority.

REPORTS:

4. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
 - G. VASH Reports (new VASH and active VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations

OLD BUSINESS:

NEW BUSINESS:

5. Closed Session: Regarding Service Provider Contract Issues:
 - a. Open Session: Motion and Record Vote pursuant to Wis. Stats. Sec 1985(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, whether competitive or bargaining reasons require a closed session (Regarding Service Provider Contract Issues);
 - b. Convene in to Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1), the Authority shall convene into Closed Session pursuant to Wis. Stats. Sec 19.85(1)(e), the 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 Service Provider Contract Issues); and

- c. Reconvene into Open Session: The Authority 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.
6. Closed Session: Regarding Brown County Housing Authority Contract Administration:
- a. Open Session: Motion and Record Vote pursuant to Wis. Stats. Sec 1985(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, whether competitive or bargaining reasons require a closed session (Regarding Service Provider Contract Issues);
 - b. Convene in to Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1), the Authority shall convene into Closed Session pursuant to Wis. Stats. Sec 19.85(1)(e), the 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 Service Provider Contract Issues); and
 - c. Reconvene into Open Session: The Authority 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.

BILLS AND FINANCIAL REPORT:

- 7. Consideration with possible action on acceptance of BCHA bills.
- 8. Consideration with possible action on acceptance of BCHA financial report.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

- 9. Executive Director's Report
 - a. PBV RFP Update
 - b. April BCHA Meeting
 - c. Upcoming Time Off

Date of next meeting: **April 22nd, 2024**

Any person wishing to attend who, because of a disability, requires special accommodation should contact the Brown County Human Resources Office at (920) 448-4065 by 4:30 p.m. the day before the meeting so that arrangements can be made.

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 Dantine, Chair;
Citizen Rep Stan Kaczmarek, Vice Chair
Supervisor Tom Friberg, Supervisor Kevin Gannon,
Supervisor Salvador Sierra, Supervisor Ray Suennen

LAND CONSERVATION SUBCOMMITTEE
TUESDAY, MARCH 26, 2024
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**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of February 27, 2024.

Comments from the Public

LAND AND WATER CONSERVATION

1. East River Water Trail Phase I- RFP approval.
2. Budget Adjustment Request (24-030): Any increase in expenses with an offsetting increase in revenue.
 - a. USDA Climate Smart Agronomy Grant (Fox-Wolf Watershed Alliance).
 - b. East River & Lower Fox Mainstem Cropland targets BMP implementation (Wi DNR).
3. Director's Report.
 - a. ARPA update: Project 78 (Cover Crop/No-till incentive program), Project 79 (East River Water Trail).

Other

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

Norb Dantine, 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.

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PLAN, DEV. & TRANS. COMMITTEE

Supervisor Norb Dantinne, Chair
Supervisor Ray Suennen, Vice Chair
Supervisor Tom Friberg, Supervisor Kevin Gannon
Supervisor Salvador Sierra

PLANNING, DEVELOPMENT & TRANSPORTATION
COMMITTEE
TUESDAY, MARCH 26, 2024
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 February 27, 2024.

NEW WATER PRESENTATION

Comments from the Public on Non-Agenda Items

Consent Agenda

- 1. Housing Authority minutes of January 15, 2024.
- 2. Solid Waste Board minutes of November 20, 2023.
- 3. Transportation Coordinating Committee minutes of November 13, 2023.
- 4. Planning Commission Board of Directors minutes of February 7, 2024.
- 5. Acknowledging the bills.

Extension

- 6. Budget Adjustment Request – *To be provided prior to the meeting.*
- 7. Director’s Report.

Airport

- 8. Director’s Report.

Port & Resource Recovery

- 9. Director’s Report.
 - a. 2023 Resource Recovery Annual Report – Request for Approval.

Facilities

10. Request for Approval of Bid Project #2659 Our Place Remodel to be awarded to Mike Koenig Construction inclusive of all 4-bid options in the amount of \$194,096.00.
11. Director's Report.

Planning and Land Services

12. Director's Report.

Highway

13. Interim Highway Commissioner's Report.

Communications

14. Communication from Supervisor Lund re: Request that the Brown County Highway Commissioner contact WIS DOT to allow Brown County Highway Department to place a more prominent/visible sign on the Bart Starr Memorial Bridge to honor the legendary Green Bay Packer quarterback.
Referred back from last month.

Register of Deeds – No agenda items.

Other

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

Norb Dantine, Chairman

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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 Patrick Evans, Supervisor Patrick Hopkins, Supervisor Nicholas Dagneau

HUMAN SERVICES COMMITTEE MEETING

WEDNESDAY, MARCH 27, 2024

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 28, 2024.

Comments from the Public

1. Review Minutes of:
 - a. Aging & Disability Resource Center minutes of January 25, 2024.

ADRC

2. Director's Report.

Syble Hopp School

3. Director's Report.
 - a. Approval of 2023-2024 Adjusted Budget.

Veterans

4. Director's Report.

Health & Human Services

5. Executive Director Report.
6. Financial Report for Community Treatment Center and Community Services.
7. 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.
 - d. Brown County Public Health Board of Health Report.
8. Request for New Non-Contracted and Contracted Providers

Standing Items

9. Report from Mental Health Subcommittee.

Action Items Including Proposed Resolutions, Ordinances and Budget Adjustments

10. Discussion and possible action as it relates to an Outreach and Resources Opioid Program in Brown County. *Standing Item.*

Communications

11. Communication from Supervisor Antonneau re: Amenda Chapter 37 of the Brown County Code of Ordinances, entitled "Public Health," to increase the current Forfeiture Amount Range for Chapter 37 Violations including for violations for operating a Hotel, Motel and/or Tourist Rooming House without a license, as described in the attached DRAFT Ordinance Amendment." *Referred from March County Board.*

Other

12. Audit of bills.
13. Such other Matters as Authorized by Law.
14. 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.

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**ADRC BOARD OF DIRECTORS
PUBLIC NOTICE OF IN-PERSON MEETING
Thursday, March 28, 2024 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

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 872-256-4158, 180094851# 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 minutes of the regular meeting of February 22, 2024.	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	5. Finance Report, Update and Review		
	a. Review of the 2023 Year End Finance Report: Review and Place on File	Yes	Yes
	b. Review of Donor Directed Donations Review and Place on File	Yes	Yes
	c. Review of 2023 Net Asset Report: Review and Approve Changes	Yes	Yes
9:00	6. Futuring/Foresight Board Presentation: Bob Johnson & Jose Garcia Chevrest	Yes	
9:20	7. ADRC Directors Report		
	a. Oneida Nation Liaison Sandra Skenandore	Yes	Yes
	b. 2024 ADRC Committees	Yes	
	c. ADRC Library/Kitchen Updates		
	d. Grant & Development Coordinator Job Description	Yes	Yes
	e. Data Dashboard	Yes	
	f. World Futures Day- Discussion	Yes	
9:50	8. 2025-2027 ADRC Plan Focus Group	Yes	

10:20	9. Advocacy Opportunities & Announcements		
10:25	10. Adjourn and Next Meeting: <i>April 25, 2024 at 8:30am</i>		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 2024



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 Executive Cmte. (Special Mtg) 5:30 pm	5 Public Safety 6:00 pm	6 Ed & Rec 5:00 pm	7	8	9
10	11	12	13	14	15	16
17	18 Executive Cmte. (Special Mtg) 6:00 pm @Central Library	19	20 COUNTY BOARD 7:00 pm	21	22	23
24	25	26 Land Con 5:30pm PD&T 5:45 pm	27 Human Services 5:30 pm	28 Admin 5:30 pm	29	30
31						

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center Board of Directors (January 25, 2024)

To obtain a copy of Committee minutes:

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

OR

Contact the Brown County Clerk's Department

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

January 25, 2024

PRESENT IN-PERSON: Robert Johnson, Terri Gulyas, Amy Bushman, Jose Garcia Chevrest, Jim Pecard, Dennis Rader, Eric Seubert, Greg Tilkens, Patrick Hopkins

PRESENT VIRTUALLY: Michael Conley-Kuhagen, Amy Barhite

EXCUSED: Eileen Littig, Marvin Rucker

ALSO PRESENT: Devon Christianson, Heather Bawyn, Christel Giesen, John Holzer, Ker Vang (virtual)

The meeting was called to order by Chair Johnson at 8:30AM

PLEDGE OF ALLEGIANCE

INTRODUCTIONS: Introductions were made around the room and virtually.

Amy Barhite joined the meeting at 8:35am

Ker Vang joined the meeting at 8:39am.

ADOPTION OF AGENDA: Chair Johnson reviewed the agenda as presented.

APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 14, 2023: Ms. Gulyas/Mr. Rader moved to approve the minutes for the December 14, 2023, meeting as presented. **MOTION CARRIED with no negative vote.**

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT UPDATE AND REVIEW

Review of the November 2023 Finance Report

Ms. Bawyn, Finance Coordinator, reviewed the November 2023 Finance Report noting the implementation of an investment strategy to increase interest income, the fact that salary and fringe are under budget due to vacancies and food costs are down due to a slight decrease in senior meals. Ms. Bawyn stated that the strategies implemented in Grounded Café are beginning to pay off as sales have been increasing.

Ms. Bushman/Mr. Conley-Kuhagen moved to receive the November 2023 Finance Report and place it on file.

MOTION CARRIED with no negative vote.

Review of Donor Directed Donation

Ms. Bawyn reviewed the Donor Directed Donations Report noting there were no changes in November.

Mr. Conley-Kuhagen/Ms. Gulyas moved to receive the November 2023 Donor Directed Donation Report and place it on file. **MOTION CARRIED with no negative vote.**

BOARD MEMBER FUTURING REPORT: DENNIS RADER

Mr. Rader presented his futuring report, *Addressing Housing Challenges Across the US for Aging Communities*, highlighting that Americans are living longer and though most hope to remain in their homes and communities, there has been a lack of preparation by developers and policymakers to ensure that the nation's housing stock meets the needs of people at all life stages and abilities.

Mr. Rader reviewed history, causes, trends and both national and local signals. He discussed accessory dwelling units (ADUs) as one possible option for accessible, affordable housing for those aging and/or living with a disability and reviewed local ordinances and resources. A discussion related to the need to advocate for and ensure appropriate housing for people of all ages ensued.

ADRC DIRECTOR'S UPDATE

Communication

Director Christianson shared a letter of thanks from the Office of the Blind and Visually Impaired for the financial support to support residents of Brown County in 2023.

Central Kitchen Update

Director Christianson reported that Brown County continues to support the building of a central kitchen to enable ADRC to prepare fresh and scratch meals on site for the senior nutrition program. Brown County has purchased the

property for the purpose of building central kitchen, dining space, Grounded Café, and housing. The panel has been meeting with developers and will meet with an additional developer early next month.

The potential partnership with the Central Library is being explored including the possibility of relocating ADRC services in the library which offers opportunity for shared mission, purpose, and efficiencies. An RFQ for an architect consultant to assist with this exploration is posted.

Michael Conley-Kuhagen left the meeting at 9:40am.

Aging/ADRC 2025-2027 Plan

Director Christianson provided an overview of the purpose, process, and timeline for developing the three-year Aging/ADRC Plan.

Director Christianson shared that she provides a monthly report to the Brown County Human Services Committee that includes data points that will help with monitoring plan activities as we move forward. The monthly report will be shared with the ADRC Board each month and eventually will be displayed as a dashboard on the ADRC website.

World Futures Day 2024

Please RSVP to Director Christianson by the end of the week if you are available and interested in attending.

2024 ADRC Board Calendar, Meetings and Futures Reports

Director Christianson reviewed the calendar and how to access ADRC Board Communication Central (see handout).

Jose Garcia Chevest left the meeting at 9:55am.

UNIT REVIEW: JOHN HOLZER, FACILITIES MANAGER

Mr. Holzer referenced the Facilities Update handout included in the packet highlighting projects and remodels, team composition, and future plans.

A discussion related to both the opportunities and need for intentional planning as we prepare for future ADRC facilities ensued. A need to be strategic in planning for future generations, remain focused on meeting needs through a variety of offerings (i.e. coffee, lunch, socialization, education, and services), create efficiencies, and maintain continuity and identity within multiple buildings. The complexities of working with multiple organizations, the need for communication and the desire to gather input from customers regarding their thoughts and ideas for the future were emphasized.

Amy Bushman left the meeting at 10:30am.

ADVOCACY OPPORTUNITIES & ANNOUNCEMENTS

Director Christianson reported that she attended the Green Bay City Council meeting and provided written testimony in support of two new positions to provide intense support for those who are unhoused.

Director Christianson shared that she has met with Senator Cowles' office regarding a transportation bill, Senate Bill 856, that proposes a pilot for the purpose of improving the coordination of transportation by ADRCs (see handout).

Disability Vote Coalition Lunch & Learn opportunities were highlighted

NEXT MEETING

The 2024 ADRC Board of Directors Meeting Calendar was reviewed. **The next ADRC Board of Directors Meeting is Thursday, February 22, 2024 at 8:30AM at ADRC of Brown County, 300 South Adams Street, Green Bay WI 54301.**

Ms. Gulyas/Mr. Tilkens moved to adjourn the meeting. **MOTION CARRIED with no negative vote.**

The meeting adjourned at 10:40AM.

Respectfully Submitted,
Christel Giesen
Assistant Director