BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
E-Mail: BC_County_Board@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600 PHONE (920) 448-4015 FAX (920) 448-6221

"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
May 23 – 27, 2016

MONDAY, MAY 23, 2016

*6:00 pm	Land Conservation Subcommittee	Room 161, UW Extension 1150 Bellevue Street
*6:15 pm	Planning, Development & Transportation Committee	Room 161, UW Extension 1150 Bellevue Street

TUESDAY, MAY 24, 2016

*1:00 pm	Cable Commission	Room 201, Northern Building 305 E. Walnut Street

WEDNESDAY, MAY 25, 2016

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

THURSDAY, MAY 26, 2016

*8:30 am	Aging & Disability Resource Center Board of Directors	Aging & Disability Resource Center 300 S. Adams Street
*10:00 am	Revolving Loan Fund Committee	Room 391, Northern Building 305 E. Walnut Street

FRIDAY, MAY 27, 2016
(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.

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LAND CONSERVATION SUBCOMMITTEE
Norbert Dantinne, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr,
Tom Sieber, Dan De Grave

LAND CONSERVATION SUBCOMMITTEE
Monday, May 23, 2016
6:00 pm
(PD&T to Follow)
Room 161, UW Extension
1150 Bellevue 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 April 25, 2016.

Comments from the Public

1. Departmental Openings Summary.

2. Budget Status Report for April 2016.

3. Director's Report:
   a. Manure Irrigation Workgroup Update.
   b. Karst Area Issues – Groundwater.
   c. WDNR Fisheries Award – Presented May 26, 2016.

Other

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

Norb Dantinne, Jr., 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.

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PLAN. DEV. & TRANS. COMMITTEE
Bernie Erickson, Chair
Dave Kaster, Vice Chair
Norbert Dantinne, Jr., Dave Landwehr, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE
Monday, May 23, 2016
Approx. 6:15 PM (Or to follow Land Con)
Room 161, UW Extension
1150 Bellevue 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 April 25, 2016.

1. Review minutes of:
   a. Harbor Commission (February 15, 2016).
   b. Planning Commission Board of Directors–Transportation Subcommittee (March 7, 2016)
   c. Rural Specialized Transportation Needs Study Advisory Committee (April 21, 2016).

Comments from the Public

Communications

2. Communication from Supervisor Schadewald re: the status of and reinstatement of the Facility Master Plan Subcommittee.
3. Communication from Supervisor Dantinne re: Have the Highway Committee review the work weeks, overtime pay and holiday pay for Highway Department employees. *Referred from May County Board.*

Presentation

4. Presentation and discussion re: Drones.

Port & Resource Recovery

5. 2016 Federal Policy Positions.
6. Bid Recommendation and Approval for Project 2056 – Residential Waste Drop-off Site at Transfer Station.
7. Budget Adjustment Request (16-37): Any allocation from a department's fund balance.
8. Director's Report.

UW-Extension

9. Director's Report.

Internal Auditor

10. Review of Preliminary Asphalt Plant Analysis.

Public Works

11. Referred from May Ed & Rec: Refer the speed study review to look at potentially reducing the speed on Dutchman Road to 45 miles per hour.
12. Discussion re: installing "No Engine Braking" signs on Hwy G in the vicinity of the intersection with Scray Hill Road. *Held for one month.*
13. Discussion and possible action with Library Director Brian Simons re: 425 Fund.
14. Summary of Operations.
15. Director's Report.
16. 6-Year (2017-2022) Highway & Bridge Capital Improvement Plan (CIP) Summary.
17. Open Session: Discussion and possible action regarding the placement of Parcel D-212-2 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview).
18. Closed Session: Discussion and possible action regarding the placement of Parcel D-212 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview). Pursuant to Wis. Stat. § 19.85(1)(e), any meeting of a governmental body may be convened in closed session 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.
19. Reconvene in Open Session: Discussion and possible action regarding the placement of Parcel D-212-2 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview).

Airport

20. Budget Status Financial Report for April 2016.

Planning and Land Services

Planning Commission

21. Update regarding development of the Brown County Farm property – standing item.
22. Budget Status Financial Report for April 2016 (unaudited).

Property Listing

23. Budget Status Financial Report for April 2016 (unaudited).

Zoning

24. Budget Status Financial Report for April, 2016 (unaudited).

Land Information – No agenda items.
Register of Deeds – No agenda items.

Other

25. Audit of bills.
26. Such other matters as authorized by law.
27. Adjourn.

Bernie Erickson, Chair

Attachments **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.**

305 E. Walnut Street
Suite 214
Green Bay, WI 54301
(920) 940-8224

NEWEYE

MAY 20, 2016

NEWEYE Commissioners

Allouez
Bob Dennis

Ashwaubenon
Jeremy Moeller

Howard
Adam Lemorande

Lawrence
Jennifer Messerschmidt

Brown County
Chad Weininger, Chair

Staff
Brian B. Lueth

NEWEYE Media Partnership

Board of Commissioners

Location:
Brown County Northern Building
305 E. Walnut Street, Green Bay
Room 201
Tuesday, May 24th, 2016
1:00pm

AGENDA

I. Call to Order

II. Approve/Modify Agenda

Items

1. Opinion on Commission Meetings being Public Meetings
2. NEWEYE Network Status
3. Video Production Partnership with NWTC
4. Emergency Management Presentation
   i. Role of Emergency Management
   ii. NEWEYE's Relationship with EM
5. Discussion on Content Creation Opportunities
6. Rate Sheet Approval for Sponsorships
7. Executive Directors Report
8. Comments from Commissioners
9. Future Agenda Items
10. Adjourn

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HUMAN SERVICES COMMITTEE
Erik Hoyer, Chair
Richard Schadewald, Vice Chair
Joan Brusky, Thomas De Wane, Patrick Evans

HUMAN SERVICES COMMITTEE
Wednesday, May 25, 2016
5:30 p.m.
Room 200, Northern Building
305 E. Walnut Street, Green Bay

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 April 27, 2016.

Comments from the Public

Report from Human Services Chair, Erik Hoyer

1. **Review Minutes of:**
   a. Board of Health (March 8, 2016).
   b. Children with Disabilities Education Board (May 10, 2016).
   c. Human Services Board (May 12, 2016).
   d. Veterans' Recognition Subcommittee (April 19, 2016).

Communications

2. Communication from Supervisor Zima (for Steve Deslauriers) re: I am requesting the Human Services Committee review why wind turbine complaints are not handled by the Health Dept. as other health complaint.
3. Communication from Supervisor Zima (for James Vanden Boogart): re: I am requesting that the attached document and the full report referenced therein be examined and discussed by the Human Service Committee and the Board of Supervisors and they take action to both officially dismiss Chua Xiong's decision regarding Shirley Wind and discuss possible actions to be taken to resolve the adverse health conditions at Shirley Wind, including consulting with an appropriate qualified environmental attorney to explore possible legal solutions.

Health Department

4. Budget Adjustment Request (16-39): Any increase in expenses with an offsetting increase in revenue.
5. Budget Adjustment Request (16-40): Any increase in expenses with an offsetting increase in revenue.
6. Budget Adjustment Request (16-41): Any increase in expenses with an offsetting increase in revenue.

Syble Hopp School

7. Syble Hopp School 2017 Budget.

Human Services Department

8. Examine scheduling issues Community Treatment Center – *standing item per motion at April, 2016 meeting.*
9. Executive Director's Report.
10. Financial Report for Community Treatment Center and Community Programs.
11. Statistical Reports.
    a. CTC Staff – Double Shifts Worked.
    b. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
    c. Monthly Inpatient Data – Bellin Psychiatric Center.
    d. Child Protection – Child Abuse/Neglect Report.
    e. Monthly Contract Update.
12. Request for New Non-Continuous Vendor.
13. Request for New Vendor Contract.

Aging & Disability Resource Center, Health Department and Syble Hopp – No agenda items.
Veterans Services – No agenda items.

Other

14. Audit of bills.
15. Such other Matters as Authorized by Law.
16. Adjourn.

Erik Hoyer, Chair

Notice is 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.

AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
BOARD OF DIRECTOR'S MEETING

Thursday, May 26, 2016 at 8:30 a.m.
300 S. Adams Street, Green Bay WI 54301

AGENDA

	Agenda Item	Handout	Action Required
8:30	1. Pledge of Allegiance		
8:35	2. Introductions-New Staff Introductions		
8:40	3. Adoption of Agenda	Yes	Yes
8:42	4. Approval of the minutes of regular meeting of **April 23, 2015**	Yes	Yes
8:45	5. Comments from the public • Must be limited to items not on the agenda • State name and address for the record • Comments will be limited to five minutes • The Board's role is to listen and not discuss comments or take action on those comments at this meeting	Yes	
8:50	6. Finance Report a. Review and approval of April, 2015 Finance Report b. Review and approval of Restricted Donations	 Yes Yes	 Yes Yes
9:00	7. Mauree Childress-Disability Advocate		
9:15	8. Staff Report: Nicolette Miller – Dementia Care Specialist		
9:45	9. Directors Report: a. 2-1-1/Crisis Center/ADRC Report b. Staff SWOT activity c. Upcoming trainings on 990 and Finance 101	 Yes Yes	
10:00	10. Family Care Update https://www.dhs.wisconsin.gov/familycareiris2/zones.htm		
10:15	11. Legislative Updates		
10:20	12. Announcements		
10:25	13. Next Meeting – Finance 101 and Executive Committee June 25, 2015 at the ADRC. Next full Board Meeting July 9th budget meeting!		
10:30	14. Adjourn		Yes

_____
Marvin Rucker, 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: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

AGENDA
BROWN COUNTY REVOLVING LOAN FUND COMMITTEE
Thursday, May 26, 2016
Northern Building
305 E. Walnut Street, Conference Room 391
Green Bay, WI 54301
10:00 a.m.

ROLL CALL:

Robert Patrickus	_____	Ron Van Straten, Chair	_____
Charles Riley	_____	Chad Weininger	_____

ORDER OF BUSINESS:

1. Approval of the minutes of the November 19, 2014, meeting of the Brown County Revolving Loan Fund Committee.

2. Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee will convene in Executive Session for the purpose of reviewing a partial security subordination request for Fusion Integrated Solutions, LLC.

   At the completion of the closed session, the committee may reconvene in open session to report the results of the closed session.

3. Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee will convene in Executive Session for the purpose of reviewing an amendment of the loan agreement for Shining Stars Pre-School & Childcare Center, LLC. Per the recommendations of the Wisconsin Department of Administration Division of Housing.

   At the completion of the closed session, the committee may reconvene in open session to report the results of the closed session.

4. Update regarding status of existing Brown County Economic Development Revolving Loans.

5. Other matters.

6. Adjourn.

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

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.

MAY 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Public Safety 12:15 pm	3	4	5 Ed & Rec 5:30 pm	6	7
8 	9 Executive Cmte 5:30 pm	10	11	12	13	14
15	16 ~~Mental Health Ad Hoc Cmte~~ *Cancelled*	17 Veterans Recognition Subcmte 4:30 pm	18 Special Public Safety Cmte 6:45 pm **Board of Supervisors 7:00 pm**	19	20	21
22	23 Land Con 6 pm PD&T 6:15 pm	24	25 Human Svc 5:30 pm	26	27	28
29	30 memorial DAY *County Board Office Closed*	31				

BROWN COUNTY COMMITTEE MINUTES

- Board of Health (March 8, 2015)
- Human Services Board (May 12, 2016)
- Library Board (April 21, 2016)
- Planning Commission Board of Directors – Transportation Subcommittee (March 7, 2016)
- Public Safety Communications Advisory Board (January 27, 2016)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
TUESDAY, March 8, 2016
5:00 PM

Present: Jay Tibbetts, Joe Van Deurzen, Harold Pfotenhauer, Richard Schadewald, Karen Sanchez, Susan Paulus Smith, James Crawford

Staff Present: Rob Gollman, Ann Steinberger, Patti Zich (minutes recorder)

1. **Call to Order, Welcome, and Introductions**
Jay Tibbetts called the meeting to order. Jay Tibbetts indicated Chua was sick and was not at the meeting. Jay Tibbetts indicated James Crawford was a new member and asked him to tell the Board about himself.

James Crawford indicated he is retired civil and environmental engineer. Jim has worked as a medical technologist in hospital labs, waste water treatment sludges, waste water treatment plants, hazardous waste sites. He has earned B.S. degrees in Life Science, Soil Science and Engineering. After graduation he moved to Shirley to work for Foth and Van Dyke. His clients were waste water plants, landfills and hospital infection waste disposal studies. He was hired by the DNR as their pollution control engineer in Green Bay and he worked there for 20 years before retiring. He regulated pollution sources like factories, rendering plants, and power plants. He took them to DOJ when necessary, wrote air permits and he wrote some state codes. He is married to Carol for 28 years and she is also an engineer with DNR. They live on a farm in rural Brown County three miles from the wind turbines with no symptoms and happy. He is honored to be appointed to the Board and his main interests are to improve mental health care in the County and to help resolve the distress of his neighbors with these wind turbines.

Harold Pfotenhauer states he is a funeral director. Harold served in the US Air Force during the Korean War. After serving in the US Air Force, Mr. Pfotenhauer worked for a funeral director for four years. He earned a degree at Northern Michigan University School of Management. He worked in the banking field for a number of years and then decided to become a funeral director. He went to Chicago and worked in Cook County morgue. He was 40 years old and went back to school and finished up mortuary school, got his license, and built a funeral home. He also obtained a scholarship to the funeral management school in Chicago. Harold states he is very honored to protect the health of the people in Brown County.

Joe VanDeurzen is presently employed as a commercial real estate agent and trying to retire. He has owned restaurants, managed school bus companies, was an officer, and a sailor. He has been on the County Board for 6 years as an elected official and has been on the Board of Health for 10 years.

Jay Tibbetts is a semi-retired physician, a GP. He retired from West Side Clinic Prevea in 1998. Since then he has worked as a volunteer physician at the free clinic. As far as his tenure with the Board of Health it begins with an appointment from then Mayor Sam Halloin in 1975. He is happy to continue to serve.

Richard Schadewald is a retired social studies teacher from Bay Port. He has been on the County Board 18 years. He was appointed to the Board of Health in October 2014.

Susan Paulus-Smith has a degree in Chemistry and she worked at DuPont and in the packaging industry. She went to graduate school for a short time. Then she went back and obtained her BSN degree here in Wisconsin. She is getting her graduate degree in May. She has also studied Spanish at the graduate level as well.

Karen Sanchez is a family nurse practitioner and she works for NEW Community Clinic, primarily healthcare for the homeless. She was appointed one year ago.

2. **Approval / Modification of the Agenda**
MOTION: To approve the agenda as presented. Schadewald / Pfotenhauer

MOTION: To remove agenda item no. 10 in regard to the PowerPoint presentation by Chua Xiong due to redundancy and post it on the Health Department website for those who have not had the opportunity to review and approve agenda as amended. Schadewald / Van Deurzen

MOTION CARRIED

3. **Approval of Minutes of meetings of December 15, 2015 and January 12, 2016**
MOTION: To approve the minutes from December 15, 2015 Van Deurzen / Schadewald

MOTION CARRIED

MOTION: To approve the minutes from January 12, 2016 Schadewald / Van Deurzen

Corrections were made to the minutes from January 12, 2016.

MOTION: To approve the January 12, 2016 as amended. Schadewald / Van Deurzen

MOTION CARRIED

Joe Van Deurzen would like the minutes to return to summary form and indicated that if anyone needed verbatim minutes that a recording was available for review. Dr. Tibbetts indicated that they all agree.

4. **Comments from the public.**

Sandy Johnson, 1893 Wayside Road, Greenleaf, WI, gave James Crawford the audio recordings of Chua's two statements given at the podium on December 15, 2015. Sandy feels it is very important that anyone reviewing the document have good training in physics. She states that Jim Crawford has three BS degrees and states he is qualified to take a look at the evidence and make decisions as well as Bill Acker. She indicates her sister got her nursing degree from Marshfield when they had three year programs. She never had physics. She didn't have it in high school. She didn't have it for her RN degree. Sandy wondered if Chua had training in physics because acoustic energy and electrical generation is physics. Sandy states she went home and after hearing Ms. Xiong say she didn't see any evidence, there wasn't enough science, she will look at annually, it might take her 5 years or 10 years but she would get to the bottom of it and Sandy stated that these people don't have 5 years. Sandy states that Core Director Jeanne Hewitt's website has a statement that she has her Ph.D. and is Director in Community Outreach and Engagement Core. She stated that the website states *"For example, we are working with a number of community partners to address 'noise on Milwaukee's near north side in the Lisbon Avenue Neighborhood. Noise as an environmental public health issue was brought to our attention by a local business owners. Key partners in this initiative are youth at Our Next Generation (ONG), bio-engineer and community noise specialist, Mr. Gonzalo Sanchez (President of Sanchez Industrial Design, Inc., Middleton, WI), and Center senior scientist, Dr. Daniel Weber. The COEC team facilitates this initiative, which includes the youth's preparation for a forthcoming community forum that the engaged students and youth will hold (with our assistance.)"* She found it interesting that the big thing they are focusing on is some businessman contacted their group and said we think the noise from some plant industry on this road is making kids sick. She called one of the pediatricians but never got a call back. She wanted to warn them to look into ILFN because these problems are not just with industrial wind turbines. Sandy gave the Board of Health members an article from www.rbs2.com/utiltity.pdf and asked "what is the liability in terms of if and when things can be causal and proven?" She states the State of Wisconsin per the Supreme Court holds the utility legally liable for the byproducts of electrical generation.

Jim Vanden Boogart, 7463 Holly-Mor Road. Jim wanted to address the five chosen documents that Chua used in her Power Point presentation. Jim states the Wisconsin Wind Siting Council Report, 2014, fails to meet the criteria that were used to include or exclude documents. One of those was Journal Impact Factor. He states it was never published in a journal so there is no impact factor. In regard to the peer review process, it was never peer reviewed. In regard to author credentials, there is no one on the Wind Siting Council that is PH.D. or a medical doctor or has any significant credentials. There is one person who is a doctor of dentistry so we have one medically trained person who had to go through medical school and he was in the minority group. In regard to authors' publications, no one on the Wind Siting Council really has any publications. In regard to author affiliations, the only affiliations that are significant and noteworthy are the fact that we have wind

developers on the Wind Siting Council. He states we have an environmental organization that there are basically no credentials in terms of author affiliations. In regard to research methods, there was no research done at all and that it was a literature review. Jim states that in terms of the criteria that was supposed to be used, it failed all these criteria. The makeup of the Wind Siting Council here is another reason why it should be disqualified. The makeup was appointed by statute. It wasn't appointed by selection of appropriate people. By statute, two of the members are wind developers who make all of their income from building wind turbine projects. They are doing a health review on the wind turbines. Two of them are executives from wind energy organizations or from utilities. One is from WE Energies, Andy Hesselbach and the other one was Dan Ebert from WPPI Energies, two members who build and operate the wind turbine projects. There are two environmental group members who received direct or indirect funding from the wind industry and whose agenda is promotion of wind energy. There are 6 which are considered the minority group out of 15. Minority means 43% of the entire counsel. The minority group was of the very strong dissenting opinion opposing the report, concluding the only one who had medical training who was the lead author of that dissenting opinion including the chairman of the counsel. Jim's final point was one of the members who wrote that report is Mr. William Rakocy, principal partner of Emerging Energies and the man who built Shirley Wind.

Dr. Tibbetts added of those members the physician member has never been filled. James Vanden Boogart said it was supposed to be one faculty member of the University of Wisconsin system with expertise regarding the health impacts of wind energy systems. That seat has been absent for many years.

William Acker, 3217 Nicolet Drive, Green Bay, WI. Bill submitted a document called "*Large endolymphatic potentials from low-frequency and infrasonic tones in the guinea pig.*" He has mentioned numerous times the importance of this document that was carried out by Professor Alec Salt, an otolaryngologist along with four other otolaryngologists. This document was not cited in any of Chua's work so he wanted to make sure this got into the record. In this study Professor Alec Salt was able to show that when the guinea pigs were exposed to low infrasound that they were annoyed. They had sensors on their brains and the sensors showed that the noise irritated them. He states this is one of the best documents he has seen as far as very in-depth analysis of the workings of the inner ear and how this whole process works. The other document Bill submitted was a document that was conducted in Japan on 15 wind turbines technicians. Basically, they exposed wind turbine technicians to different types of noise including infrasound and then their brain activity was monitored with an EEG to see if and how the noise affected them. Bill states it showed the other types of noise had no impact on their brain activity but the infrasound noise did have a negative impact. It did show that they were annoyed. It showed they had trouble concentrating during that exposure of the noise.

Bill gave the Board of Health a report he prepared in response to Chua's report. Bill states Chua used journal impact factor as a means of determining which documents were good and which documents were not good. He states journal impact factor was never intended to be that type of device. The purpose of journal impact factor is it was intended for librarians to help them make decisions on which journals they should purchase for the research libraries they represent. The problem with that process is the journals are set up in different divisions. If you are going to compare impact factors you should compare two journals that are in the same division. He states one of the reasons it is so important is because some journals in certain divisions will have a very high impact number. Professors and scientists are complaining about this journal impact factor because some journals have been caught pushing their numbers higher by asking the authors that are submitting articles to their magazines to include more references at the end of the article so they can increase the number of citations which then increases the impact factor.

Bill also states two of the documents she (Chua) favored were not peer reviewed. In this process you cannot have that because when they are not peer reviewed the people are allowed to say anything they need to say. This is why peer review process is so important.

Ben Schauer, 6225 Highview Road, Denmark, WI. Ben gave the Board of Health members a letter dated February 18, 2016 which refutes a couple of claims that another person living in his township made. Ben and his wife offered to swap homes for 6 months so then the Board can see for themselves and make their own unbiased opinion on what they feel the impacts are.

Barb Vanden Boogart, Morrison Wisconsin. Barb states in the Keith Stelling document, which is one Ms. Xiong reviewed, one of the documents that Ms. Xiong reviewed and contained in the Keith Stelling document which you all have lists how NASA has done approximately 10 years of study. NASA has come to the conclusion that

wind turbines emit ILFN. The governmental branch of the armed forces, the Navy, has researched what the nausogenisity range is of ILFN. That is detected within numerous homes in the Shirley wind project. She states you have all the studies all the worldwide experts that have submitted documents. You have the sworn complaints and affidavits which are legal evidence. Barb states if it were Flint Michigan and you had these emissions of the toxins into the water and you test the water coming out of the person's faucet and it is consistent with toxic levels and those people are displaying the symptoms of being ill, consistent with being close to those toxins, you stop it. She asked what was the difference except a lack of desire to move forward to protect them by whoever can make that decision. She states we have an ordinance that says based on potential, this is beyond potential. Barb states Chua chose to review the Massachusetts report. She asked the Board of Health to review their documents as there are numerous expert rebuttals to that report.

Bill Meindl, 125 West Mission Road. Bill states that at the last Human Services Committee meeting, Supervisor Erik Hoyer showed a PowerPoint presentation showing how the Health Board, over the last half dozen years or so, has been increasingly spending time on the Shirley wind power project. He states there are other considerations for the Health Board and Health Department to consider. The point he would like to make is he encourages the members of the Health Board and people who attend these meetings, to discourage them and to not tolerate disparaging and derogatory statements about the Health Director Chua Xiong. The Chair of this Board and County supervisors and members of the public have made statements about Chua Xiong that she is irresponsible, her behavior is borderline criminal, that she has been involved in dereliction of duty and other derogatory remarks. He feels it is unprofessional, uncalled for, and is out of line and should not be accepted. He mostly attends City of Green Bay meetings but as time allows he attends Brown County meetings. He has never seen the County's Planning Director Chuck Lamine treated this way or the County Airport Director Tom Miller treated this way or the County's Solid Waste Director Dean Haen treated this way or anyone else for that matter. He wondered why should be any different for the Health Director. He states you can disagree but feels attacking her with derogatory statements is out of line and should not be acceptable. He states it almost to the point to where to some degree there is an adversarial relationship between the Board of Health and the Health Department Director and that should not be tolerated. That should not be the case and that is just way beyond what should be acceptable behavior.

5. Zika Presentation

Ann Steinberger handed out information regarding the Zika virus. She is the nurse manager with communicable disease and adult health unit. As you know and have heard in the media the Zika virus has come to our attention. It is a mosquito-borne infection that is an arbovirus disease closely related to dengue fever, Japanese encephalitis and West Nile viruses. As you know West Nile is also transmitted by mosquitoes however that is a different mosquito that what transmits the Zika virus. This virus was first detected in Uganda in 1947 in monkeys. We have had sporadic cases in Africa and Asia. In 2007 there was an outbreak in the Yap Island. Ann pointed out the geographical distribution of the Zika virus, starting off in Africa and moved over to the Yap Islands off Japan, then to French Polynesia and now to Central and South America and Mexico.

In an area where you are introducing a virus where a lot of people do not have immunity to, more people will become ill. Zika is transmitted by the Aedes species of mosquitoes. The United States does have the Aedes mosquitoes. Mr. Schadewald asked about Wisconsin and Ann indicated Wisconsin did not. There is one mosquito the Aedes Aegyptus is the most efficient vector for this virus transmission and this is in more of the southern United States, like Florida and Georgia area. There is also another mosquito that possibly could be a vector for the Zika virus which is the Aedes albopictus. This mosquito goes as far north as Illinois.

Other modes of transmission of the Zika virus can be through the intrauterine and perinatal transmission, sexual transmission, laboratory exposure and blood transfusion.

Mr. Schadewald asked if Wisconsin's mosquitoes won't spread it or just currently don't. Ann stated the mosquitos that we have in Wisconsin are not the species of mosquitoes that typically are known to transmit this virus. Mr. Schadewald wanted to know if they could become a species that does. The Division of Health and UW Madison are working together doing surveillance of mosquitoes in Southern Wisconsin and to monitor for the Aedes mosquitoes. Any individuals with the Zika virus are encouraged during the first week of illness to avoid mosquito exposure because we don't want to introduce the Zika virus to our species of mosquitoes.

Currently there is no known transmission of the Zika virus in the United States. All of the cases identified are travel associated. Once infected, a person will have lifetime protective antibodies and the best form of

prevention is protection against mosquito bites. They are aggressive and day time biters so we encourage no standing water and use insect repellent. The Zika virus is relatively mild, 4 out of 5 people that are infected don't even know they have the disease. The people that are symptomatic usually have mild symptoms like fever, rash, joint pain, red eyes, muscle aches and headache. Mainly if they are ill it is supportive care, plenty of bed rest and drink lots of fluids. They are still investigating the link between Guillain-Barre syndrome (GBS) and the Zika virus. There have been reports after the Zika virus infection more people have had Gillian-Barre. That link is still being investigated by the World Health Organization and the CDC.

Microcephaly – where you have small heads of infants born to mothers who have the Zika virus. This is reported more with the outbreak of the Zika virus however that link is still being investigated. The CDC recommended any pregnant woman in any trimester should avoid traveling to areas where Zika virus transmission is ongoing. We are testing for Zika in the United States and here in Wisconsin. The symptoms of Zika virus infection are similar to dengue and chikungunya, we recommend testing for all three. Currently, there are no commercially available tests. Testing is performed at the CDC through assistance from the Wisconsin State Laboratory of Hygiene (WSLH). Anyone tested for Zika virus and if it's a fee exempt has to be approved by the DHS Vector borne Epidemiologist. If they are not available we can approve that testing too. We test people who have history of travel to Zika virus affected areas within 2 weeks from illness onset, and at least two signs and symptoms. We also test asymptomatic pregnant patients with a history of travel to Zika virus affected areas. This testing is performed within 2-12 weeks after travel. We are monitoring 16 people in Brown County that we have sent in specimens for the Zika virus.

Zika virus and breastfeeding - The Zika virus has been detected in breast milk however; there have been no cases of Zika transmission associated with breastfeeding. We still encourage mothers to breastfeed their infants. The benefits of breastfeeding outweigh theoretical risks. At this time animals do not appear to be involved in the spread of Zika virus. Nonhuman primates, such as monkeys and apes, have shown the ability to become infected with Zika virus. Primary prevention measure is reducing mosquito exposure. Avoid exposure to mosquitoes. Use insect repellent. Eliminate standing water in/around home. Keep mosquitoes out of your home.

CDC released a health advisory 1/15/2016 about the emerging threat of Zika virus infections in travelers returning from Central America, South America, and Mexico. Local vector-borne transmission of Zika virus has not been documented or reported in the United States. Travel-associated Zika virus disease cases reported is 153. We are communicating with medical providers, infection control, partners in the hospitals, the clinics the current CDC and WI DHS guidelines and recommendations. Zika virus is a reportable infection and is investigated in Wisconsin as part of arbovirus surveillance. We are doing surveillance on all specimens submitted for testing from our County. We are utilizing social media, internet, display boards, fact sheets to promote mosquito prevention. The WI DHS and University of Wisconsin-Madison, Medical Entomology Laboratory are collaborating with mosquito surveillance for possible emerging Aedes species.

Another emerging concern is Elizabethkingia. The WI DHS is currently investigating an outbreak of bloodstream infection. The majority of the patients diagnosed are over the age of 65 and all have at least one underlying serious illness. At this time, there are 44 reported cases in Wisconsin. 18 people have died and it is not known if it is related to the Elizabethkingia or an underlying medical condition. The CDC is here in the State working with the Division of Health trying to find the source of this infection. The Bacteria is found the environment, typically does not impact humans. Various questions from the Board of Health members were answered by Ann Steinberger.

6. **Environmental Division Update** – Rob Gollman addressed his handout and thanked the Board for approving the reduced fee for the radon test kits. The promotion was successful. We sold 112 kits in the months of January and February which was 19 more than we did all of last year. Of those 112 sold, so far 49 have been submitted for testing. Of those results reported, 21 have shown elevated levels at 4 picocuries or above and we have advised retesting. Many of those individuals came back and purchased another kit. Dr. Tibbetts asked about distribution. Rob indicated they did mapping and there was no pattern to distribution. They are scattered across the county. Joe Van Deurzen asked what the shelf life was on a radon kit. Rob indicated as long as the packaging remains intact it is indefinite. It is activated carbon inside and double sealed. We have had kits used which were several years old and reporting accurately. Nothing has come back from the company stating there are any issues. Joe Van Deurzen asked about other opportunities to sell these kits. Rob indicated we have a couple of events in the future with our lead coalition at which we can promote them.

Several members of the Board of Health offered ideas to promote selling the kits. Rob indicated he had some other ideas as well for the future.

Rob indicated at the February 24, 2016, Human Services Committee meeting there was a communication from Supervisor Zima expressing concern regarding our additional tavern license fee which is $37.00 for additional tavern areas. Rob explained we instituted this fee back in 2009 because we were seeing an increase in additional bar areas being built in establishments. An additional bar area has all the accoutrements that require inspection and costs our staff extra time. The division is 100% fee funded on the licensing side so we felt it appropriate. The fee is currently $37 and it has been raised $1 in the last 5 years. We thought this was the most equitable way to assess added cost and charge those who require the additional time. For instance, a large banquet facility may have three separate banquet halls and each will have a full service bar and that requires a lot of time. The fiscal impact for our division would be $3,200 for additional tavern area fees.

Rob indicates he just finished the annual report numbers for 2015 which is in the provided handout. Rob states we are fully staffed and hopes to see an upward trend on inspection numbers if we can retain staff.

Rob indicates odor complaints are down as we have received 6 this year, of those two were verified. One was from a source we could not determine.

James Crawford asked about beach monitoring and Rob indicated we used to be part of this but funding from the State and DNR dried up so we were not able to continue the program. The numbers on the report are for two contracts for water testing of natural bodies of water; one is at Ashwaubomay Park and the other is from the DNR to do some testing of water collected in the area of concern in Green Bay.

7. **Correspondences -** Jay Tibbetts has a letter from Dave Enz.

MOTION: To receive and place on file correspondence received. Schadewald / Van Deurzen

MOTION CARRIED

Jay Tibbetts indicates he did send emails from Rick James, Steve Cooper, Steve Ambrose, Robert Rand and Jerry Punch. All of these things are considered public documents that have been sent to all the members of the Board of Health, Chua, Corporation Counsel and Doug Schneider.

8. **Communication**
   a. **Board of Supervisor meeting January 17, 2016 regarding increasing Board membership from 7 to 9**

Jay Tibbetts indicates the state statute allows for a maximum of 9. He could not find any information on what the minimum was. No more than three can be elected positions. They request a good faith effort to get an RN and a MD on the Board. Jay Tibbetts thinks the suggestion for the increase came from the County Board thinking it would be helpful to tackle some of the issues especially the wind stuff but he is not sure. Jay Tibbetts questioned would be easier or more difficult to find a quorum with the increase in numbers. Jay Tibbetts thinks the Board has always been at this number and he thinks it has worked very efficiently. Richard Schadewald indicated be believes the intent was that if we are going to have a serious discussions on wind turbines, it would be very hard for a single county board supervisor to explain to the other 25. If there was another county board supervisor, or two more, then it becomes part of the general discussion. Mr. Schadewald indicates it was meant to enhance the communication and the knowledge or awareness of what was going on. He believes the only reason they said 7 to 9 was because Corporation Counsel indicated you could raise it to 9. Rick thinks it might be a little better because he doesn't want to take an RN or medical doctor off the board to get more county board supervisors. He wanted to get more county board supervisors part of this discussion because he feels it is an important issue; although they can come to the meetings. Dr. Tibbetts did seem to think it was a suggestion. He thinks it was sent initially to Human Services and they sent it to Board of Health and he thinks we need to discuss this and take a stand and then send it back to Human Services with our recommendation.

Richard Schadewald's opinion is you can leave at 7 or increase to 9 so you have an advantage to get another county supervisor on the County Board to be part of the discussion.

Harold Pfotenhauer favors a smaller board because there is more continuity with smaller boards. He states there are always egos working together and that can create more problems than you want. So on the basis of his experience he prefers 7 members.

Joe Van Deurzen would like to keep the politics out of this. He indicates we have one political representative to convey our information to the County Board and Mr. Schadewald does a great job. Politicians have to work for their constituents and could therefore be influenced by them. He prefers it at 7 as well.

Karen Sanchez agrees with Harold and Joe. By keeping it at 7, it is more efficient and the politics concern her too.

Susan Paulus-Smith agrees that having more county board members would, to some degree, connect us more to the County Board but she questions whether they need to be able to vote. Do you need two supervisors to vote which is kind of the political piece of it. Mr. Schadewald indicated he was not thinking about the voting. Susan agrees with the continuity piece and that it is a big job for Mr. Schadewald. Mr. Schadewald indicates people are coming to talk at County Board meetings, which is educating them as well.

Jim Crawford thinks small boards work better. If you get larger you have fewer people talking. What he senses is there is a concern, we are saying the wind turbines are a health hazard and the director is saying they are not. I am a little disappointed with the relations and maybe she is not as supported as she needs to be. He is fine with 7 because he likes smaller boards as well.

MOTION: To recommend that the Board of Health membership count stays at 7 members and does not increase to 9 members. Pfotenhauer / Van Deurzen

MOTION CARRIED

9. **Director's Report**
No Director report.

10. **PowerPoint** Presentation as per 1/27/16 Human Services Committee meeting by Health Director Chua Xiong and her decision regarding the IWTs at Shirley Wind.

Removed from agenda under Item No. 2.

11. **All Other Business Authorized by Law**
Jim Crawford wants to move the wind turbine issue in a certain direction. He read December through the latest minutes and they are extensive. He has read the blue book and feels there is a lot of good stuff to glue this theory together on how wind turbines are affecting humans. He asks, what kind of action do we want to take? He goes back to what code are we dealing with if we call it a hazard. He wants to go through his thought process and figure out where we might want to go to relieve this issue. Step one is read the County Code Chapter 138. It says "what is a health hazard." It "*means a substance, activity or condition that is known to have the potential to cause acute or chronic illness or death if exposure to the substance, activity or condition is not abated.*" What is known? Jim gives this idea. You would call e coli on a beach a health hazard because it is known that other products, excretion, typhus or cholera or other deadly germs. He states if you find e coli on a beach you have the potential to have a health hazard because it is known what the association is. He thinks that to be known you have to be certain. You have to have some proof. He thinks what we have here is what he will call "Theory A." You have to admit it is not a proven fact yet and that needs to happen. He believes Chua did a great job in reviewing and arriving at her conclusion about the association between wind turbines and a health hazard. She concluded it is not according to this definition and he thinks she reached the right conclusion. The correct conclusion is that Theory A needs to be better proven before wind turbines are considered a health hazard. Those working with the anti-wind turbine group Theory A may scream it is a fact. But it is not. It is a theory. It is a theory by association and draws on local case reports, the detection of infrasound and a few far flung studies that occurred elsewhere that support the theory. That is how you glue a theory together. It is logical. Case reports have value but primarily in generating theories. To test the hypothesis a study must be done that demonstrates infrasound sickens some humans as proposed. Not guinea pigs, humans. "*If the human body is affected by low, sub-threshold sound levels, a unique and not yet discovered receptor mechanism of extraordinary sensitivity to sound is necessary.*" This statement was taken

from a Canadian study done in 2009 by three M.D.s and three Ph.D.'s. He states what they reviewed was what the Brown County Board of Health sort of based and put their money on, Dr. Nina Pierpont's book. This group found that it is lacking in medical reason and understanding. The vestibular theory is also indicated as impossible and he will give some of their reasons.

James states that what they say is that all things in our body produce sound. When we inhale, the sucking in of air creates a low pressure zone. When you exhale you are creating a different pressure wave. The heart creates sound. The bowels create sound. We are creating sound constantly. James says that what these doctors say is this sound is what overrides any external infrasound coming to our bodies and that is their theory. There are counter theories to Theory A and that needs to be tested too. In fact, they give some counter theories of medical reasons that are producing these symptoms. Things like the nocebo effect, kind of the opposite of placebo. He continues they say that wind turbine activists can produce the nocebo effect. They also bring up somatoform disorders. Essentially it is stress disorders which are real and you can actually sense if a turbine is on or off according to the definitions in this description of the disease. The doctors say it is probably a like cause why people can detect turbines on or off. Basically the medical community has claims and counterclaims. They all have theories. The good news is that if it is one of these disorders causing these disease symptoms it is easily treated if their theory is correct. If theory A is correct you need to stop the turbines at night so people can sleep or reduce their hours of operation in some way. There is a big difference in consequence. In these two groups of theories he hopes that we can all agree that they have done a good job of gluing a theory together and they have some of the elements of science in it. He believes it now needs to go to the medical school. It needs to go to a lab and not just with acoustics. That is just a tiny part of this problem. He thinks the pro-wind turbine people would agree. They are acoustics. There is infrasound everywhere and the body deals with it. That is what Theory B says; you could be treated easily for these symptoms. He agrees a study could take several years but he thinks it is important to meet our goals. The long term goal is what is the effect of wind turbines and how should Wisconsin adjust its setback rules so that no more big wind farms go close to people that causes a lot of sickness. That is ultimate goal in this. James states to do it, to get there, you have to stop sniping and you have to move forward on two things. One, we have to have someone go and investigate where should we get a study done. He suggests Madison's Medical School. Two, he thinks the second goal is we have to find immediate relief of these symptoms that were experienced. He thinks that could include what Theory B suggests they do. It could include moving out of the area and getting the utility to buy their home for the price before the wind turbines moved it. He believes the immediate thing is a legal action and it is not going to be by the County. This is not a health hazard legally. He thinks the individuals go get an attorney and start talking to Duke Energy. He also thinks the Town of Glenmore has a legal agreement with Duke Energy and if it is being violated, you have the grounds for good legal action. He wondered how can the County help. He thinks that the County can help by sending some of this payment money it is getting every year from Duke Energy, $26,000 should be sent back in some legal way to the Town of Glenmore. The Town then can, if it is going to do its own lawsuit, it would certainly represent residents and bring relief, whatever that would be. It could be stopping the turbines at night time hours. He thinks that sort of legal action has to happen. It shouldn't have taken 5 years, because actually this sort of theory might be used against you. He states the Board of Health is an advisory board. Jim would like a future agenda item to discuss moving forward with the County Board on the wind turbines.

12. Adjournment / Next Meeting Schedule

MOTION: To adjourn meeting — Schadewald / Van Deurzen

MOTION CARRIED

NEXT MEETING:
May 10, 2016 5:00 PM

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 12, 2016 in in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Paula Laundrie, Susan Hyland, Carole Andrews, Craig Huxford, Bill Clancy

Excused: JoAnn Graschberger

Also Present: Erik Pritzl, Executive Director
Luke Schubert, Hospital & Nursing Home Administrator
Eric Johnson, Finance Manager
Molly Hillmann, Contract & Provider Relations Manager

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1. **Call Meeting to Order:**
The meeting was called to order by Chairman Lund at 5:15 pm.

2. **Approve/Modify Agenda:**
LAUNDRIE/HYLAND moved to approve the agenda.
The motion was passed unanimously.

3. **Approve Minutes of April 14, 2016 Human Services Board Meeting:**

ANDREWS/HUXFORD moved to approve the minutes dated April 14, 2016.
The motion was passed unanimously.

4. **Public Hearing 2017 Budget**
The Public Hearing was open and no members of the public participated or offered comments. There is no testimony documented.

Chairman Lund closed the public hearing.

5. **Executive Director's Report:**

Executive Director Pritzl handed out his report (attached). He stated he used a different format with updates broken down by units. He went over some of the key items. Pritzl stated that they are working with Bellin regarding incapacitated versus intoxicated individuals and how to bridge the gap for services.

Q: Citizen Board Member Laundrie asked how we handle clients who have co-occurring issues.
A: Executive Director Pritzl stated that individuals who have a co-occurring condition prior to them arriving, will be treated as a mental health situation. Pritzl stated that Laundrie made a good point, citing there could be individuals arriving at Bellin who

present as intoxicated and it isn't determined until after that there is a co-occurring condition. Those people should be evaluated by the Crisis Center.

Pritzl also stated that if the client is not accepted at a facility, it is our department's responsibility to figure out how to transport them.

Pritzl went over the expanded Child Protection Reports and noted the current 'dip' during summer months due to school being out. He stated that our increase in CHIPS (CHild in Need of Protection of Services) petitions has caused a workload increase for Corporation Counsel.

Q: Chairman Lund asked if we work with the park department staff to make them aware of signs of abuse and neglect.
A: Executive Director Pritzl stated that would be a great idea for outreach. We do focus a lot on mandatory reporting but working with the parks would be a good idea and we could even put together a presentation to share with them.

Pritzl also thanked the Community Treatment Center staff who came in on a Sunday to work collaboratively due to the annual nursing home surveyors who arrived.

ANDREWS/LAUNDRIE moved to receive and place on file.
Motion was carried unanimously.

6. Presentation re: Contracts

Contract and Provider Relations Manager Molly Hillmann gave a Power Point presentation to the board (attached).

Q: Chairman Lund asked how much money we spend on non-continuous providers.
A: Hillmann stated that we spend approximately 3 million dollars annually.

Q: County Board Member Clancy asked if Corporation Counsel has to approve the provider contracts.
A: Hillmann stated that we have a standard template that Corporation Counsel has approved so we do not have to get individual approval on each contract.

Citizen Board Member Laundrie stated she had an opportunity to tour an adult family home which she found very interesting. Citizen Board Member Huxford stated that that his family member was in an adult family home for three years and it was a great experience for her.

CLANCY/ANDREWS moved to receive and place on file.
Motion was carried unanimously.

7. Administrator Report (CTC):

The NPC monthly report and QAPI Summary Report was submitted with the board packet agenda. CTC Administrator Schubert highlighted parts of his report.

Q: County Board Member Clancy asked if we need to get quotes on medications before we purchase.
A: Schubert stated that we have a contract currently through Streu's for prescription medications and for over-the-counter medications, we have another provider we work with.

Q: Citizen Board Member Laundrie asked how we handle someone who is, for example, schizophrenic, and needs their medications immediately.
A: Schubert stated that if we have any medical history on the individual, we can contact their doctor. If the person isn't lucid or we do not have their history on file, we would not be able to determine what they need immediately.

Schubert stated that we are working to get an automated dispensing system as part of our plan of correction so that clients can receive their first dose of needed medication within two hours.

The nursing home survey went well and although we are waiting for the official report, we only had 4 low level citations and expect a positive overall report.

HUXFORD/HYLAND moved to receive and place on file.

Motion was carried unanimously.

8. Financial Report:

Financial Manager Eric Johnson handed out a CTC budget sheet for March year to date to the board (attached). CTC is budgeted to break even on a cash basis. We do not have Community Programs YTD for March completed yet but we hope to have both ready for April YTD at next meeting.

We have determined a solid method for doing payroll accruals which means our financial picture will be more accurate each month and for year to date results going forward. We will then look operationally to determine why we have slightly higher expenses then budgeted.

Executive Director Pritzl stated that, in comparison to last year, we are doing very well. He illustrated the large difference in the far right column of the report. Some of the higher expenses last year were due to survey citations which we rectified with outside consultants and temporary increase of staffing to error on the side of caution. Citizen Board Member Laundrie stated that she has seen the collaboration of our leadership team and things are 'on the upswing' for Brown County residents.

ANDREWS/HYLAND moved to receive and place on file.
Motion was carried unanimously.

9. Statistical Reports:
Please refer to the packet which includes this information.

10. Approval for New Non-Continuous Vendor:
Please refer to the packet which includes this information.

11. Approval for New Vendor Contract:
Please refer to the packet which includes this information.

LAUNDRIE/ANDREWS moved to receive items 9 – 10 and place on file.
Motion was carried unanimously.

12. Other Matters:

Executive Director Pritzl stated we mailed out the 2015 Annual Report and if any board members had any questions, they could feel free to let us know. He also stated he attended the Board of Health Meeting on May 9th to talk about the 4 part mental health initiative and talked about their Community Health Improvement Plan (CHIP) and how our services intersect with theirs.

Next Meeting: Thursday, June 9, 2016
5:15 p.m. – Community Treatment Center Room 365

13. Adjourn Business Meeting:
LAUNDRIE/ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:22 p.m.

Respectfully Submitted,

Kara Navin
Office Manager

BROWN COUNTY HUMAN SERVICES

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Phone (920) 448-6000 Fax (920) 448-6126

Erik Pritzl *Executive Director*

To: Human Services Board
Human Services Committee

From: Erik Pritzl, Executive Director EP

Date: May 12, 2016

Re: Executive Director's Report

Activities since the last time the Human Services Board and Committee are summarized below by the primary division area of the department.

Community Programs

Behavioral Health

Mental Health Initiatives:

- The Day Report Center component of the initiative was approved to proceed by the County Board on April 19th. The Request for Proposals (RFP) related to the Day Report Center has been published, and is available on the County purchasing website. In addition, information was sent to known providers of the service. Proposals are due by May 25, 2016. The scoring committee for the proposals will include representatives from the District Attorney's office, Human Services (Contracting and Treatment Courts), and Corporation Counsel.
- The Detoxification services component of the initiative was also approved to proceed by the County Board on April 19th. Department staff are working with the provider to refine the procedure and protocol associated with accessing the service. This should be completed by the end of May.
- Mobile Crisis Expansion was approved previously, and the contracted provider, Family Services, has added one position. Recruitment has been ongoing, and other positions have become vacant since the expansion was approved.
- Transitional Residential Treatment will be the next focus area. The purpose of this service has been to address the ongoing treatment needs of people related to substance use/abuse, and who have been determined to be in need of residential treatment services. This has been challenging as an area because of the connection to utilizing space at the Bay Haven Community Based Residential Facility unit of the Community

Treatment Center. Department staff are determining the best use of the space, and recommended changes.

Children, Youth and Families

Foster Care Events

May is National Foster Care Month, and to recognize this important area, the Mayor of Green Bay and Brown County Executive signed a joint proclamation at the Lambeau Field Atrium on April 29, 2016. Mark Murphy, President and CEO of the Green Bay Packers joined the Mayor and County Executive at the event to speak to the importance of foster parenting, and the need for more families. On May 4, 2016, a Foster Care Fair was held at the Lambeau Field Atrium. During this event, Human Services Department staff provided information on recruitment and licensing, a panel of foster parents talked about their experiences, and a new video to promote foster care was shown. Leadership Green Bay has been instrumental in supporting the efforts to improve our foster care resources, and this was one of the projects they supported in the community.

Child Protection Statistics

This month you will see some more detailed information related to Child Protective Services reports. On a quarterly basis, the program area will provide more information about reports received and screened by agency staff members. If there are other important data elements the board would like to see, please ask and agency staff will prepare a response.

Volunteer Recognition

A Volunteer Recognition Dinner was held at Lambeau Field in the Atrium on April 28, 2016. Once again, Glen Tilot did a great job coordinating the event, and adding many personal touches to his presentation of various awards. This is a wonderful event to highlight all of the support volunteers provide to the people served by the department.

Economic Support

The annual Child Care Certification Review by the State of Wisconsin was completed and received at the end of March, with the response from the department to any findings accepted on May 4, 2016.

Community Treatment Center

The utilization of the three units of the Community Treatment Center continues to be higher than 2015:

- The Nicolet Psychiatric Center unit is showing an average daily population of 10.9 for the year, with April slightly higher at 11.4.

- The Bay Haven CBRF unit had an average daily population of 2.3 in April, a decrease from the 5.3 in March. The year to date average daily population is 3.3, which is close to the budgeted average of 3.6, and a significant improvement over 2015.
- Utilization of Bay Shore Village Nursing Home unit continues to be at or near capacity of 61, with two additional beds reserved for Emergency Protective Placements.

The annual nursing home survey by the State of Wisconsin took place from May 1st-May 3rd. The department will receive the final report of the inspection soon, and prepare any plans of correction that are needed. The general feedback was positive from the surveyors.

CONTRACTS UNIT

BROWN COUNTY HUMAN SERVICES
MAY 2016

OVERVIEW

What is a contract?

A contract is a written agreement with specific terms between two or more entities in which there is a promise to do something in return for a valuable benefit.

Why do we need them?

- Provide a description of responsibilities
- Establish timeframes for responsibilities
- Bind parties to their duties
- Secure payment or other 'valuable benefit'
- Provide recourse if the relationship falters

HUMAN SERVICES CONTRACTS

'PROVIDER' CONTRACTS

Purchase-of-service agreements with area residential and non-residential care agencies to provide various services and care to our clients.

Examples:

- Advocates Extension for respite
- Options Lab for drug screening
- Smet Adult Family Home for residential services (1-2 bed AFH)
- Dr. Klein for autism assessment/therapy
- Villa Hope for supported apartment/ housing program

ALL OTHER HS CONTRACTS

Community Programs

- State revenue contracts
- MOUs with other gov/agencies
- MCO service contracts
- Grant agreements
- Business Associate Agreements

CTC

- Health care provider contracts
- Equipment maintenance agreements
- Other counties purchase-of-service contracts
- Student placement agreements

PROVIDER CONTRACTS

Contract vs. Non-Continuous

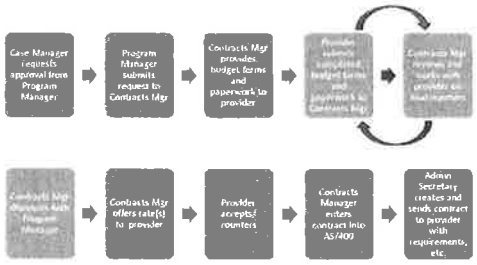
Contracted Providers

- Over $10,000 in services
- Approximately 100 at this time totaling over $20 million
- Specific services are defined
- Rates are negotiated/set for a period of time
- Written, binding agreement

Non-Continuous Providers

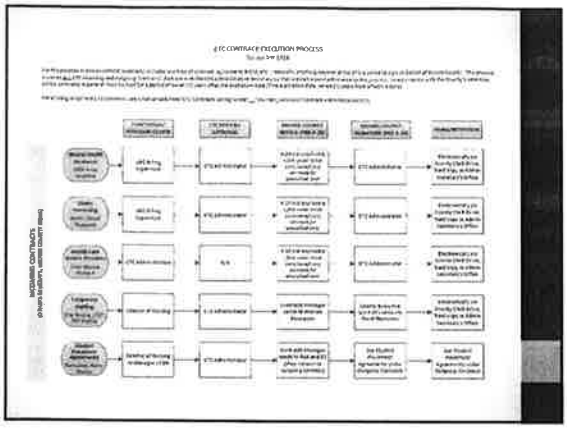
- Under $10,000 in services
- Thousands in the system; hundreds actively used
- Services are uncommon or unknown ahead of time
- Services not usually on-going
- No written, binding agreement

PROVIDER CONTRACT PROCESS



OTHER HS CONTRACTS PROCESS

- Dictated by County-wide Administrative Policy A-20: *Contract Execution*
- Internal procedure matrix created for CTC contracts
  - CTC Administrative Secretary is main contact, coordinates with Contracts Manager
- Internal procedure matrix created for CP contracts
  - Contracts Manager is main contact
- Copies of contracts are available to all Human Services



PROVIDER ISSUES

Many issues that arise with contracted providers (on our side and their side) relate back to the terms of their contract.

What is considered a contracted provider issue?

- Provider not getting paid on time/correctly by Brown County
- Provider submitting invoices for unauthorized services or services at a rate other than their contracted rate
- Concerns with provider staff
- Providers not obtaining Intercounty Agreements for out-of-county clients

CONTRACTS UNIT STAFF

Molly Hillmann

Contract and Provider Relations Manager

- Oversees Contracts area
- Creates new or amends existing provider contracts; negotiates rates
- Addresses provider issues
- Reviews all other HS contracts and ensures compliance with County policy

CONTRACTS UNIT STAFF

Lori Gauthier

Contracts Administrative Secretary

Works M/T/Th

- Provides administrative support to Contracts area
- Processes W9s; sets up providers (and others) in system
- Tracks everything!
- Maintains all filing systems

CONTRACTS UNIT STAFF

Diane Zenz

AFH Coordinator

Contracted; avg 12 hours/week

Worked at BC 34 years, most recently in APS and CIP programs

- Certifies Adult Family Homes
- Acts as main liaison for AFH providers
- Maintains AFH Vacancy spreadsheet
- Assists social workers/staff with appropriate placement matches

ADULT FAMILY HOMES

An Adult Family Home (AFH) is a certified residence where service and support is provided for up to 4 residents by individual(s) who also live at that residence.

AFH Facts:

- 1-2 bed AFHs are certified by the County (Diane)
- 3-4 bed AFHs are certified by the State, but County uses
- Popular for long-term care residents, but also for behavioral health/AODA
- Brown County now concentrating on those AFHs geared toward behavioral health/AODA

Community Treatment Center

Through 03/31/16
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund **630 - CTC**									
REVENUE									
Property taxes	2,797,019.00	.00	2,797,019.00	233,084.92	.00	699,254.76	2,097,764.24	25	644,570.76
Intergov Revenue	4,006,480.00	.00	4,006,480.00	399,523.37	.00	1,022,998.63	2,983,481.37	26	600,089.72
Public Charges	3,826,594.00	.00	3,826,594.00	385,696.65	.00	958,296.39	2,868,297.61	25	944,141.52
Miscellaneous Revenue	1,569,820.00	.00	1,569,820.00	168,791.26	.00	447,968.59	1,121,851.41	29	287,033.97
Other Financing Sources	.00	6,397.00	6,397.00	.00	.00	.00	6,397.00	0	.00
REVENUE TOTALS	$12,199,913.00	$6,397.00	$12,206,310.00	$1,187,096.20	$0.00	$3,128,518.37	$9,077,791.63	26%	$2,475,835.97
EXPENSE									
Personnel Costs	8,825,562.00	6,397.00	8,831,959.00	829,986.68	.00	2,358,801.95	6,473,157.05	27	2,339,362.00
Operating Expenses	4,178,122.00	.00	4,178,122.00	379,955.79	.00	1,121,259.76	3,056,862.24	27	1,063,887.87
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	$13,003,684.00	$6,397.00	$13,010,081.00	$1,209,942.47	$0.00	$3,480,061.71	$9,530,019.29	27%	$3,403,249.87
Fund **630 - CTC** Totals									
REVENUE TOTALS	12,199,913.00	6,397.00	12,206,310.00	1,187,096.20	.00	3,128,518.37	9,077,791.63	26	2,475,835.97
EXPENSE TOTALS	13,003,684.00	6,397.00	13,010,081.00	1,209,942.47	.00	3,480,061.71	9,530,019.29	27	3,403,249.87
Fund **630 - CTC** Totals	($803,771.00)	$0.00	($803,771.00)	($22,846.27)	$0.00	($351,543.34)	($452,227.66)		($927,413.90)
Grand Totals									
REVENUE TOTALS	12,199,913.00	6,397.00	12,206,310.00	1,187,096.20	.00	3,128,518.37	9,077,791.63	26	2,475,835.97
EXPENSE TOTALS	13,003,684.00	6,397.00	13,010,081.00	1,209,942.47	.00	3,480,061.71	9,530,019.29	27	3,403,249.87
Grand Totals	($803,771.00)	$0.00	($803,771.00)	($22,846.27)	$0.00	($351,543.34)	($452,227.66)		($927,413.90)

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **April 21, 2016** at **5:15 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

PRESENT: MIKE AUBINGER, CHAD BIANCHI, NATHAN JESKE, DAVID RUNNING, JOHN VAN DYCK and JOHN VANDER LEEST

EXCUSED: BOB NIELSEN, and CHRISTOPHER WAGNER

ALSO PRESENT: Brian Simons, Curt Beyler, Lori Denault, Sue Lagerman, and Emily Rogers (staff). Jane Dedering and David Lang, HGA; Bill Meindl, GB Development News; Michelle Lachat, NEA; Staush Gruszynski, Joan Brusky, and Tom Sieber , Brown County Supervisors; Beth Lemke, Neville Public Museum Director; Eileen Rogers, Megan Shoda, public; and Ben Krumholz, WLUK-FOX 11.

CALL TO ORDER President Aubinger called the meeting to order at 5:22 p.m.

II. APPROVE AGENDA AND MINUTES

There were no changes to the agenda or minutes. **Motion** by J. Vander Leest, seconded by N. Jeske, to approve the agenda and the March minutes. **Motion carried.**

III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC None.

IV. PRESENTATION OF FACILITIES MASTER PLAN BY HGA ARCHITECTS AND ENGINEERS

B. Simons introduced Jane and David from HGA who presented the draft facilities master plan. They described the process they utilized to collect data and information on the current state, the relevance of, and the future state of Brown County Library. They emphasized that the plan is not an implementation or branch design checklist. It is, however, a framework (guiding criteria) for future opportunities for improved relevance with the focus on capitalizing on work done – not reinventing it.

The report strives to answer questions like, What will make BCL relevant in the next 10 years? How do people see library? How does the library represent the community? Libraries have uniqueness in that they can further technology, literacy and be a catalyst for change by being a technology resource and a literacy leader.

Noting that services and programs have implications on facilities, it is recommended that criteria for a hierarchy of sizes be established. This hierarchy is separated into four sizes: a downtown library (not necessarily a Central Library); bigger regional libraries with longer hours and other amenities; Community & Neighborhood libraries; and express libraries. With this model, there is a direct connection to what is valued: creating community fabric; the library as a change agent; programming, financial technology and facilities.

Criteria and expectations exist with each distinctive criterion from meeting room spaces study rooms, drive-up book returns, special collections, business centers, partners, and others.

Priorities for replacement or renovation (but with no dollar amount assigned) rank the East Branch and Central Library above the other locations. But new, unplanned opportunities related to other locations will influence and gauge decisions. The options are plentiful and include choices for size since the state of Wisconsin does not have mandated sizes, only guidelines.

J. Van Dyck asked what will finalize the plan. B. Simons and the administrative staff will review and edit the draft so it is in alignment with a comfort level. J. Vander Leest asked if the county executive had been invited to a presentation and he had been and HGA also had a meeting with him. The County Board had also been invites to the public session meeting with HGA. Additionally, the County Board was invited to a public session. J. Vander Leest stressed needing the support of the County Board. M. Aubinger asked what the reasoning was behind building libraries on the borders of communities. B. Simons replied that larger rural communities exist on borders. The other advantage would be payment for cross-county library services. J. Vander Leest noted that the library has to be cognizant of location and focus on serving residents of Brown County. Locations that offer mass transit and are pedestrian friendly are also important considerations.

HGA, Gruszynski, Lemke, and Jeske left the meeting at 6:15 p.m.

V. LIBRARY BUSINESS

A. Technology Report B. Simons reported that the Chromebooks, as well as Kindle Fire eReaders, have been received and are being prepared for checkout. The hotspots are circulating at the East, Pulaski and Denmark branches. The library purchased 11

more through TechSoup and will pilot them at Central. **Motion** by J. Vander Leest, seconded by C. Bianchi, to receive and place the technology report on file. **Motion carried.**

B. Financial Manager's Report, Bills and Donations

There were no bills out of the ordinary. L. Denault reviewed the financial report as of March 31, 2016 and January, February and March donation reports. Fines and fees are trending downward most likely due to an increase in digital checkouts that have no overdue fees associated with them. J. Vander Leest asked about the donations for Ashwaubenon furniture. A letter campaign prompted donations that were matched by an anonymous donor. **Motion** by J. Vander Leest, seconded by D. Running, to approve the March, 2016 financial report and the January, February, and March 2016 Gifts, Grants and Donations as follows:

Brown County Library
Gifts, Grants & Donations Report
January 2016

Gifts & Donations

01/06/16	Lawrence May	100.00	Ashwaubenon Furniture
01/20/16	Larry & Julia Reeck	50.00	Ashwaubenon Furniture
01/20/16	Branch Budddies of the Brown County Library	78.98	Program Supplies
01/20/16	Friends of the Brown County Library	1,829.87	Program Supplies
01/20/16	Ashwaubenon Lioness	300.00	Ashwaubenon Furniture
01/27/16	Anonymous Donor	30.00	Ashwaubenon Furniture
01/27/16	Dennis Keyzer	50.00	Ashwaubenon Furniture
01/31/16	Friends of the Brown County Library	(1,579.13)	Program Supplies (Overpayment)
01/31/16	Friends of the Brown County Library	1,312.00	Room Reserve/Summer Reader Maint.
01/31/16	Stacy Maes	25.00	Weyers-Hilliard Programming
01/31/16	Patricia Maenner-In Memory of James Holschuh	100.00	Adult Fiction
	Total Donations	**$ 2,296.72**	

Federal & State Grants

1/31/2016	Nicolet Federated Library System	$ 718.50	Continuing Education
1/31/2016	Nicolet Federated Library System	2,083.33	Technology Grant
1/31/2016	Nicolet Federated Library System	679.95	Summer Reading Program
	Total Grants	**$ 3,481.78**	

Brown County Library
Gifts, Grants & Donations Report
February 2016

Gifts & Donations

02/02/16	Anonymous Donor	5,697.22	Ashwaubenon Furniture
02/03/16	Joyce Bouche	50.00	Ashwaubenon Furniture
02/03/16	Anonymous Donor	25.00	Ashwaubenon Furniture
02/03/16	BCCWC-In Memory of Bernie Ball	25.00	Kress Materials
02/10/16	Sally & John Sieber	100.00	Ashwaubenon Furniture
02/10/16	Karen Callahan	60.00	Ashwaubenon Furniture
02/18/16	Friends of the Brown County Library	2,727.02	Program Supplies
02/18/16	Daniel & Eileen Rogers-In Memory of Chris Hinkfuss	25.00	Genealogy Materials
02/24/16	James Sawyer	75.00	Southwest Children's Programming
02/29/16	Susan Sherlag	25.00	Ashwaubenon Furniture
02/29/16	Donna Bultman	500.00	Ashwaubenon Furniture
02/29/16	Abhay Kumar	50.00	Ashwaubenon Furniture
02/01/16	Ashwaubenon	30.13	Donation Box
02/01/16	Bookmobile	2.00	Donation Box

02/01/16	East		38.19	Donation Box
02/01/16	Weyers/Hilliard		16.57	Donation Box
02/01/16	Central Circulation		28.94	Donation Box
02/01/16	Kress		23.70	Donation Box
02/01/16	Pulaski		16.25	Donation Box
02/01/16	Southwest		10.22	Donation Box
02/01/16	Wrightstown		11.08	Donation Box
	Total Donations	**$**	**9,536.32**	

Federal & State Grants

2/29/2016	Nicolet Federated Library System	$	485.78	Collection Development
2/29/2016	Nicolet Federated Library System		800.00	Continuing Education
2/29/2016	Nicolet Federated Library System		2,083.33	Technology Grant
	Total Grants	**$**	**3,369.11**	

Brown County Library
Gifts, Grants & Donations Report
March 2016

Gifts & Donations

03/02/16	Leslie Van Vonderen		100.00	Local History & Genealogy Impr.
03/02/16	Local History & Genealogy Participants		478.00	Local History & Genealogy Impr.
03/09/16	Local History & Genealogy Participants		369.00	Local History & Genealogy Impr.
03/09/16	Well Fargo Bank		398.00	Money Smart Week Materials
03/09/16	WPS Foundation/Donna Bultman		500.00	Ashwaubenon Furniture
03/09/16	Friends of the Brown County Library		109.21	Program Supplies
03/16/16	Local History & Genealogy Participants		107.00	Local History & Genealogy Impr.
03/16/16	Denmark Lions Club		400.00	Denmark Children's Prog.
03/23/16	Daniel & Eileen Rogers-In Memory of Rosemary Hinkfuss		50.00	Local History & Genealogy Impr.
03/23/16	Julia Norton		50.00	Denmark Summer Reading Prog.
03/30/16	Julia Norton		100.00	East Summer Reading Prog.
03/30/16	Ashwaubenon Lioness Club		300.00	Large Print Materials
03/30/16	Evening in Tuscany Donors		264.00	Wrightstown Materials
03/30/16	Friends of the Brown County Library		802.24	Program Supplies
03/30/16	Robinson Family Foundation		4,000.00	Library Improvements
03/30/16	Gary & Cindy Shermetaro-In Memory of Ted Cavadeas		30.00	Adult or Children's Material
03/30/16	Brown County Community Women's Club		50.00	Kress Materials
03/30/16	Carey Wickman-In Memory of Kenneth "Soup" Jossart		25.00	Adult Materials
	Ashwaubenon		23.67	Donation Box
	Bookmobile			Donation Box
	East		71.54	Donation Box
	Weyers/Hilliard		31.86	Donation Box
	Central Circulation		37.74	Donation Box
	Kress		25.59	Donation Box
	Pulaski		9.10	Donation Box
	Southwest		7.87	Donation Box
	Wrightstown		25.25	Donation Box
	Total Donations	**$**	**8,365.07**	

Federal & State Grants

3/31/2016	Nicolet Federated Library System	$ 10,601.14	Collection Development
3/31/2016	Nicolet Federated Library System	1,481.50	Continuing Education
3/31/2016	Nicolet Federated Library System	2,083.33	Technology Grant
	Total Grants	**$ 14,165.97**	

Motion carried.

VI. FACILITIES REPORT

A. DISCUSSION AND POSSIBLE ACTION REGARDING THE ASHWAUBENON BRANCH ROOF Action is needed to correct the snow cresting issue on the roof at the Ashwaubenon Branch. The expense is slated for capital bonding in the 2017 budget. B. Simons discussed an option with M. Aubinger that could come out of the library's operating budget. This would entail building an extra awning that could handle the weight and move the snow further away from the entrance. The steps would be removed making the walkway to the entrance extend from the parking lot. **Motion** by J. Vander Leest, seconded by J Van Dyck, to hold the May board meeting at the Ashwaubenon Branch in order to analyze the roof and consider the suggested option. **Motion carried.**

B. **DISCUSSION AND POSSIBLE ACTION ON LIBRARY RENOVATION FUNDS USAGE – CENTRAL LIBRARY LOWER LEVEL AND PARKING LOT** B. Simons reported that the library received d $122,000 from the 425 fund for the Central Parking lot resurfacing project that includes moving the transformer. Since concrete can last longer than asphalt, both options were bid. The low bid was from North East Asphalt (NEA). An additional $16,000 would be needed to complete the project with concrete. This option was presented to PD&T and County Administration. A resolution written by County Admin and presented in order to get the project underway as soon as possible. PD&T voted to receive and place on file which slowed the timeline down. The goal was to have the parking lot done at the same time the lower level is under construction to minimize disruption of library services to the public.

J. Van Dyck noted that, according to Corp Counsel and County Admin, that once the County board approved $122,000 in December, it was put under control of Library Board. Supervisor Erickson was concerned about heavy equipment on asphalt if a building renovation occurred. The thicknesses of the asphalt were increased to alleviate concerns about the base. J. Van Dyck doesn't see a problem moving ahead with asphalt bid because the process has started regardless if the county could make it work or not.
Motion by J. Vander Leest, seconded by D. Running to approve NEA's bid of $91,345 for asphalt. **Motion carried.** Michelle Lachat (NEA) commented that the paperwork is set up and the company is ready to start in early May and finish by May 27. J. Vander Leest reiterated considering the county for service in the future. B. Simons noted that the county was communicated with and it didn't fit their timeline.

C. **DISCUSSION AND POSSIBLE ACTION REGARDING POSSIBLE PROJECTS USING REMAINING 425 FUNDS** B. Simons reported that notice was received indicating that monies available from the 425 fund are available for Central Library improvements only. Several options exist including, renovating bathrooms at the Central Library. They are in poor condition and not built for today's world. Door-less bathrooms (movie theatre-style) are more common. An ADA compliant remodel alone would cost a considerable amount, likely $200,000 or more. Other options mentioned were moving Technical Services and expanding the Local History & Genealogy Department to include separate climate control (~$200,000); moving Local History & Genealogy to the library's 3rd floor; and adding a commercial kitchen for programmatic and public use, ~$100,000. B. Simons noted that a decision needs to be made very soon. J. Vander Leest countered that these suggestions need more discussion. C. Bianchi wondered if one or more of these options could be eliminated. After further discussion, support was garnered for bathroom upgrades.

C. Beyler has some quotes for engineering but needs 3-5 weeks to advance them. J. Van Dyck recommended a meeting with the County Executive to find out if money can be moved without County Board action since it is in a certain fund class category (3). **Motion** by J. Vander Leest, seconded by D. Running, to approve design and engineering for the renovation of existing bathrooms, including ADA compliance, at the Central Library. **Motion carried.**

VII. APPROVE MODIFIED GRIEVANCE POLICY Included in packet. Slight wording changes bring the policy up to date. After discussion, Motion J. Van Dyck, seconded by C. Bianchi, to approve the modified grievance policy. **Motion carried.**

VIII. APPROVE OUT OF COUNTY TRAVEL (COSUGI/PLA) **Motion** by J. Van Dyck, seconded by C. Bianchi, to approve out of county travel for library staff to attend conferences and workshops. **Motion carried.**

IX. DISCUSSION AND POSSIBLE ACTION ON GREEN BAY MODEL RAILROADER'S CLUB LEASE RENEWAL **Motion** by J. Van Dyck, seconded second by D Running, to table this agenda item until the May meeting. **Motion carried.**

X.OLD BUSINESS None.

XI. NICOLET FEDERATED LIBRARY SYSTEM No report.

XII. PRESIDENT'S REPORT None.

XIII. LIBRARY DIRECTOR'S REPORT

A. DISCUSSION AND POSSIBLE ACTION REGARDING APPOINTMENT OF A PERSONNEL COMMITTEE FOR THE PURPOSES OF THE DIRECTOR'S PERFORMANCE REVIEW BASED ON THE RECOMMENDATION OF THE FORMER BOARD MEMBERS ASKED TO ASSIST IN THE UPCOMING DIRECTOR REVIEW Kathy Pletcher and Carla Buboltz will facilitate the review in May. N. Jeske and M. Aubinger will represent the board as the Personnel Committee. A review by the Personnel Committee will be conducted on April 28, 2016 at and the results will be shared with the entire board. **Motion** by J. Van Dyck, seconded by C. Bianchi, to approve the members of the personnel committee. **Motion carried.**

B. Simons met with Festival Foods and they showed interest in a staff less station at new University site. They liked the outdoor station model and would accommodate its specs. The library would have to find funding. B. Simons will collect more info to present to the board. They are also building community room in which the library could do storytime.

The Southwest addition is open and the exterior is waiting to be finished. Once done, a ribbon cutting will be scheduled.

Alternate parking during Central parking lot project will be the building next door – Dennis Feld (Humana).

A notice from Carla Buboltz on fundraising for the Wrightstown Branch indicated donor fatigue and the inability to sustain fundraising efforts.

Motion by J. Vander Leest, seconded by C. Bianchi, to receive and place the Director's report on file. **Motion carried.**

XIV. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW J. Vander Leest suggested establishing an ad hoc East Branch facilities committee since timing is important. D. Running also interested as are C. Bianchi and J. Van Dyck. J.

Vander Leest suggested asking staff for efficiency items as work begins on the 2017 budget. Simons said that was a good suggestion and that as we develop the budgets that is already part of our process.

Xv. ADJOURNMENT

Motion by J. Vander Leest, , seconded by C. Bianchi, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 7:35 p.m.

NEXT REGULAR MEETING
May 19, 2016
Ashwaubenon Branch Library 1060 Orlando Drive
5:15 p.m.

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, March 7, 2016
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Bill Balke (Vice-Chair)	Exc.	Doug Martin (Chair)	x
Craig Berndt	x	Tom Miller	
Dan Drewery		Rebecca Nyberg	x
Geoff Farr	x	Eric Rakers	x
Steve Grenier	x	Brandon Robinson	Exc.
Ed Kazik	x	Nick Uitenbroek	x
Patty Kiewiz	Exc.	Vacant – Oneida Nation	
Tom Klimek	x		

(Non-voting)

Mary Forlenza (FHWA – Madison)	x
Matthew Schreiber (WisDOT – Madison)	Exc.
William Wheeler (FTA Region 5)	

Others Present: Lisa J. Conard, Cole Runge, and Sandy Carpenter (WisDOT). Also Andrew Sarnow, Kim Schanock, and Jeremy Wildenberg from the Green Bay Area Public School District.

ORDER OF BUSINESS:

D. Martin opened the meeting at 10:00 a.m.

Kim Schanock and Jeremy Wildenberg of the Green Bay Area Public Schools introduced themselves.

1. Approval of the September 14, 2015, Transportation Subcommittee meeting minutes.

   A motion was made by T. Klimek seconded by C. Berndt, to approve the September 14, 2015, Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors regarding applications for 2016-2020 Transportation Alternatives Program (TAP) funding.

   L. Conard reviewed the schedule and process for the Transportation Alternatives Program (TAP) as outlined in the staff report:

   1. WisDOT announced this TAP funding opportunity on November 6, 2015 as part of an every-other-year solicitation process.

   2. Immediately after WisDOT announced the TAP funding opportunity, MPO and WisDOT Northeast Region Office staff reached out to entities/communities encouraging the submittal of Pre-Scoping project applications. MPO and WisDOT staff also strongly encouraged TAP applicants to contact WisDOT Northeast Region Office staff to discuss their projects and make sure the projects meet WisDOT's TAP eligibility criteria.

3. Pre-Scoping applications were submitted to the WisDOT Northeast Region and MPO Offices by January 29, 2016.

4. Following the January 29 deadline, WisDOT Northeast Region staff reviewed each TAP application and determined each project's eligibility.

L. Conard provided an overview of the six urbanized area project applications that were received. The applications are summarized below.

Project Applicant	Project	WisDOT Determination
Green Bay Area Public Schools	Safe Routes to School Plan Preble Quadrant K-8 schools: 9 TAP request: $72,000	Eligible
Green Bay Area Public Schools	Safe Routes to School Plan West Quadrant K-8 schools: 8 TAP request: $64,000	Eligible
Green Bay Area Public Schools	Safe Routes to School Plan East Quadrant K-8 schools: 7 TAP request: $56,000	Eligible
Green Bay Area Public Schools	Safe Routes to School Plan Southwest Quadrant K-8 schools: 7 TAP request: $56,000	Eligible
Town of Ledgeview	Multi-Use Trail & Bike/Pedestrian Bridge on north side Ledgeview Road from Winding Waters Way to Creamery Rd Project includes design & construction Project is 0.4 miles in length TAP request: $364,000	Not Eligible
Village of Hobart	Multi-Use Paths & Bike/Ped Bridge N Pine Tree - Sunbeam to Trout Creek & Trout Creek - Hidden to Riverdale Project includes design & construction Project segments equal 1.95 miles TAP request: $674,000	Not Eligible

L. Conard noted that the two trail projects deemed not eligible by WisDOT Northeast Region staff were ineligible in part due to commencement issues.

L. Conard noted that the school district identified eligible K-8 schools not already included in a SRTS plan and placed them into four distinct groupings (Preble Quad, West Quad, East Quad, and Southwest Quad). The number of K-8 schools within each quad varies, as does the TAP dollar request for each quad.

Green Bay Area Public Schools - K-8 SRTS Plans

Preble Quad (1 of 4)	
Edison	Martin
Early Learning	Baird
Eisenhower	Wequiock
McAuliffe	Danz
Red Smith	

West Quad (2 of 4)	
Franklin	Elmore
Beaumont	Chappell
Fort Howard	Lincoln
Jefferson	Jackson

East Quad (3 of 4)	
Washington	Nicolet
Leonardo da Vinci	Howe
Aldo Leopold	Wilder
Sullivan	

Southwest Quad (4 of 4)	
Lombardi	King
Early Learning	Keller
MacArthur	Tank
Kennedy	

L. Conard stated that MPO staff recommends the approval of the four eligible applications.

L. Conard explained how WisDOT manages the TAP.

WisDOT has identified a TAP funding capacity for the Green Bay Urbanized Area of $1,064,000 for the years 2016-2019. The lone project approved by the BCPC Board of Directors during the previous TAP cycle, the *Webster Elementary Safe Routes to School Project*, is scheduled for construction in 2017 with a TAP funding amount of $350,000.

Since the TAP funding for the Webster Elementary SRTS Project will not be spent until 2017, WisDOT will deduct this amount from the Green Bay Urbanized Area's 2016-2019 TAP allocation of $1,064,000. This means that the available amount of TAP funding for the 2016-2019 period is $714,000.

L. Conard stated that if the Transportation Subcommittee recommends and the Brown County Planning Commission Board of Directors approves the applications, a total of $522,000 remains available for the next cycle. In addition, if the Allouez project concludes as scheduled in 2017, the $350,000 will no longer be applied to our funding capacity, potentially enabling $877,000 ($522,000 + $350,000) to be available for the next TAP funding cycle, assuming funding and program parameters remain constant.

S. Greiner asked about TAP project funding minimums and maximums.

C. Runge noted that the minimum project cost must be $300,000 ($240,000 TAP and $60,000 local) for infrastructure projects and $50,000 ($40,000 TAP and $10,000 local) for non-infrastructure projects.

C. Runge noted that the maximum would be the amount of TAP funding available for projects within the MPO area during this funding cycle.

S. Carpenter (Local Program Manager for WisDOT Northeast Region) recommends that any entity considering a project application for the next TAP funding cycle should meet with her to avoid potential commencement or other issues that could delay or eliminate a project. S. Carpenter stated that it may benefit an entity to complete the engineering work without TAP funds to allow the construction portion of the project to better fit the timing requirements of the program.

M. Forlenza agreed. M. Forlenza stated that if a project involves a rail crossing for example, a period of 18-months could easily be added to the project.

S. Carpenter stated that a team including herself, Derek Weyer (WisDOT), and WisDOT's management consultant reviewed the TAP applications and conducted site visits to determine if the applications addressed all of the necessary requirements, such as utility work, to complete the project. Each project application was also evaluated to determine if accurate cost estimates were included and if the project could meet the terms of the WisDOT commencement policy.

S. Greiner asked if the TAP mirrored the Surface Transportation Program – Urban (STP-U) in terms of process and expectations.

M. Forlenza and S. Carpenter confirmed that the TAP and STP-U processes and expectations are very similar.

E. Rakers asked if the Green Bay Area Public School District anticipates hiring a consultant to complete the proposed plans if awarded the TAP funding.

J. Wildenberg stated that the school district intends to issue a Request for Proposals for qualified consultants to complete the plans.

C. Runge stated that Green Bay Area Public School District staff contacted and met with MPO staff to discuss potential projects before this TAP application cycle began. School district staff also met with WisDOT staff well in advance of the TAP application deadline to discuss the district's projects and make sure they were eligible for funding.

R. Nyberg stated that she has experience working with communities developing and implementing SRTS plans. She encouraged the school district to work with Green Bay Metro, Village of Allouez, and other interested parties as part of the process.

J. Wildenberg stated that the school district has already reached out to school principals, parents, area school districts, the Oneida Tribe of Indians, and others and plans on forming a SRTS plan advisory committee that includes these individuals and entities.

A motion was made by E. Rakers, seconded by G. Farr, to recommend to the BCPC Board of Directors approval of the four Transportation Alternatives Program (TAP) applications submitted by the Green Bay Area Public School District. Motion carried.

L. Conard noted that the BCPC Board of Directors will consider the BCPC Transportation Subcommittee's recommendation on April 6, 2016. The meeting is scheduled for 6:30 p.m. at the Green Bay Metro Transportation Center, 901 University Avenue, Green Bay.

3. Any other matters.

C. Runge stated that the Federal Highway Administration (FHWA) and WisDOT are in the process of updating the National Highway System (NHS) route map. NHS roads are typically heavily used-high priority routes.

C. Runge stated that he plans to send a map of the Green Bay Urbanized Area's proposed NHS system to the Transportation Subcommittee members early this week, and he will request that the members review the map and provide comments to MPO staff. C. Runge stated that MPO staff intends to present these comments and an approval recommendation to the Brown County Planning Commission Board of Directors on April 6, 2016.

M. Forlenza confirmed that FHWA is in the process of updating the NHS as a result of the new transportation law, the Fixing America's Surface Transportation (FAST) Act.

D. Weyer stated that he has reviewed the current and proposed NHS routes and believes that only minor adjustments will need to be made.

C. Runge asked if a planned street or highway can be added to the NHS.

M. Forlenza and D. Weyer agreed that a planned street or highway can be added to the NHS if construction will occur within four years after the street or highway is officially added to the NHS.

C. Runge asked if a street or highway that will be constructed in phases can be added to the NHS if only the first phase will be built within four years of the street or highway being officially added to the NHS.

M. Forlenza stated that she will research this question to determine if this is possible.

C. Runge asked if a street or highway can be added to the NHS after the NHS routes are established by FHWA.

M. Forlenza stated that this can occur.

G. Farr asked about funding for NHS routes.

M. Forlenza confirmed that the National Highway Performance Program (NHPP) as well as STP-U (now Surface Transportation Block Grant) could be used to fund projects on NHS routes.

M. Forlenza stated that WisDOT is currently updating its freight plan as required by federal law. WisDOT hopes to have the plan approved by December of 2016 in advance of the 2018 deadline. As part of the process, WisDOT plans to engage in a number of outreach opportunities this summer.

4. Adjourn.

D. Martin adjourned the meeting at 10:32 a.m.

PROCEEDINGS OF THE BROWN COUNTY PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD

Chief Eric Dunning – Ashwaubenon PubSaf
Chief Ron Towns – Denmark PD
Chief David Litton – Green Bay Metro FD
Chief Kurt Minten – Lawrence FD
Chief Tom Kajawa – UW-Green Bay PD
Sheriff John Gossage – BC Sheriff
Chief Jeff Roemer – DePere Fire/Rescue
Chief Jim Lewis– Green Bay PD
Chief Rich Vanboxtel – Oneida PD
Chief Perry Kingsbury – Wrightstown PD
Director Larry Ullmer – County Rescue
Chief Derek Beiderwieden – DePere PD (Chair)
Chief Randy Bani – Hobart/Lawrence PD
Chief Mark Hendzel – Pulaski PD

A regular meeting was held on **January 27, 2016** at Brown County Public Safety Communications Building, 3028 Curry Lane, Green Bay, WI.

I. Call to Order

The meeting was called to order by Public Safety Communications Advisory Board Chair Chief Derek Biederwieden at 10:01 am.

II. Roll Call

Present:
Chief Derek Beiderwieden, Chair
Assistant Chief Eric Boulanger
Chief Eric Dunning
Captain Paul Ebel
Sheriff John Gossage
Chief Tom Kujawa
Chief David Litton
Chief Kurt Minten
Chief Dennis Rubin
Director Larry Ullmer

Excused: Chief Perry Kingsbury

Also Present:
Cullen Peltier, Brown County Public Safety
Jodi Meyer, Brown County Public Safety
Mandy Woodward RN, UW Green Bay

III. Approval/Modification of the Meeting Agenda

Modify agenda by removing the following: Approval of the minutes from October 28, 2015 (no need for approval due to no quorum).

A motion to modify and approve the agenda was made by Assistant Chief Eric Boulanger and seconded by Director Larry Ullmer. Unanimously approved.

IV. Approval/Modification of the Minutes – April 22, 2015 and July 22, 2015

A motion to approve the April 22, 2015 and July 22, 2015 minutes was made by Sheriff John Gossage and seconded by Chief Kurt Minten. Unanimously approved.

V. Communications Center Update

Cullen explained that effective February 1st there will be one FT position open due to a resignation. Interviews were held Tuesday, January 19th with three more eligible candidates to fill the eligibility pool which now has four candidates and an offer has been made. The recruitment opens again this week so the department can hopefully get the pool up to a comfortable target, which is ten candidates.

The 2015 budget will be finalized after the department closes out 2015 AP/AR next month. The 2016 budget numbers are on target.

VI. Phone/CAD Upgrades Update

The Phone Project has been installed but currently working with Baycom on standing issues. Some of these issues consist of static in the lines, dropped calls, call distribution, etc.

The CAD Upgrade Project will begin after the contract is finalized with an estimated completion date of 2017. Cullen handed out options for agencies to look at budgeting in 2017 for any modem upgrades they choose to make to gain functionality with the new CAD system.

Chief Dunning mentioned that Ashwaubenon has recently switched to cradlepoint and it has been flawless.

Chief Beiderwieden also mentioned that DePere is off of modems.

VII. Standardization Operating Procedures Update

Staff ran a successful test out at the 911 back-up center. The administration and 911 calls along with dispatching out to Ashwaubenon, Green Bay and DePere had no issues. The next test is scheduled in February focusing on Fire and TTY. A test that will have to be scheduled to run in the future is switching calls over to Outagamie County and back. This will wrap up with a LEAN event.

Over the past weekend, two staff members had allergenic reactions when arriving to work with one being transported to the Hospital. Testing is hard to do for allergenic reactions but the department has looked at MSDS of a cleaning solution that was used recently on our floors to remove a stain. Environmental air testing will be completed later this week.

A new High Radio Traffic policy/procedure has been created regarding restrictions during big events.

VIII. Dispatch Users Group (DUG) Update

The Pursuits Policy was recently reviewed by the DUG Committee. There are recommendations to update the policy due to new capabilities available but there is nothing to act on at the Public Safety Advisory Board level right now.

A reminder was sent out at the DUG meeting for agencies to let dispatchers know if the individual with a warrant was brought to BCCTC or a hospital and left unattended so they do not cancel the warrant.

Tracy will reach out to MABAS and work together with DUG to put a multi-jurisdictional incident policy together then provide it to the Board.

IX. Roundtable

Chief Rubin notified the Board that DePere Fire Rescue will be hosting an initial "Blue Card" Certification Course on February 9-10-11, 2016 at Fire Station 1. The instructor will be Capt. Bob Conrad. De Pere Fire Rescue will also be hosting a "Blue Card" re-certification program on February 15-16-17, 2016 at Fire Station 1. The instructor will be Capt. Bob Conrad. Lastly, De Pere Fire Rescue will be hosting the FDSOA's Incident Safety Officers Certification Course on March 1 – 2, 2016. The national certification examination will be offered on March 3, 2016. The location will be Station 1 and the FDSOA will be providing the out of state course instructors. For more details, please call De Pere's Training & Safety Officer Rich Annen at (920) 339-4091 or email dpfire@mail.de-pere.org.

Captain Ebel notified the board that Chief Andrew Smith will be sworn in on Monday, February 1, 2016 at City Hall at 10:00 am.

X. Other Matters

XI. Next Meeting

The next meeting will be held on July 27, 2016.

Note: Due to scheduling conflicts the next meeting will be held on May 11, 2016

XII. Adjourn

A motion to adjourn was made by Captain Paul Ebel and seconded by Chief Dennis Rubin. Unanimously approved. Meeting adjourned at 10:42 am.

Chief Derek Biederwieden, Chair
Public Safety Advisory Board

Cullen Peltier, Director
Public Safety Communications