BOARD OF SUPERVISORS
Brown County

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HUMAN SERVICES COMMITTEE
Erik Hoyer, Chair
Patrick Evans, Vice Chair
Joan Brusky, Thomas De Wane, Aaron Linssen

HUMAN SERVICES COMMITTEE
Wednesday, February 26, 2020
6:00 PM
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 January 22, 2020.

Comments from the Public.

Report from Human Services Chair, Erik Hoyer.

1. **Review Minutes of**:
   a. Aging & Disability Resource Center of Brown County (October 24 and December 12, 2019).
   b. Criminal Justice Coordinating Board (February 4, 2020).
   c. Human Services Board (November 14, 2019).
   d. Mental Health Treatment Subcommittee (January 15, 2020).
   e. Veterans' Recognition Subcommittee (January 21, 2020).

Action Items

2. Project 2358 Jail Expansion, ME Building, and CTC Addition – Bid Summary & Award Recommendation.

Communications

3. Communication from Supervisor Tran re: Crisis Center – with no direct bus line, how do we meet the needs of people? Vouchers to get there? What if they're wheelchair-bound, how do they get there? *Jan Motion: To put this communication on the next Human Services Committee agenda and invite Family Services, Sheriff's Department and Jail representatives and Green Bay Transit to come to the meeting and also to start investigating the possibility of a county voucher system, i.e.: reimbursement for taxi or Uber.*
4. Communication from Supervisor Van Dyck re: To Amend Chapter 2 of the County Code of Ordinances, Section 2.06 (Administration Committee) and Section 2.10 (Human Services Committee), changing the oversight committee for Child Support from Administration Committee to Human Services Committee. *Referred from February County Board.*
5. Communication from Supervisors Tran, Evans & Brusky re: To direct the Board of Health to do a double-blind study on the health effect of infrasound (produced by wind turbines). *Referred from February County Board.*

Wind Turbine Update

6. Receive new information – Standing Item.

Veteran Services

7. 2019 – 2020 Carryover Funds.

Health & Human Services Department

8. 2019 – 2020 Carryover Funds – Community Services and Public Health.
9. Executive Director's Report.
10. Financial Report for Community Treatment Center and Community Services.
11. Statistical Reports.
    a) Monthly CTC Data.
        i. Bay Haven Crisis Diversion.
        ii. Nicolet Psychiatric Center.
        iii. Bayshore Village (Nursing Home).
        iv. CTC Double Shifts.
    b) Child Protection – Child Abuse/Neglect Report.
    c) Monthly Contract Update.
12. Request for New Non-Contracted and Contract Providers.

ADRC – No agenda items.
Syble Hopp School – No agenda items.

Other

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

PROCEEDINGS OF THE BROWN COUNTY
HUMAN SERVICES COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Human Services Committee** was held on Wednesday, January 22, 2020 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, WI.

Present: Chair Hoyer, Supervisor De Wane, Supervisor Evans, Supervisor Brusky, Supervisor Linssen
Also Present: Health and Human Services Director Erik Pritzl, Public Health Officer Anna Destree, Nursing Home and Hospital Administrator Samantha Behling, Community Services Administrator Jenny Hoffman, Finance Manager Erik Johnson, Supervisor Tran, other interested parties.

I. **Call Meeting to Order.**

The meeting was called to order by Chair Hoyer at 6:00 pm.

II. **Approve/Modify Agenda.**

Motion made by Supervisor Brusky, seconded by Supervisor De Wane to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

III. **Approve/Modify Minutes of November 20, 2019.**

Motion made by Supervisor De Wane, seconded by Supervisor Brusky to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public. None.

Report from Human Services Chair, Erik Hoyer.

Chair Hoyer reminded that he is leaving the County Board at the end of his term so he only has a few Human Services Committee meetings left. He thanked the Committee and Department Heads for the opportunity to lead this group. Hoyer also announced that tonight is Pat Evans' birthday

1. **Review Minutes of:**
   a. **Board of Health (September 17, 2019).**
   b. **Children with Disabilities Education Board (November 19, 2019).**
   c. **Criminal Justice Coordinating Board (December 10, 2019).**
   d. **Mental Health Treatment Subcommittee (October 16, 2019).**
   e. **Supervised Release Committee (November 29, 2019).**
   f. **Veterans' Recognition Subcommittee (November 19, 2019).**

Motion made by Supervisor Linssen, seconded by Supervisor De Wane to suspend the rules to take Items 1 a-f together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Linssen, seconded by Supervisor De Wane to receive and place on file Items 1 a-f. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

2. **Communication from Human Services Committee Chair Hoyer re: Presentation by HR in response to comments from dietary employees at the last Human Services meeting including information about turnover and class and comp ranges.** ***Action at November meeting: To hold for 30 days to have Administration address the concerns raised and report back. November motion: Hold for 30 days.***

Hoyer indicated there is a resolution that addresses this later on the agenda and discussion can take place at that time.

Motion made by Supervisor De Wane, seconded by Supervisor Brusky to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Communication from Supervisor Tran re: Crisis Center – with no direct bus line, how do we meet the needs of people? Vouchers to get there? What if they're wheelchair-bound, how do they get there? *Referred from December County Board.***

Supervisor Tran asked Health and Human Services Director Erik Pritzl to speak to this. For clarification, this communication is regarding the Crisis Center that will be at the CTC as part of the one-stop shop, not its current location downtown, which is on a bus line.

Pritzl provided a handout, a copy of which is attached, which outlines the current bus route and hours of service for the bus (#7) that goes to the CTC. Also outlined in the handout is the bus route and hours of operation for the bus (#13) that serves Family Services at its current location downtown. The Paratransit service area is outlined in the handout as is information gathered from Green Bay Metro's website regarding accessibility features of the busses as well as options in terms of voucher programs. Pritzl noted that Human Services does purchase a number of tickets and passes for a number of people.

Pritzl said they want to focus on handling acute situations at the Crisis Assessment Center where acute mental health needs can be screened as well as medical needs and then do mobile service for people with other needs.

Hoyer asked what the procedure is for people who present to the current Crisis Center location downtown and then need to go to the CTC. Pritzl responded that that has sometimes been challenging and the Crisis Center would be able to speak more in depth about this. If the person in crisis is with law enforcement, law enforcement would transport the person to the hospital and then to the CTC. For voluntary admissions, the person in crisis could use a family member or crisis counselor and at times law enforcement is willing to transport people to the CTC. Once the Crisis Center is moved out to the CTC, the downtown location will be closed. It is anticipated this should take place towards the end of 2020.

Supervisor Brusky questioned how someone would get in touch with the Crisis Center when they are in crisis. Pritzl said the bulk of the help given by the Crisis Center is done over the phone and he noted that the Crisis Center receives 21,000 – 22,000 calls per year and about 5,500 walk-ins. They may direct the person to come into the Crisis Center or they could decide to mobile out if they felt that is the best option. If the Crisis Center is concerned about the physical safety of the person or someone else, they could call law enforcement to do a welfare check.

Supervisor Evans said we have to keep in mind a number of things. We know that involuntary admissions, Section 51s, happen when the police bring someone in and this is how it came to be to have the Crisis Center at the CTC so someone could be committed right there instead of transporting people who may be violent or dangerous to themselves or others. The 911 Center does get a lot of phone calls from people who are in crisis and that is how law enforcement becomes involved. He noted there is time to deal with this issue now and get it figured out before the Crisis Center moves. Getting someone to the Crisis Center is extremely important, even if it is on a voluntary basis. Evans suggested we invite Crisis Center staff and Green Bay Transit here to ask them how to go about finding a way to get people out to the CTC. Some ideas may be grants that could be available to Transit or working with County dollars on a voucher program to reimburse people. Evans also mentioned that taxis or Uber may also be an option, especially if drivers had some special training. He noted if there is not proper transit, we will see a drop in the number of people Crisis serves and it will look like people in Brown County are healthy, but that would be false. He wants to do whatever we can to make it as easy as possible for people to get to the Crisis Center at the CTC and he would like to hear more from Crisis on this as well as from Transit.

Supervisor De Wane said the best way to deal with Transit is for staff to go over to the Transit office and talk about the intentions and ideas because Transit has a great group that works with the City. They will

look at things and then would be able to come back with a plan. De Wane noted that they do have busses that do this type of thing at someone else's cost; it just depends what the County would need.

Pritzl mentioned the bus shelter at the CTC is adjacent to the main entrance and they don't necessarily want people coming in the main entrance from the bus to get to the Crisis Center. They would not tell people to go back outside and go around the building; there is a connector and people could get to the Crisis Center with staff escort, but they would rather get people exactly where they need go with signage and directions.

Brusky asked about the volume of bus traffic at the CTC. Although Pritzl did not have figures as to how many arrive by bus, he did say there is a fair amount of people coming in and out of the facility every day.

Hoyer asked Pritzl if he feels there is currently enough mobile crisis to address all of the needs. Pritzl said that is something that Family Services could address because they could talk about the interaction between mobile service, phone service and lobby service and he noted that it is the same counselors doing all of these things. Hoyer feels Public Safety should also be part of this because there is also the bus that goes to the Jail and he would like to get their insight as to how bus service relates to their site. Hoyer also noted he has been informed by Uber that they are trying to work with municipalities to build certain programs and perhaps Uber drivers with specific skills could be involved in this process as well.

Tran expressed concern about people in outlying areas, outside of the bus service area, that may need to get to the Crisis Center. Pritzl responded that phone and mobile are the services Crisis is emphasizing; it is not always about people going somewhere, unless it is established that they need to go somewhere. Tran asked what the timeframe is for people to make contact with a mobile crisis counselor. Pritzl said once the Crisis Center is located at the CTC, there will be faster access to highways which will be beneficial when they are traveling to some of the outlying areas. Tran brought up the idea of Crisis staging in various areas throughout the County so they would be able to get to those in need as quickly as possible. Pritzl said that is an operation that Crisis would have to consider, but because they use the same counselors for different functions, it would be difficult to decentralize.

Motion made by Supervisor Evans, seconded by Supervisor De Wane to put this communication on the next Human Services Committee agenda and invite Family Services, Sheriff's Department and Jail representatives and Green Bay Transit to come to the meeting and also to start investigating the possibility of a county voucher system, i.e.: reimbursement for taxi or Uber. Vote taken. MOTION CARRIED UNANIMOUSLY

Tran asked that Andrea Vlach, Mobility Coordinator for the City of Green Bay be invited to attend the next meeting as well as those set forth in the motion.

Wind Turbine Update

4. Receive new information – Standing Item.

Motion made by Supervisor De Wane, seconded by Supervisor Brusky to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Health & Human Services Department

5. Resolution Regarding Table of Organization Change for the Health and Human Services Department – Community Treatment Center Division Dietary Unit.

Hoyer referred to the resolution contained in the agenda packet and said he was hoping Human Resources would be at the meeting to talk about this. He said the resolution is one solution to the conversations we have been having over the last several months with regard to staffing issues and would be a way to try to bring more individuals closer to the mid-point. Pritzl said they have been working to find a way to have some wage movement and they came up with something that will not impact operations in a significantly negative way. There are several co-op student positions that have not been filled in the last several years and those can be deleted from the table of organization and those dollars could then be used to cover compensation and fringe increases to bring every position that is below the mid-point up to the mid-point. Food Service workers would go from $11.98 to $12. 91 per hour and

cooks would go from $15.05 to $16.23 an hour. This would be for anyone currently in the positions and also for recruiting new positions. They would like to give this a try to see if it will improve the pool of applicants they are getting and also increase retention.

Pritzl continued that they have also talked about a lot of other options and good ideas have been brought forward by Food Service workers and he thanked them for their work on this. They have been talking about some of the position structures, cost saving ideas and how other facilities run their operations. They have also looked at some duties that could possibly be shifted to other positions. They have had a collective meeting to address some of these things and have another meeting scheduled to continue discussions.

Evans informed there is still the issue of overtime and asked if Pritzl feels this resolution will solve some of that. Pritzl responded the intent is that if they can recruit people at a better rate, they will stay in the positions which would be a start to resolving some of the the overtime issues. Evans said he would like to hear from Food Services staff that have come to the meeting and noted that he appreciates their diligence as well as the diligence of Chair Hoyer on this issue.

Supervisor Linssen asked who brought forward the proposed resolution. Pritzl said the resolution came from HR and is consistent with what has been done with other positions that come before other standing committees where they try to look at increasing wages and they do that by finding personnel savings. Linssen expressed displeasure that HR was not present at the meeting as he had questions he would like to have answered. In particular, he asked if it may be better to wait a month to approve anything because there may be a more comprehensive understanding of what the big picture needs to be. Pritzl sees this resolution as part of the overall picture and does not want to make this issue any bigger than it needs to be, but said what we need to look at is what the compensation philosophy of the Committee and Board is on these changes and he noted there are a number of people in his department that are below the mid-point on the wage scales and there a number of turnover positions that are below mid-point as well. Pritzl reiterated there were other ideas put forward that they have to vet to see how they can play out and they may have to increase further during the budget process.

Linssen again asked if action should be taken on this resolution tonight, more in relation to the ongoing meetings and other solutions that may be brought forward. Pritzl said there are some things that could come out of those meetings, but he sees an option to change things now and he would like to move forward now so the new wages can be used in recruitment to see if it makes a difference. Linssen said this is going outside of the procedure by not going through the budget process, and he gets iffy on those increases because it will likely open a can of worms for other departments and positions. Pritzl understands and respects Linssen's position, but with regard to the Food Service issue, it is known that there is a turnover issue and an overtime issue and other program areas probably do not see the same ripple effect Food Services sees as a result of these issues. That is why he feels the Committee would be on solid ground to go to midpoint at this time. He feels there is enough information on these issues to take action on this resolution tonight.

Hoyer said the hope with this is to move the positions up to midpoint, but there are still consequences with it as well. He does not want to simply approve the resolution and then wash our hands of the issues.

Evans noted HR did put the resolution together and if they were opposed to this he feels they would be at the meeting to fight it. Since no one is here from HR, he feels that is an indication that they do not have any issues with the resolution, especially since it is basically budget neutral. Evans would like to see the Food Service workers make additional dollars and noted that there are many unskilled jobs that pay $15 - $18 per hour. Food Service workers have to know everyone's dietary restrictions and many other things. Evans continued that he never supported the class and comp because when they look at the higher level jobs, they use comparables from counties like Dane and Milwaukee, but then for the lower paid positions they use comparables from much smaller, lower paying counties and this bothers him. He will support the resolution after staff has had a chance to speak.

Food Service Worker Michelle Destree addressed the Committee. She referenced e-mails she had sent to Hoyer which were then forwarded to all Committee members. She said staff has worked to find available

funds to support the wage increases and generate back into the department. They also looked at making their routines more efficient so they could eliminate a four hour position which resulted in an $18,000 savings. Destree also talked about when they bring the food in bulk to the households and indicated that they have to bring everything for each client, whether they want it or not, and this generates a lot of waste because they do not always want to eat what is being served. They came up with a suggestion for a voucher type system where clients could purchase what they want which would eliminate waste and generate some funds that could be put back into the department. Destree also noted coffee was another area they see a lot of waste and they had some ideas of how to reduce that waste that would also generate savings that could be put into wages.

Destree also talked about the turnover ratio and it was brought up in a meeting with HR that the cost to hire a new employee is between $1,500 - $2,500 and she noted that in 2019 they had 10 people vacate the department which means between $15,000 - $25,000 was spent to replace those people. She noted that when she started in 1992, it took her five years to get in full-time because people did not leave their positions and the job was a sustainable living job. Reducing the turnover by increasing the wages would generate savings that could be put back into the department. Destree said they are chronically working short and many times they are 11 labor hours short on the weekends. Today they were 14 labor hours short.

Cook Deana Berndt spoke further to the shortage of staff. She informed she works full-time and typically on a daily basis they are short one to two positions every day. Their supervisor has been working several shifts a week which takes her away from her regular work. They are working up to 10 hours a day a lot because of being short staffed which is being done on overtime. Berndt said she was granted permission to carryover vacation hours because she was not able to use the vacation during 2019 because of being short staffed. She would have wanted to use her vacation, but feels guilty taking time off when they are already short staffed. Berndt said they have recently hired a cook and they hope she will stay. Even with the new cook, they are still short two full-time food service positions and two part-time positions on a daily basis.

De Wane noted that if staff keeps on doing all of the work, nothing will be done to fix the situation. Berndt understands this but said she is worried about the clients. De Wane noted that he is also worried about staff having to work so many hours.

Evans appreciated the staff coming up with ideas to help, but with regard to wasting food, he noted that there are dietary rules where everyone has to get the appropriate food, whether they eat it or not. Evans asked Destree and Berndt if they support the resolution. He feels one way to get action on this is to have the administration start to fill in. This is what the school district does when they need a substitution teacher and cannot find one. Nursing Home Administrator Samantha Behling informed she has offered to help in Food Services. He feels the people who can fix these issues are the people who manage this and he would like to see some of these people fill in, although the Board does not have the ability to implement that.

With regard to the resolution, Berndt said she would support it as it brings the wages up to mid-point and she noted that the increases do not affect her wages at all. Evans thanked staff for coming forward to discuss the inequities in the department because it takes a lot of guts to come forward and there have been situations in the past when employees who brought issues forward were not treated very well after. He encouraged staff to come back in several months to let the Committee know if there has been improvement if the resolution is implemented.

Hoyer also encouraged the continued communication, problem solving and trying to find opportunities for improvement and said he would like the Director to report back to the Committee after the new Board and Committee is in place.

Motion made by Supervisor De Wane, seconded by Supervisor Evans to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Resolution Regarding Table of Organization Change for the Health and Human Services Department – Community Services Division Social Worker/Case Manager (CLTS).**

Pritzl explained with the waitlist being eliminated for childrens' long-term support and getting more funds approved, the case manager capacity will be exceeded and they need to add positions to keep up with the workload.

Motion made by Supervisor Evans, seconded by Supervisor De Wane to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

7. **Executive Director's Report.**

Pritzl referred to his report in the agenda packet. He spoke to some of the information in the report and then took questions and comments from the Committee.

With regard to the Criminal Justice Services program figures, Linssen said baseline figures would really help understand the statistics and see how effective the program is. Pritzl noted these are standard measures that compare across other jurisdictions and this will now become the baseline.

Brusky asked for an explanation of the Child Care transition to a streamlined application process that is a "one touch" model of service with cross-trained Economic Support Specialists. Community Services Administrator Jenny Hoffman explained in the past there were two workers tied to every child care case; one worker did the eligibility and another did the authorization and worked with the day care workers. This has now been streamlined so anyone needing childcare assistance is able to make only one phone call to a worker who has been cross trained to be able to do both the eligibility and authorization and it is working well.

Brusky also asked for further explanation on the planning processes being initiated for the Crisis Assessment Center including medical screening services. Pritzl explained one of the things they want to be able to do with the Crisis Assessment Center is add some sort of medical screening. Currently, if someone needs a medical professional to say how they are doing in terms or stability or vitals or anything like that, it has to be done in an emergency department. They looked at what the basic level of screening is that can be done at the Crisis Assessment Center. They know they are challenged if they start doing labs because there is not a full-service lab on site. There are different tools and models that have been developed throughout the state and they are looking at what professionals should be involved in that and how far they can safely go and avoid people having to go to emergency departments as much as possible. They are working with the medical team and they have been very good at ideas. Behling added that the focus is going to be physical because they are trying to avoid over-use of emergency departments. It is more of a method to screen and ensure stability on a psychiatric unit that does not have the capabilities of a typical medical facility. There is not a criteria that needs to be met and Behling does not see a reason to defer clients with medical complexities; they just want to know what the needs are so they can be addressed. They are trying to scale back the medical service and have it more of a screening. Pritzl added that there is not an established medical screening criteria, but Brown County has been a leader in the area in terms of our psych facilities and emergency departments have agreed on a low, medium or high criteria.

Pritzl concluded by talking about the family visitation center which is now up and running and doing very well. It is family friendly and has nice rooms and they are very excited about it. It is a good example of a community collaboration.

Motion made by Supervisor Linssen, seconded by Supervisor Brusky to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

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

Motion made by Supervisor Evans, seconded by Supervisor Linssen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

9. **Statistical Reports.**
   a) **Monthly CTC Data.**
      i. **Bay Haven Crisis Diversion.**
      ii. **Nicolet Psychiatric Center.**
      iii. **Bayshore Village (Nursing Home).**
      iv. **CTC Double Shifts.**
   b) **Child Protection – Child Abuse/Neglect Report.**
   c) **Monthly Contract Update.**

Motion made by Supervisor Linssen, seconded by Supervisor Brusky to suspend the rules to take Items 9 a, ai, aii, aiii, aiv, b & c together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Linssen, seconded by Supervisor Brusky to receive and place on file Items 9 a, ai, aii, aiii, aiv, b & c. Vote taken. MOTION CARRIED UNANIMOUSLY

10. **Request for New Non-Contracted and Contract Providers.**

Motion made by Supervisor De Wane, seconded by Supervisor Evans to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

ADRC – No agenda items.
Syble Hopp School – No agenda items.
Veterans Services – No agenda items.

Other

12. **Audit of bills.**

Motion made by Supervisor De Wane, seconded by Supervisor Linssen to acknowledge receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

13. **Such other Matters as Authorized by Law.**

Evans mentioned that Syble Hopp School was closed for a day as 21 or 22 staff members were sick on the same day and they are asking for any students or staff who are not feeling well to stay home.

Hoyer informed he put in a communication to the Health Board regarding vaccinations and the personal exemptions as there have been a number of potential bills on this is the Assembly. The Health Board will meet again in March and pending the outcome of that meeting a communication could be put in at the March County Board meeting.

14. **Adjourn.**

Motion made by Supervisor Brusky, seconded by Supervisor Linssen to adjourn at 7:22 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Administrative Specialist

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING
October 24, 2019

PRESENT: Randy Johnson, Bev Bartlett, Linda Mamrosh, Mary Johnson, Mary Derginer, Debi Lundberg, Tom Smith, Eileen Littig, Dennis Rader, Megan Borchardt

EXCUSED:

ABSENT: Sam Warpinski, Amy Payne

ALSO PRESENT: Laurie Ropson, Debra Bowers, Devon Christianson, Kristin Willems, Mary Schlautman, Pat Brault, Eli Metoxen.

Chairperson Johnson called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE:

INTRODUCTIONS:

ADOPTIONS OF AGENDA:
Ms. Littig/Ms. Lundberg moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF MINUTES OF REGULAR MEETING OF September 26, 2019:
Ms. Bartlett/Ms. Derginer moved to approve the minutes of September 26, 2019 **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC:
None

FINANCE REPORT:

REVIEW AND APPROVAL OF FINANCE REPORT – September 2019:
Ms. Bowers referred to the 2019 Financial Highlights and ADRC & Grounded Café Summary Report to demonstrate the expenses and revenues for the month of September.

Supervisor Borchardt/Ms. Littig moved to approve the Finance Report – September 2019. **MOTION CARRIED.**

REVIEW OF DONOR DIRECTED DONATIONS:
There were no donor directed donations in September 2019.

Chairperson Johnson requested to amend the agenda to add "2020 Budget Update" as Letter E.

Mr. Smith/Ms. Derginer moved to amend the agenda as requested. **MOTION CARRIED.**

2020 BUDGET UPDATE:
Ms. Christianson provided an update of the Brown County Executive's 2020 Budget meeting held on 10/23/19. Additional conversation ensued. The last step in the budget process is for the Full Brown County Board to vote on the 2020 Budget at the meeting on 11/6/19.

DIRECTORS REPORT:

A. **UPDATE ON LEGACY GIVING:**

Ms. Christianson provided an update to the board regarding the Legacy Giving initiative. Ms. Christianson shared that the project is currently at the education stage. Agencies with foundations affiliated with Brown County, foundations themselves and investment companies are being explored. Examples of upcoming presentations are the Neville Museum, the Brown County Library, Greater Green Bay Community Foundation and attorneys. Ms. Christianson thanked those from the board that are participating on this taskforce/initiative.

B. UPCOMING EVALUATION AND BOARD MEETINGS:

Ms. Christianson stated the last full board meeting in 2019 is on 12/12/19. Ms. Christianson also invited all board members to the All-Agency meeting on 12/10/19 from 12:30-4:30.

The HR & Nominations committee is only required to be at the meeting on 11/14/19. Ms. Christianson shared that the committee will be discussing the ADRC Director's 2019 evaluation. Chairperson Johnson stated that he would like to use a different form than in previous years. He believes that this evaluation has a strength-based approach and that the HR & Nominations Committee would be looking for trends in the feedback provided. Mr. Johnson asked that board members provide input for Ms. Christianson's evaluation prior to 10/31/19.

C. LIVABLE COMMUNITIES:

Ms. Christianson shared that the Advocacy Coalition will pitch the idea of working with the Mayor's office and County Executive to make Green Bay a Livable Community using the AARP Livability Index.

D. LONELINESS:

Ms. Christianson shared that the ADRC is working on a loneliness initiative and has reached out to Bob Woesner, former Green Bay Press Gazette Editor to talk on this topic at the December 2019 Board meeting.

STAFF REPORT: MARY SCHLAUTMAN, INFORMATION & ASSISTANCE, AFCSP/NFCSP, CAREGIVER, DEMENTIA:

Ms. Schlautman reviewed the highlights of the Information and Assistance department for 2019. Including:

- Staff highlights
- Transition from CARE WI initiative to new Long Term Care agencies
- Sun setting the In Home Worker Program
- Addition of Foundations Mental Health Counselor and extension to full time coverage
- Dementia Coalition- newly formed partnership with the Forget Me Not Foundation
- Newly formed Hispanic Support Group
- Newly formed Men's Dementia Caregiver Support Group.
- Purple Angel Training
- Update on outreach presentations
- Futuring possibilities

LEGISLATIVE UPDATES:

Ms. Giesen provided an update on the Care Act

ANNOUNCEMENTS:

The 85.21 Special Transportation 2020 plan meeting will be on 11/13/19 at the ADRC.

NEXT MEETING – December 12, 2019 is the next ADRC Board of Directors Meeting.

ADJOURN:

Supervisor Borchardt/Ms. Johnson moved to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 10:37 a.m.

Respectfully Submitted,
Kristin Willems,
Administrative Services Coordinator

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING
December 12, 2019

PRESENT: Randy Johnson, Bev Bartlett, Linda Mamrosh, Mary Johnson, Debi Lundberg, Dennis Rader, Eileen Littig, Megan Borchardt

EXCUSED: Tom Smith, Mary Derginer

ABSENT: Amy Payne, Sam Warpinski

ALSO PRESENT: Laurie Ropson, Debra Bowers, Devon Christianson, Kristin Willems, Bob Woessner

The meeting was called to order by Chairperson, Johnson at 8:30a.m.

PLEDGE OF ALLEGIANCE:

INTRODUCTIONS:

ADOPTIONS OF AGENDA:
Ms. Littig/Supervisor Borchardt moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 24, 2019:
Supervisor Borchardt/Ms. Bartlett moved to approve the minutes of October 24, 2019 **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC:
None

FINANCE REPORT:

REVIEW AND APPROVAL OF FINANCE REPORT – October 2019:
Ms. Bowers referred to the 2019 Financial Highlights and ADRC Summary Report to demonstrate the expenses and revenues for the month of October.

Ms. Johnson/Ms. Littig moved to approve the Finance Report –October 2019. **MOTION CARRIED.**

REVIEW OF RESTRICTED DONATIONS:
There were no restricted donations or expenditures in October 2019.

BOB WOESSNER-INITIAL LOOK AT LONELINESS:
Ms. Christianson introduced Mr. Woessner to the board of directors. Ms. Christianson asked Mr. Woessner to help the ADRC tackle the social issues of isolation and loneliness.
Mr. Woessner referred to several handouts and shared his initial thoughts on the subject of loneliness and isolation.

NOMINATIONS & HR COMMITTEE REPORT:

ENTER INTO CLOSED SESSION: Pursuant to 19.85 (1) of Wisconsin Statutes a closed session was held considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility.

Ms. Littig/ Supervisor Borchardt made a motion to move into closed session at 9:14 a.m. **MOTION CARRIED.**

RETURN TO OPEN SESSION: Pursuant to 19.85 (1) of Wisconsin Statutes a closed session was held considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility.

Supervisor Borchardt/Ms. Johnson moved returning to open session at 9:20 a.m. **MOTION CARRIED.**

A. **NOMINATIONS & APPROVAL OF NEW BOARD MEMBERS, REAPPOINTMENTS & COMMITTEES:**
Mr. Rader/Ms. Lundberg moved to approve Tom Diedrick to ADRC Board of Directors. **MOTION CARRIED.**

Ms. Littig/ Supervisor Borchardt moved to approve Bob Johnson to ADRC Board of Directors. **MOTION CARRIED.**

Ms. Lundberg/ Supervisor Borchardt moved to approve Randy Johnson to second term on the ADRC Board of Directors. **MOTION CARRIED.**

Ms. Johnson/Ms. Littig moved to approve Mary Derginer to second term on the ADRC Board of Directors. **MOTION CARRIED.**

Supervisor Borchardt/Ms. Bartlett moved to approve Mary Johnson to second term on the ADRC Board of Directors. **MOTION CARRIED.**

Ms. Bartlett/Ms. Littig moved to approve Debi Lundberg to second term on the ADRC Board of Directors. **MOTION CARRIED.**

Ms. Littig/Ms. Lundberg moved to approve the 2020 Executive Committee-slate of officers: Randy Johnson- Board Chair, Bev Bartlett Vice-Chair, Mary Johnson- Secretary, Mary Derginer- Treasurer. **MOTION CARRIED.**

Ms. Lundberg/Ms. Johnson moved to approve HR & Nominations Committee – Randy Johnson, Bev Bartlett, Mary Johnson, Mary Derginer, Debi Lundberg, Tom Smith, and Dennis Rader. **MOTION CARRIED.**

B. **ADRC DIRECTOR EVALUATION:**
Ms. Johnson/Ms. Lundberg moved to approve the 2019 ADRC Director's Evaluation. **MOTION CARRIED.**

Ms. Littig encouraged the ADRC to seek out diverse board members to ensure that all populations are represented. The board agreed to assist in recruiting new board members.

C. **RECLASSIFICATION OF FINANCE COORDINATOR.**
Supervisor Borchardt/Ms. Littig moved to approve the Finance Coordinator Transition plan to include:

- Reclassification of the Finance Coordinator position from grade 8 to 8.5
- Adjust salary to $79920 effective to January 1, 2019.
- Eligible for 2.07% cost of living increase in 2020.

MOTION CARRIED.

DIRECTORS REPORT:

A. **REVIEW AND APPROVAL OF GWAAR 2020 BUDGET:**

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Ms. Johnson/Ms. Bartlett moved to approve the GWAAR 2020 Budget. **MOTION CARRIED.**

STAFF REPORT: FINANCE DEPARTMENT:
Ms. Bowers referred to the Finance Department Structure handout and shared accomplishments of the finance department in 2019. Ms. Bowers thanked the board for approving the addition of the Accountant position in 2019.

UPDATE ON BOARD PROCESS AND MINUTES:
Ms. Willems provided an update from webinar given by the Wisconsin Counties Association about Open Meeting Laws and Roberts Rules to follow during the ADRC Board of Directors Meetings and with the Minutes for these meetings to include:

- The board no longer needs to vote to accept the agenda
- The board does not approve reports. They vote to accept the report and place on file
- The minutes will reflect detail on votes for actions taken for voice voting i.e. "Motion Carried Unanimously" or "Motion Carried with no negative vote" and details of roll call vote if appropriate
- Minutes will reflect the name and time of members coming in late or leaving prior to the end of the meet

FAREWELL EXITING BOARD MEMBERS:
Chairperson Johnson thanked both Ms. Mamrosh for her service to the ADRC as board members for the last 3 years.

ANNOUNCEMENTS:
Ms. Christianson presented the updated Mission, Vision and Values and explained next steps in the process.

Ms. Christianson shared that just prior to passing away; Pat Finder-Stone had made a donation to the ADRC specifically to be used for staff appreciation. Ms. Christianson said that the lunch served at the All Agency meeting in December came from this donation as well as providing one ADRC logo embroidered apparel item that staff and board members could choose as a gift. Order forms will be accepted until January 31, 2020.

NEXT MEETING – January 23, 2020 is the next ADRC Board of Directors Meeting.

ADJOURN:
Ms. Littig/Ms. Johnson moved to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 10:30 a.m.

Respectfully Submitted,
Kristin Willems,
Administrative Services Coordinator

PROCEEDINGS OF THE BROWN COUNTY
CRIMINAL JUSTICE COORDINATING BOARD

Pursuant to Section 19.84 Wisconsin Statutes, a regular meeting of the Brown County **Criminal Justice Coordinating Board** was held on Tuesday, February 4, 2020 at 8 am in the Karen H. Dorau Memorial Conference Room at the Brown County Law Enforcement Center, 300 East Walnut Street, Green Bay, Wisconsin.

Members Present:	Judge Tammy Jo Hock	Human Services Cmte. Rep. Joan Brusky
	District Attorney Dave Lasee	Citizen Rep. Robert Srenaski
	Public Defender Rep. Tara Teesch	Jail Captain Heidi Michel
	Health and Human Srvc. Exec. Dir. Erik Pritzl	Probation and Parole Rep. Jennifer Hornacek
	Sheriff Todd Delain	Criminal Justice Mgr. Mark Vanden Hoogen
	Public Defender Rep. Tara Teesch	
Others Present:	District Court Administrator Tom Schappa	
	Corporation Counsel Dave Hemery	
	Supervisor for Criminal Justice Services, Laura Hettmann	
	Family Services Rep. Angela Stueck	
Excused:	Citizen Rep. Tim Mc Nulty	

1. **Call Meeting to Order.**

   The meeting was called to order by Chair Tammy Jo Hock at 8:03 am.

2. **Approve/modify Agenda.**

   Motion made by Joan Brusky, seconded by Dave Lasee to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Approve/modify minutes of December 10, 2019.**

   Motion made by Joan Brusky, seconded by Todd Delain to modify the second sentence of the last paragraph of Page 2 of Item 5 to read as follows: "Brusky explained that at a meeting in the past the Chair had to leave early which left the Board to not continue with the meeting due to no Chair and she feels having a Vice Chair would alleviate that situation from happening again." Vote taken. MOTION CARRIED UNANIMOUSLY

   Motion made by Joan Brusky, seconded by Todd Delain to approve as modified. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Jail population numbers (Sheriff).**

   Jail Captain Heidi Michel reported the jail is currently at 92% capacity and there are 192 in the Huber center with 59 of those being work release males. There are also 72 out on the EMP program and 23 shipped out to Oconto County.

5. **Review and approve CJCB By-Laws (D. Hemery).**

   Corporation Counsel Dave Hemery provided a copy of the proposed By-Laws, a copy of which is attached. The By-Laws include a mission statement which was not on the previous draft. The mission statement is the statewide mission for Criminal Justice Coordinating Boards. The remainder of the document is pretty much the same as what was brought forward at the last meeting. Section A outlines membership and Section B talks about electing officers and some of the officer duties. Hemery noted he also added specific

language giving authorization to form sub or ad hoc committees in Section C. Section D outlines the frequency of meetings. Article V sets forth that Roberts Rules shall control the procedures of the Board unless stated otherwise.

Comparisons were made between the proposed By-Laws and the 1992 resolution and Hemery noted that the 1992 resolution talked more about the duties of this Board rather than the mission. A suggestion was made to include something about rehabilitation of defendants in the mission statement. Brusky felt this was a good idea, however several other members disagreed as they felt that language may be too limiting. It was felt that the language currently being proposed gives a lot of broad authority. Delain added that if we start talking about defendants, victim rights will enter into it and he likes the broader mission being proposed.

Brusky noted that currently County Board staff takes the minutes at these meetings and questioned if language to that effect could be included in the By-Laws. Hemery said once the By-Laws are passed, this group would elect a Secretary who would take the minutes as opposed to County Board staff doing it. He explained further that by Statute the County Clerk takes minutes of the County Board meeting and standing Committees, but is not required to take minutes at sub or ad hoc committees. This process has not been firmly upheld by the County Clerk or Board and Board staff has been pretty helpful with this in the past, but it is not a requirement of the County Clerk's office. It is his opinion that the County Clerk's office is in charge of minutes for the County Board and six standing Committees but not other subcommittees, ad hoc committees, etc. Going forward, any sub or ad hoc committees that are created will be electing their own secretaries to do those duties. Hemery noted the County Clerk could voluntarily agree to have her staff take minutes, but the Clerk has been moving more towards what the statutes require so things are in order when she retires at the end of the year and it is not known what the next Clerk will voluntarily do. Hemery added that minutes can range from simple motion minutes to verbatim minutes and anywhere in between. The minimum requirement is motion minutes, and most counties fall somewhere between motion minutes and verbatim minutes, but verbatim minutes are not done often. Summary minutes are all that are needed to comply with the open meetings laws.

Health and Human Services Director Erik Pritzl asked if the proposed By-Laws go to the County Board for approval. Hemery responded that the By-Laws are approved here and do not go to the County Board. The resolutions that have already passed would still stand.

Motion made by Todd Delain, seconded by Dave Lasee to approve the By-Laws as presented by Corporation Counsel. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Creation of ad hoc committee.**

Lasee informed he has spoken with Corporation Counsel regarding this and his (Lasee's) proposal is that in lieu of this Board officially creating an ad hoc committee, that the Board task him individually with looking into ways to improve efficiencies within the criminal justice system and that he then report back to this Board on this issue. This would require him to do the job, but he could utilize different resources, including a small work group of individuals that he reaches out to to provide some support, keeping in mind that that group could not be more than a quorum of this Board. Having Lasee tasked with this and having the ability to pull in resources as needed would allow this to be a little more nimble without having meetings noticed or agendas published which would make it a little more onerous to meet on short notice as well as making it difficult to share information via e-mail. Lasee feels the same things could be accomplished in this fashion as could be with creating an ad hoc committee.

Hemery responded there is a fine line between having a meeting and having a group get together. If a body is created to look at something and report back, open meetings laws must be complied with. However, if you simply task an individual to look into efficiencies and report back, that is fine. Lasee could do that and if he feels he needs to talk to other committee members to get information about efficiencies

and report back, that does not have to be noticed. This is a way he could gather information from members of this body without constraints as to meeting times and things of that nature.

Delain said he supports Lasee's idea for many reasons. He noted that most people in the room have to attend a lot of meetings on a regular basis and he tries to be at all meetings that are formally noticed even though many times some of the issues do not pertain to him and he does not have a lot of input. He does not like to have his time eaten up unnecessarily. Delain added that calendars change and having Lasee tasked with this would allow for meetings to be put together on short notice and additionally, this would allow for a little more flexibility to get information from the different parties on this Board. He feels this would provide the opportunity to get information much quicker than gathering information at a designated monthly meeting. Delain would like to give this a try and if we find out it does not work, we can make an adjustment, but he is in favor of giving it a try.

Citizen Representative Bob Srenaski said it sounds like a great idea and he is glad to see something being done, but noted that Lasee would have to defend this if anything is brought up regarding open meeting laws. Lasee said he has considered the issue of transparency and said he really does not have any issues with that because he does not have any authority to make any changes and everything would have to come back to this Board which also does not have authority to make any changes. Judge Hock added that every time we expect a report, it would be put on the agenda and that would provide transparency. Hemery said this would really not be any different than a department head giving a report at their oversight committee. This would just be an update on efficiencies by Dave Lasee at the meetings. If anyone on the Board has a good efficiency idea, they can let Lasee know to look at it further and then Lasee can report back.

7. **Future Agenda Items, if any.**

Judge Hock noted that she will add an efficiency report by Dave Lasee on the next agenda. Lasee said he has already met with a lot of people on this and there are a lot of good people on this Board who have good ideas and are willing to provide input and this will be a good opportunity to look at ways to do some things better.

8. **Other such matters as authorized by law.**

The next meeting date was discussed. Judge Hock said the goal of meeting more often is to accomplish what we have accomplished. We have been talking about the efficiency group and she would like to give Lasee and those he works with the opportunity to meet. Hemery suggested that election of secretary and vice chair should be included on the next agenda. Hemery asked County Board staff to come back to the next meeting as well and this was agreed to. The next meeting will be held on April 8, 2020 at 8:00 am.

9. **Adjourn.**

Motion made by Todd Delain, seconded by Christopher Zahn to adjourn at 8:30 am. Vote taken.
MOTION CARRIED UNANIMOUSLY

Alicia Loehlein	Therese Giannunzio
Administrative Coordinator	Transcriptionist

PROPOSED BY-LAWS
BROWN COUNTY CRIMINAL JUSTICE COORDINATING BOARD

ARTICLE I: Name

The name of this Board shall be the Brown County Criminal Justice Coordinating Board (CJCB).

ARTICLE II: Creation

The CJCB was formally created by Resolution of the Brown County Board of Supervisors on September 16, 1992.

ARTICLE III: Mission

The CJCB has adopted the mission of the Statewide Criminal Justice Coordinating Council, namely, "*To promote and facilitate the implementation of effective criminal justice policies that maximize justice and the safety of the public.*"

ARTICLE IV: Structure

Section A: Membership

There are seventeen voting members of the CJCB:

1. Chairperson of Public Safety Committee or Designee;
2. Chairperson of Human Services Committee or Designee;
3. Brown County Circuit Court Presiding Judge or Designee;
4. Brown County District Attorney or Designee;
5. State Public Defender Regional Office Manager or Designee;
6. Brown County Sheriff or Designee;
7. Brown County Executive or Designee;
8. Brown County Jail Captain or Designee;
9. Green Bay Police Chief or Designee;
10. State Probation and Parole Division of Community Corrections Region Chief or Designee;
11. Citizen Representative No. 1;
12. Citizen Representative No. 2;
13. Citizen Representative No. 3;
14. Citizen Representative No. 4;
15. Brown County Health and Human Services Department Executive Director or Designee;
16. Brown County Clerk of Court or Designee; and
17. Criminal Justice Manager or Designee.

Citizen Representatives shall be appointed by the Brown County Executive and confirmed by the Brown County Board. Citizen Representatives shall serve two-year, staggered terms (two of the four Citizen Representative terms shall expire on 12-31 of even-numbered years, and the other two terms shall expire on 12-31 of odd-numbered years).

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Section B: Officers

At its first meeting in odd numbered years, the CJCB shall elect a Chair, a Vice-Chair and a Secretary to serve two-year terms. The Chair shall preside at all meetings. The Vice-Chair shall act as the Chair in the absence of the Chair. The Secretary shall prepare the Agenda as directed by the Chair, and shall distribute the Agenda in a timely manner to all members of the CJCB, and to the County Board Office. The Secretary shall take, prepare and distribute the Minutes in a timely manner to all members of the CJCB, and to the County Board Office.

Section C: Subcommittees and Ad Hoc Committees

The CJCB may authorize the formation of Subcommittees and/or Ad Hoc Committees which shall report to the CJCB.

Section D: Meetings

Meetings of the CJCB shall be set by the Chair, and shall take place at least quarterly.

Article V: *Robert's Rules of Order*

Unless contradicted by these By-Laws, Wisconsin Statutes and/or by the Brown County Code of Ordinances, the most recent edition of *Robert's Rules of Order* shall control the procedures and workings of the CJCB.

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, November 14, 2019 at Health & Human Services; Sophie Beaumont Building, Boardroom A; 111 North Jefferson Street; Green Bay, WI 54301

Present: Supervisor Tom Lund, Chair; Vice Chair Paula Laundrie; Susan Hyland; Laura McCoy; Supervisor Alex Tran

Excused: Craig Huxford; Supervisor Aaron Linssen; Kathryn Dykes

Also Present: Erik Pritzl; Executive Director
Jenny Hoffman; Community Services Administrator
Samantha Behling; Hospital & Nursing Home Administrator
Eric Johnson; Finance Manager

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1. **Call Meeting to Order**
The meeting was called to order by Supervisor Lund at 5:15 p.m.

2. **Approve / Modify Agenda**
LAUNDRIE / TRAN moved to approve the November 14, 2019 Agenda.
The motion passed without a negative vote.

3. **Approve Minutes of October 10, 2019 Human Services Board Meeting**
HYLAND / TRAN moved to approve the minutes dated October 10, 2019.
Executive Director, Erik Pritzl, informed the Board that the 2020 Draft Budget did not get added to the Board Minutes in September as there were questions regarding some of the statistics included within the report. After further review, it was determined the numbers were correct, and the version handed out in September was accurate. The 2020 Draft Budget will be attached to the October Board Minutes.
The motion passed without a negative vote.

4. **Executive Director's Report**
Executive Director Erik Pritzl distributed copies of his report and highlighted the following:

Community Services
We had our first meeting with system stakeholders regarding Family Recovery/Drug Court. With the addition of staff in 2020, we are discussing the addition of this court to address treatment and safety needs for families involved with the Criminal Justice system and Child Protective Services. We met with judges, law enforcement, department staff, and treatment court staff to discuss our first steps, and look to apply for a Federal grant.

Crisis Assessment Center planning work continues on the design process. There are still process pieces to work out including medical screening; we recently had a very position phone call with Department of Health Services to cover this area. The Crisis Assessment Center would not open until November 2020.

There is nothing to report on Secured Residential Care Center for Children and Youth (SRCCCY), as we are waiting on the State's Joint Committee on Finance; however, we are continuing to work internally on planning steps.

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Many new staff positions were added in the 2020 Budget for Community Services – this includes 14 Child Protective Services; 2 Adult Behavioral Health; 1 Adult Protective Services and 1 Criminal Justice Treatment Court position. The Human Services Board members shared their concern over the lack of space within Sophie Beaumont for staff. Pritzl shared we continue to explore potential spaces where we might be able to move, and are exploring remote work/telework to alleviate some of the space issues by sharing office space.

We are testing telework now with six Economic Support workers, and it is going well. They work some days at home, and others here in the office. The workers must have security on their home internet network, and work via VPN Always; as they transport paperwork, it must be in a locked bag.

Emergency Detentions
Emergency Detentions continue to see a downward trend.

CTC Census
CTC has had good utilization with a high daily census. We are seeing more MCOs who are having difficulty finding placement locations, so we assist with some short-term placement. We have also had emergency placements at CTC.

Samantha Behling has been hired as the Hospital and Nursing Home Administrator. We now need to look at filling the Director of Nursing: Nursing Home position and other new positions for 2020 including an APNP, a half-time Medical Director, transportation aide, registered occupational therapist, along with others.

LAUNDRIE / McCOY moved to receive and place on file the Executive Director's Report for November 2019. Motion carried without a negative vote.

5. CTC Administrator Report including NPC Monthly Report
Samantha Behling, Hospital & Nursing Home Administrator, highlighted items from her report.

Federal/State Readiness
We are looking at technology efficiencies that would allow our staff to spend more direct time with clients. We have implemented a voice to text system as well as one for ordering to build efficiencies and reduce errors.

In the area of survey readiness, we are in our audit window for NPC so we are preparing by sending staff to other local psychiatric hospitals to see what we might be able to improve and adapt; the staff are returning eager with new ideas.

Crisis Center Addition
We started our first small work group in the area of medical clearance. Now that the building is mostly designed, we are looking at the procedures and the staffing we might need and at any potential revenue options balanced against operation expenses.

Food and Nutritional Services
We are evaluating the overall staffing model and the hours they are working each day to see if we can make it more desirable in hiring of new employees.

Holiday Rotation
This subject was brought before the Human Services Board a few months ago – a Holiday Rotation for the Nursing unit. Previously, holidays were awarded to the most senior employees, and as expected, any new employees missed the opportunity to have a holiday off. We looked at other facilities to see what they were doing, and the vast majority had a rotation schedule to establish fairness. For example, if you work Christmas this year, you will have it off next year.

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We will be implementing a holiday rotation schedule starting January 1, 2020 and the staff have been made aware.

HYLAND / LAUNDRIE moved to receive and place on file the CTC Administrator's Report for November 2019. Motion carried without a negative vote.

6. **Approval of Medical Staff Rules and Regulations**
These rules and regulations outline the procedures for the hospital setting, including admission, discharge, ordering procedures, services we offer like physicals and types of exams. Much of this is regulatory requirements that needs to be presented, reviewed and approved by the Human Services Board. No questions were presented.

McCOY / HYLAND moved to approve the Medical Staff Rules and Regulations. Motion carried without a negative vote.

7. **Financial Report for Community Treatment Center and Community Services**
Finance Manager Eric Johnson distributed his report with financial results through September and highlighted a few items.

Community Treatment Center
Revenues are over budget at 81.8% of the annual budget, as the benchmark is 75% for nine months into the year; which equates to approximately 6.8% over or $889,000. We are significantly over in revenues with the two contributors being the Hospital (NPC) at about $288,000 over projected with a higher census, and the prior year settlement of Nursing Home Supplemental Funding Payment relating to 2018 of approximately $515,000. Expenses are just over budget, about $20,000, which is related to higher census numbers.

Community Services
We received a favorable adjustment in September related to credits for patients at State Mental Health Facilities. We are originally responsible for the whole bill, but State bills Medicaid and other insurance companies, and when they get paid, they give us credit. The State caught up in September, and we changed our estimates based on these numbers. This left us with a $374,000 deficit for nine months which is attributed to the prior year adjustment in June.

Purchased services still remain high for residential care and correctional facility placements for Youth Justice but it is offset by a favorable variance in personnel employee benefits expenses.

HYLAND / LAUNDRIE moved to receive and place on file the Financial Report for October 2019. Motion carried without a negative vote.

8. **Statistical Reports a, b, & c**
   a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Center/ Bayshore Village
   b. Child Protection Services — Child Abuse/Neglect Report
   c. Monthly Contract Update

LAUNDRIE / TRAN moved to suspend the rules to receive statistical reports #8 a, b, and c together. Motion passed without a negative vote.

HYLAND / TRAN moved to receive and place on file all statistical reports under item #8. Motion passed without a negative vote.

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9. **Request for New Non-Contracted Provider & New Provider Contract**
LAUNDRIE / McCOY moved to receive and place on file. Motion passed without a negative vote.

10. **Adjourn Meeting:**
HYLAND / LAUNDRIE moved to adjourn. Motion passed without a negative vote.

Chair Tom Lund adjourned the meeting at 5:42 p.m.

Next Meeting: Thursday, December 12, 2019 at 5:15 p.m. -- CANCELLED
Sophie Beaumont Building
111 N. Jefferson St; Boardroom A
Green Bay, WI 54301

Respectfully Submitted,
Catherine Foss
Office Manager

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BROWN COUNTY HEALTH & HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-2188

Erik Pritzl, Executive Director

Phone (920) 448-6000 Fax (920) 448-6166

To: Human Services Board
Human Services Committee

From: Erik Pritzl, Executive Director

Date: November 14, 2019

Re: Executive Director's Report

Community Services:

- Department staff convened the first meeting with system stakeholders regarding a Family Recovery/Drug Court. The purpose of this court is to address treatment and safety needs for families involved with the Criminal Justice system and Child Protective Services. This can involve formal court involvement, or at least criteria being met for a formal court action in the case of Child Protective Services.
- Planning efforts continue on the Crisis Assessment Center addition at the Community Treatment Center. This is a cross-division effort between Community Services and the Community Treatment Center, along with Crisis Center staff. Department staff consulted with the Department of Health Services on some design elements such as observation/stabilization services and medical services that can be integrated into the assessment process.
- There has been no recent developments on the Secure Residential Care Center for Children and Youth (SRCCCY) at the State level. The status is that the grant committee recommendations were provided to the Joint Committee on Finance. A small workgroup continues to meet to review some plan elements and operational cost estimates.
- Much planning is underway related to the new positions in the 2020 budget. This includes new positions in Child Protective Services (14), Adult Behavioral Health (2), and Adult Protective Services (1), and Criminal Justice Services (1).

Emergency Detentions:

We continue to see a decreasing trend in emergency detentions (EM-1s) initiated for both adults and children. If this trend continues for the remainder of the year, this could be an 11% reduction in EM-1s initiated. The charts that follow provide a five year history in this area.

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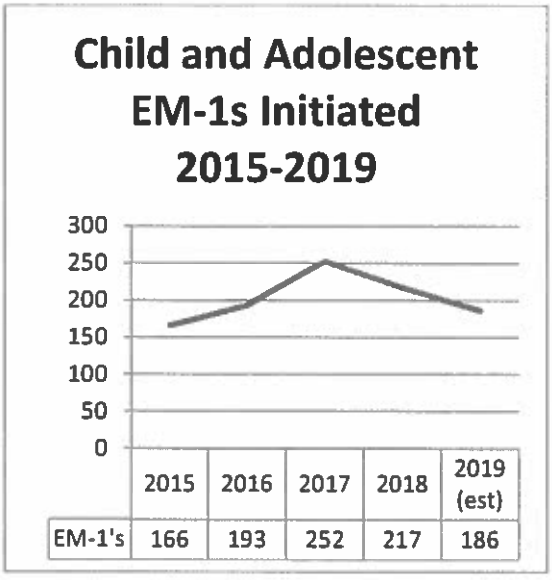
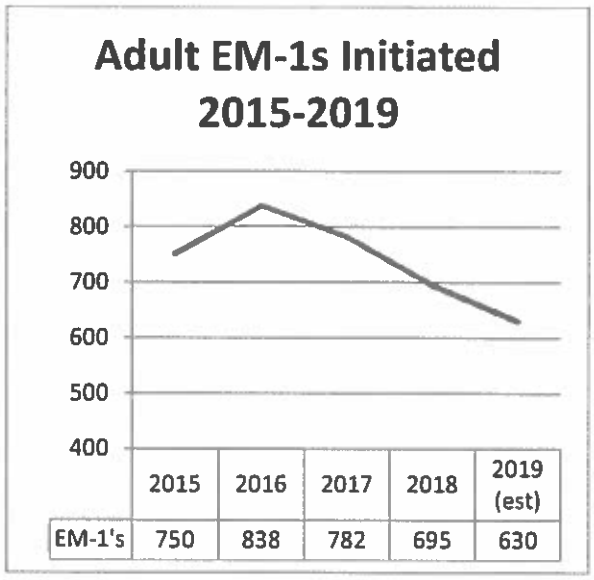
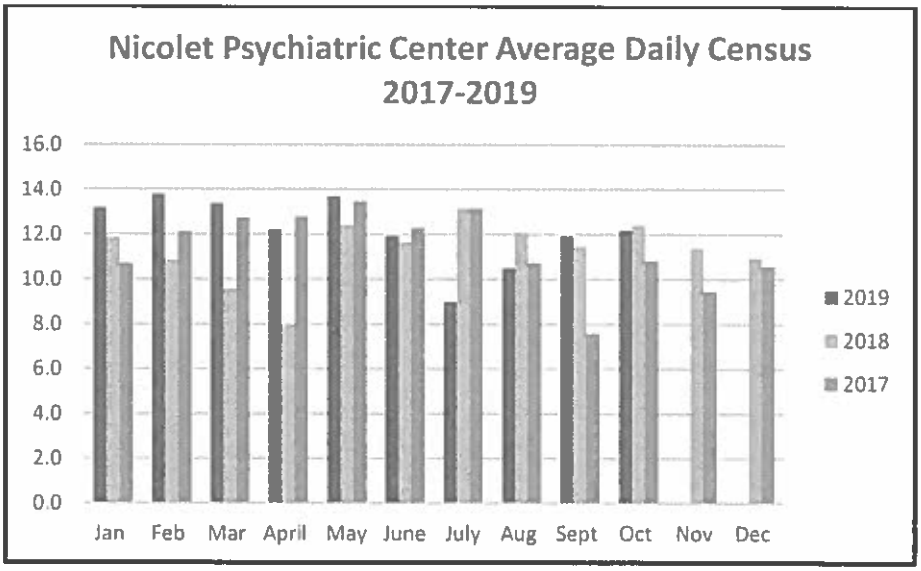




Department staff continue to work on getting a Crisis Coordinating Committee up and running. In general terms, the committee will meet to discuss the overall function of the Brown County emergency mental health services system, review system procedures and guiding documents annually, review specific cases to inform system changes, and assist with information requests from the State of WI related to crisis services and improvements.

Community Treatment Center

Census at our Community Treatment Center is showing a high utilization of units in 2019. The average daily census for October at the Nicolet Psychiatric Center was 12.4, and the average daily census at Bay Haven (CBRF) for October was 10.1. Three years of average daily census at the Nicolet Psychiatric Center (NPC) and Bay Haven (CBRF) are presented visually in the charts below.



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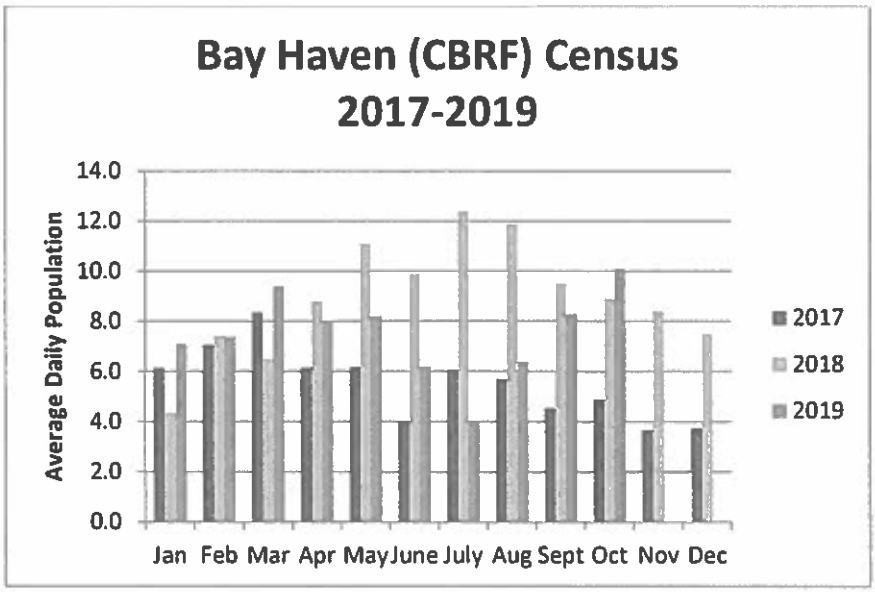


The Hospital and Nursing Home Administrator position has also been filled with the hiring of Samantha Behling for the position. Samantha has been with the department since 2015 serving as the Nurse Educator/Infection Control Nurse, as the Director of Nursing for the Nursing Home, and as interim Hospital and Nursing Home Administrator on two separate occasions. Samantha has provided leadership during multiple successful Nursing Home Surveys, and is eager to continue working with staff in the administrator position.

The Community Treatment Center will be working on incorporating new positions for 2020 into operations including:

- A full-time Advance Practice Nurse Prescriber
- A part-time Medical Director
- A Certified Nursing Assistant for Bay Haven (CBRF)
- A full-time Registered Occupational Therapist
- A full-time Transportation Aide-Nursing Assistant

BROWN COUNTY HEALTH & HUMAN SERVICES

Brown County Community Treatment Center
3150 Gershwin Drive
Green Bay, WI 54305-2188

Samantha Behling, Hospital & Nursing Home Administrator

Phone (920) 391-4701 Fax (920) 391-4872

NPC Monthly Report- November 2019

Federal/State Survey Readiness- A new computerized ordering handling system will be implemented for Nicolet Psychiatric Center registered nursing personnel. This system will reduce errors in transcription and improve information-sharing between inpatient psychiatric services and outpatient mental health services. Another speech transcription system has been implemented for use by inpatient Social Workers to advance efficiencies in documentation of client encounters and increase time for direct client communications. Certified Recreational Therapy Assistants have begun touring local behavioral health hospitals to gain knowledge of other's programming. Further education is planned to inform of hospital survey procedures and interpretive guidelines.

Crisis Center Addition Planning- An onsite medical clearance workgroup has been established with various Brown County professionals to assess potential staffing requirements, hours of service and basic medical assessment procedures for the proposed service additions. The workgroup will meet in early November. Literature from the Wisconsin Psychiatric Association, College of Emergency Physicians and other available resources will be considered while determining procedure criteria.

Food and Nutritional Services- Human Resources, along with Administration, is exploring schedule and position arrangement options for the Food and Nutritional Service Department. These efforts are being made to aid in the recruit of employees. Human Resources and Administration plan to introduce employees within the department to the options being considered. Information will then be presented to the Human Services Committee as requested within November 2019.

Other Business- Holiday rotation procedures have been implemented for 2020. This process change is intended to aid in recruitment of nursing personnel, align with other medical facilities and ensure County recognized holidays are distributed fairly throughout the nursing department. Nursing employees will rotate their holiday assignments each year.

Respectfully submitted by: Samantha Behling, Hospital and Nursing Home Administrator

BROWN COUNTY HEALTH & HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600

Phone (920) 448-6000 Fax (920) 448-6166

Erik Pritzl, Executive Director

To: Human Services Board and Human Services Committee

Date: November 13, 2019

Subject: 9/30/19 YTD Financial Results for Community Treatment Center and Community Services

Community Treatment Center

Financial results for the Community Treatment Center through 9/30/19 show revenues at 81.8% of the annual budget and expenses at 75.1% compared to a benchmark of 75.0% year-to-date. This has created an overall $868,724 favorable budget variance for the first 9 months of the year. The 6.8% or $889,123 favorable YTD revenue variance includes two particularly significant impacts: 1) higher hospital unit census has led to revenues $288,633 higher than projected for the Nicolet Psychiatric Center, and 2) a prior year Nursing Home Supplemental funding payment was received in the amount of $514,992 which was not anticipated. Facility expenses remain close to budget with a 0.1% or $20,399 unfavorable YTD variance from increased personnel costs and other operating expenses due in part to higher NPC census.

9/30/19 YTD census compared to budget is as follows:

Average Daily Census	YTD	Budget
Bayshore Village Nursing Home	60.4	61.3
Nicolet Psychiatric Center	12.2	10.7
Bay Haven CBRF	7.1	7.9

Community Services

Year-to-date results for Community Services include revenues at 76.8% of the annual budget which is 1.8% above the benchmark of 75.0% for 9 months. Expenses are at 77.5% or 2.5% over the benchmark. This results in an overall YTD deficit of $374,435. Current month results for September were favorable by $212,691 primarily because of significant prior month Medicaid and other billing credits received from the State for patient stays at the Winnebago and Mendota state mental health centers. The YTD deficit is now close to the $336,498 of 2018 CLTS and CCOP program reconciliation adjustments recorded in June 2019. Without these prior year adjustments the 9/30/19 YTD deficit would be $37,937. There is, however, a favorable YTD budget variance related to the Shelter Care capital outlay project for bathroom renovations which is scheduled to begin in November. A budget adjustment of $25,000 from Fund Balance was approved recently to cover the most competitive bid for this project with costs higher than projected.

A budget adjustment is in process to add approximately $1.8 million in both state grant revenue and purchased services expense for 2019 based on the significant change in CLTS outside vendor services to children in need of long-term services based on the state plan for elimination of the CLTS waitlist. This will address the significant YTD revenue and expense budget variances in this area which are approximately $1.4 million through 9/30/19.

Purchased services remain high for juvenile justice residential care center and correctional facility placements with an offsetting favorable variance in personnel costs primarily from lower than anticipated employee benefits expense.

Respectfully Submitted, Eric Johnson - Finance Manager

Community Treatment Center

Through 09/30/19
Prior Fiscal Year Activity Included
Summary Listing

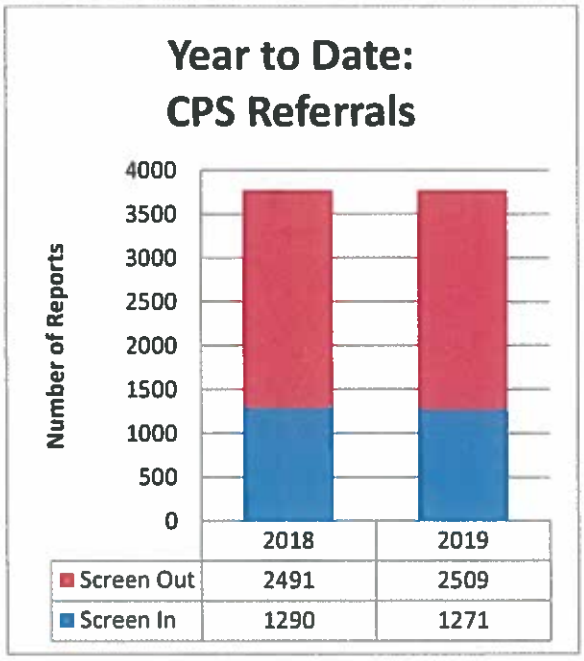
Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 630 - Community Treatment Center								
REVENUE								
Property taxes	3,200,420.00	.00	3,200,420.00	266,701.67	2,400,315.03	800,104.97	75.0%	2,399,407.47
Intergov Revenue	4,194,042.00	.00	4,194,042.00	350,857.96	3,799,378.44	394,663.56	90.6%	3,777,025.74
Public Charges	4,004,411.00	1,501.00	4,005,912.00	420,941.91	3,317,688.63	688,223.37	82.8%	3,390,210.85
Miscellaneous Revenue	1,554,137.00	.00	1,554,137.00	113,374.32	1,048,701.38	505,435.62	67.5%	1,098,664.22
Other Financing Sources	.00	155,693.00	155,693.00	.00	155,693.00	.00	100.0%	65,518.03
REVENUE TOTALS	$12,953,010.00	$157,194.00	$13,110,204.00	$1,151,875.86	$10,721,776.48	$2,388,427.52	81.8%	$10,730,826.31
EXPENSE								
Personnel Costs	9,134,103.00	120,194.00	9,254,297.00	787,249.20	6,959,910.47	2,294,386.53	75.2%	7,241,833.37
Operating Expenses	4,305,357.00	87,000.00	4,392,357.00	359,056.69	3,322,392.68	1,013,931.72	75.6%	3,212,419.30
Outlay	87,000.00	(50,000.00)	37,000.00	.00	836.32	36,163.68	2.3%	1,305.58
EXPENSE TOTALS	$13,526,460.00	$157,194.00	$13,683,654.00	$1,146,305.89	$10,283,139.47	$3,344,481.93	75.1%	$10,455,558.25
Fund 630 - Community Treatment Center								
REVENUE TOTALS	12,953,010.00	157,194.00	13,110,204.00	1,151,875.86	10,721,776.48	2,388,427.52	81.8%	10,730,826.31
EXPENSE TOTALS	13,526,460.00	157,194.00	13,683,654.00	1,146,305.89	10,283,139.47	3,344,481.93	75.1%	10,455,558.25
Grand Totals	($573,450.00)	$0.00	($573,450.00)	$5,569.97	$438,637.01	($956,054.41)		$275,268.06

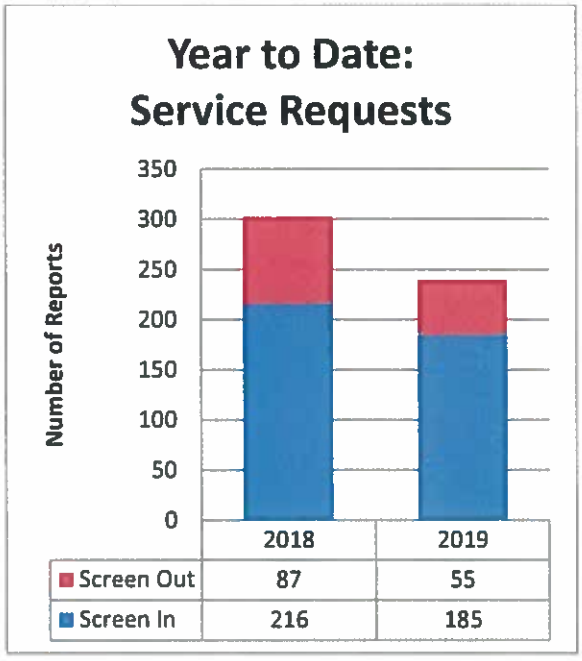
Community Services

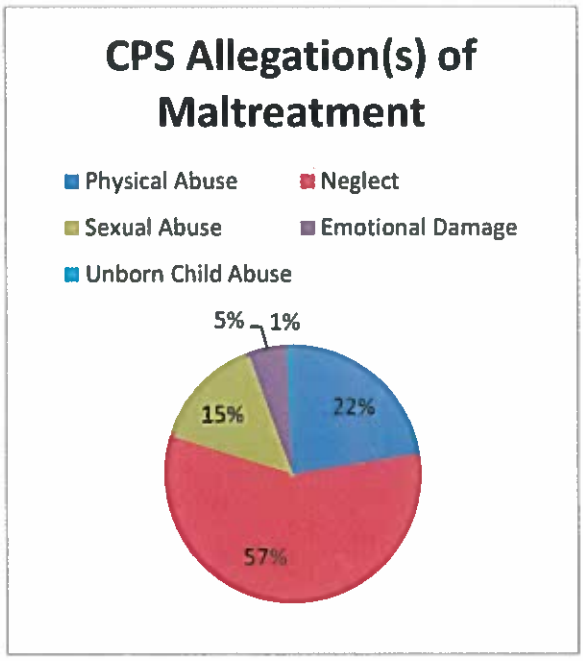
Through 09/30/19
Prior Fiscal Year Activity Included
Summary Listing

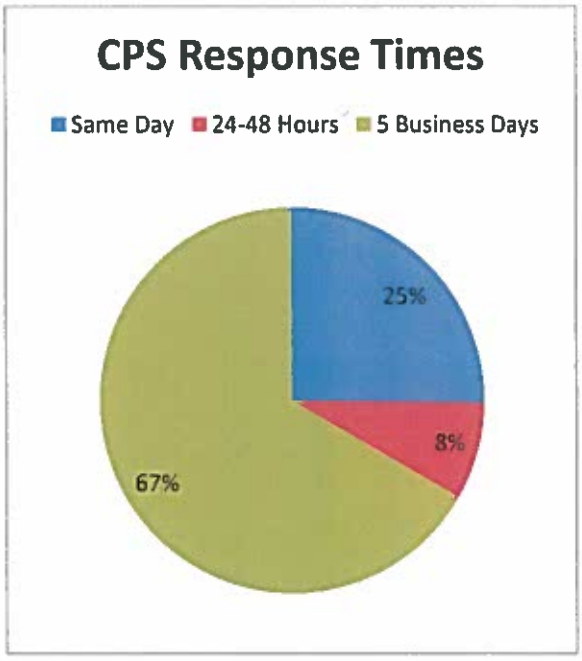
Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 201 - Community Services								
REVENUE								
Property taxes	15,986,348.00	.00	15,986,348.00	1,332,195.69	11,989,761.21	3,996,586.79	75.0%	12,129,583.50
Intergov Revenue	33,020,137.00	378,689.00	33,398,826.00	3,247,025.20	25,792,894.30	7,605,931.70	77.2%	23,922,687.25
Public Charges	2,263,051.00	11,400.00	2,274,451.00	183,127.99	1,734,406.21	540,044.79	76.3%	1,556,751.28
Miscellaneous Revenue	86,250.00	54,139.00	140,389.00	29,941.59	141,018.32	(629.32)	100.4%	173,711.47
Other Financing Sources	36,639.00	578,352.00	614,991.00	.00	614,991.00	.00	100.0%	260,732.76
REVENUE TOTALS	$51,392,425.00	$1,022,580.00	$52,415,005.00	$4,792,290.47	$40,273,071.04	$12,141,933.96	76.8%	$38,043,466.26
EXPENSE								
Personnel Costs	20,122,872.00	889,476.00	21,012,348.00	1,746,701.15	15,276,863.89	5,735,484.11	72.7%	14,600,090.83
Operating Expenses	31,141,553.00	108,604.00	31,250,157.00	2,832,898.42	25,370,641.83	5,848,743.17	81.2%	24,785,550.13
Outlay	128,000.00	49,500.00	177,500.00	.00	.00	177,500.00	0.0%	30,537.03
EXPENSE TOTALS	$51,392,425.00	$1,047,580.00	$52,440,005.00	$4,579,599.57	$40,647,505.72	$11,761,727.28	77.5%	$39,416,177.99
Fund 201 - Community Services								
REVENUE TOTALS	51,392,425.00	1,022,580.00	52,415,005.00	4,792,290.47	40,273,071.04	12,141,933.96	76.8%	38,043,466.26
EXPENSE TOTALS	51,392,425.00	1,047,580.00	52,440,005.00	4,579,599.57	40,647,505.72	11,761,727.28	77.5%	39,416,177.99
Grand Totals	$0.00	($25,000.00)	($25,000.00)	$212,690.90	($374,434.68)	$380,206.68		($1,372,711.73)

Child Protection Statistics: October, 2019









Child protection referrals for this year have been relatively consistent with last year. There continues to be high complexity in these cases, with many precipitating issues surrounding parental substance abuse. This is reflected in the percentage of CPS Allegations of Maltreatment, specific to neglect. In addition to this, a quarter of the child protection responses were emergency cases that required an immediate response due to the severity of the allegations and concern of danger to a vulnerable child.

PROCEEDINGS OF THE MENTAL HEALTH TREATMENT SUBCOMMITTEE

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Mental Health Treatment Subcommittee** was held on Wednesday, January 15, 2020 pm in Conference Room A of the Sophie Beaumont Building, 111 N. Jefferson Street, Green Bay, Wisconsin.

Present: Chair Erik Hoyer, Jail Security Lieutenant Scott Brisbane, Citizen Representative Stephanie Birmingham, Community Services Administrator Jenny Hoffman, Executive Director of Connections for Mental Wellness Rebecca Fairman, Connections for Mental Wellness Representative Bree Decker, Executive Director of Health and Human Services Erik Pritzl, County Board Supervisor Megan Borchardt, District Attorney David Lasee, Crisis Coordinator Josh Zimmer

Excused: Citizen Representative Cheryl Weber

This meeting was scheduled to begin at 12:00 pm. At 12:05 pm it was determined there was not a quorum and therefore no action would be taken, however in the interest of those that were in attendance, discussions were held and are outlined below.

1. **Report and discussion – Spending of the 2019 $1.14 million mental health dollars, to date.**

Health and Human Services Director Erik Pritzl noted that final numbers are not yet available for 2019, but he feels there will likely be some underspending in the area of detoxification. He informed they authorized 43 stays at Bellin for detox and there were 41 stays. The authorized amount was $187,000 out of a $200,000 budget so they were close to authorizing the budgeted amount. The amount paid was actually closer to $134,000. This means that either someone who was authorized did not go for a stay or expenses were picked up by insurance or some other payer source. They do try to stay close to the budgeted numbers and it is good to see that 41 people were approved for 43 stays.

With regard to day report, because this was a six month contract, there is a little underspending, but that was picked up with ramping up the staffing because there was a transition period. Pritzl noted they hired some staff in February, but from March to June they were starting the transition from contracted service to internal service and trying to stick with the budgeted amounts. The underspending in the contract was picked up by Human Services staffing. The full transition is done and the full function is now being done by Human Services. All 2020 services will all be provided by Brown County.

Chair Hoyer appreciates Pritzl keeping the budget in mind and staying within the budget and asked if that has presented any barriers to people getting services. Pritzl said nothing has been brought up to him that people are not being served because of budgetary issues. District Attorney David Lasee was aware of a situation towards the end of 2019 where the Drug Court team felt someone was appropriate for residential placement, but for some reason that did not happen, but Lasee does not know if the budget was part of the denial. The reason given for the denial was that the person seemed to be doing well, was stable and was in Drug Court and did not have the need, despite the fact that she was asking for it and her treatment providers and case managers were also asking for it. Several weeks after the denial, this person had a relapse. Pritzl responded that there should not have been a funding issue for residential treatment. Lasee reiterated he did not know the real reason for the denial, but the Drug Court team felt there was a need for treatment.

Hoyer asked who makes the decision regarding whether or not someone in Drug Courts gets residential treatment. Pritzl explained someone has to do the assessment to give the

appropriate placement level. Supervisor Borchardt said she does not want to see something like Lasee explained happen continuously. If someone is involved in Drug Court and is asking for residential treatment, she would like to see that person accommodated because not being accommodated would be discouraging. Lasee said this is not something that happens regularly and he understands that there are protocols that are used in making determinations.

2. **2020 Budget and New Positions.**

Pritzl informed 2020 is off to a good start. He noted they have increased their Comprehensive Community Services staffing by adding a mental health professional. They have also added another case manager for commitments and hold open agreements because those numbers have been climbing over the last few years. A position was also added in Adult Protective Services and Pritzl noted demographics show this will be an area of need as the population is changing to an aging population. He added they also have some better structures and decision making in place where a lot more assessments will be done and not necessarily going straight to placement.

3. **Identifying gaps.**

   a. **Overview of Outpatient and Community Services Provided by Brown County.**

Crisis Coordinator Josh Zimmer informed he has been in his position since June 2018 and he is primarily responsible for overseeing the Brown County crisis system and how it functions and operates. He is a central contact for people who have issues and he supervises several people, including the officer clinicians. His job is to help coordinate the system and address any issues that come up. Zimmer was able to work on and get started a Crisis Coordinating Committee. One of the issues that has been identified through the Crisis Coordinating Committee is the delay between the time a person has completed medical clearance and is accepted at the receiving facility. That lag in time puts the client at risk and also puts law enforcement and hospital staff at risk because the person is often escalated and agitated and having a difficult time. It is challenging for the hospital and law enforcement to manage that and they are looking at what steps could be taken to prevent those delays from occurring.

Zimmer continued by talking about the officer – clinician team and explained this is a partnership between the GBPD and Brown County and it has been getting progressively busier as awareness is out that the position exists. People are definitely utilizing the resource and he anticipates the position will continue to grow. Hoyer asked if Zimmer is the interface of the crisis team at Family Services. Zimmer said the Crisis Center has their own internal oversight but he is in regular communication with the program manager to discuss cases that need more exploration. Zimmer also talked about follow-up that is done after someone goes through a crisis situation. The Crisis Center has a protocol where they do a variety of follow-up attempts related to the level of severity that the person presented with and was assessed for. The Crisis Center also does post-discharge follow-up. If someone does ultimately proceed through the Chapter 51 process, they are assigned a county case manager who follows up with them. The new Case Manager position will expand on that and provide even more support to those individuals who are put on hold open agreements.

Borchardt asked if there is anyone on staff who helps navigate people on the street into services. Pritzl said the goal of Connections was to be the gateway for connecting people to the resources. That is something Connections is still working on and other gaps were also discussed. Zimmer said generally as a system there are not enough hours in the day for everyone who needs therapy appointments. Psychiatry availability is also a big challenge as is med compliance with the people Crisis works with. The county does what it can with the

resources available and provides care and services to as many people as possible, but the demand continues to grow.

Hoyer asked what the consensus of the employees has been to having the Crisis Center moving out to the CTC. Zimmer responded that staff is excited about it, but there are some things programmatically that still need to be determined and figured out. It will be helpful and convenient in that clients are not going to have to be transported all over the city for different things. There are some situations where a client presents to the Crisis Center with law enforcement and during that time they are handcuffed and then they are transported to the hospital and then to the facility. Under the new model, if someone is going to possibly need placement at Nicolet, the person can come to the Crisis Assessment Center to be assessed, a brief medical screen can take place and then the person can transition directly to Nicolet. This process will be more efficient and smooth in that people are not in handcuffs as long which will help decriminalize the appearance of mental health.

Citizen Representative Stephanie Birmingham said people she has talked to about this are not excited about the relocation of the Crisis Center. She spoke with someone from the Gathering Place who is not enthused because they cannot do a warm handoff. She also questioned the ability of people to walk in for services when there is no bus service available. She also questioned how much mobile crisis is being done. Pritzl responded that these are things that have been talked about at the EM1 Committee over the last year. The EM1 Committee consists of representatives of all law enforcement agencies plus hospital systems. There are at least 30 people at these meetings and they have been talking about streamlining the process of how acute mental health needs are assessed and how to get people moving as quickly and efficiently as possible. The Crisis Center does a ton of other work and they have tried to figure out how they are going to handle all that. The emphasis of the future is phone and mobile. The idea is to get to the person instead of having people brought to centers. If there is a flow of lobby traffic that is not acute, it pulls time away from the mobile resources and the ability to assess the acute situations. The emphasis on mobile and phone should help streamline the process for admissions which will help get law enforcement back on the street sooner as well as get people the help they need. This grew out of a LEAN event several years ago.

Pritzl is aware that the basic needs group has expressed concern about this and he plans on going to speak with them. Birmingham respects the work that has been done up to this point, but remains skeptical and questions if people who have needed these services have utilized crisis services. She is very concerned that there is the potential to unintentionally create an added barrier for individuals who are in crisis to get transportation out to the CTC. She recalled in past discussions it was indicated that taxi vouchers could be used to get someone out to the Crisis Center, but she does not feel the taxi companies would be thrilled with this and she also noted that there are no taxi companies that can accommodate someone with any sort of mobility issue and, further, police cars are not equipped for those with mobility issues either. Zimmer said that transportation in these instances is typically done by rescue. Birmingham feels these are issues that need to be flushed out because they are realities. Pritzl said they need Crisis Center in the room to talk about some of these things. He noted that Crisis Center tracks all of these things, including how much mobile crisis is being done and they would have all of that data. Lasee added that if walk-in traffic is only a small percentage versus the number law enforcement brings in, then this makes sense for the majority of the people because it is the better place for the long-term needs. Pritzl reiterated that the Crisis Center does a ton of work other than what we are discussing here. The reality is by keeping the Crisis Center where it is, we are losing the ability to serve the acute situations as well as we can, but, on the other hand, it may cause harm in getting the other parts done. The more we keep the Crisis Center, medical facility and admitting facility separate, the more we are going to keep going through the three different points of service and that is what we are trying to get rid of.

Hoyer felt asking the Crisis Center to attend the next meeting may be a good idea so we can have these conversations as soon as possible. Pritzl said the project is at the point of pre-bid walk throughs and noted that this has been discussed in a lot of different venues for a long time. Hoyer understands this but said it seems that concerns are being raised that may not have been addressed as they should have been. Lasee does not feel this project should be pulled or modified; it is more of how to address things moving forward. Birmingham agreed.

Zimmer added that if a person is assessed in place and taken out of their setting and brought somewhere else, the likelihood of them needing a more restrictive level of care is higher than if they stayed where they were at initially. If someone is assessed at their home versus at the Crisis Center, the person in their home has a far better likelihood remaining in their home with a safety plan versus taking them out of the home and bringing them somewhere else. This helps with being in line with the Chapter 51 goal of least restrictive level of care and that is a consideration that needs to be kept in mind.

Hoyer thinks it would be interesting to see how the introduction of mobile crisis has shifted things over the last few years and whether we need to consider we may need more mobility with this Crisis Assessment Center specifically because of the location. Pritzl does not want to build a building that then sits empty because we decide Crisis Center needs to stay where it is.

Birmingham asked if Public Health could come on board to help with education and help providers understand some of the situations of the Crisis Center. She feels the Crisis Center has become somewhat of a dumping area for all sorts of circumstances. She appreciates those with acute, classical crisis needs but feels there is still an unmet need that Crisis Center is not capturing. She feels part of this may be on Crisis and some may be on the entire system in that we have just done a poor job on knowing the resources available. Birmingham said consideration also needs to be given to what to do with the rest of the people who need help but are not in crisis. Pritzl said there may be a place where a non-profit community agency has a piece of that work; it would not be a piece of the Crisis Center. 211 was referenced as a resource, but people do not utilize that as much as they could.

It was noted that it will take some time for everyone to get used to the new location and thinking ahead to some of these situations is good. Changing the location will have a ripple effect on the process. Community Services Administrator Jenny Hoffman said there will need to be a communication plan and these things will be thought through to be sure everyone knows what the process is and where the services are. Birmingham said the system currently has so many silos and although she does have some trepidations, maybe with no more downtown location providers will have to go outside their comfort zone to really work together.

Security Lieutenant Scott Brisbane said when the new jail was built on Curry Lane, one of the stumbling blocks was how people would get back to town. In looking at the way that area is getting built up, it is now becoming a Brown County campus and worrying about transportation is a real issue as more things are added in the area. Birmingham agreed that there are a number of ripples that will have to be worked out, and transportation to her seems like a big one. The hours of bus service were discussed as was the service area. Borchardt noted that consideration also needs to be given to serving those in outlying areas such as Suamico as there is no bus service out there.

Pritzl said we really need to have Crisis Center be part of these conversations to hear how this will change and affect their ability to provide the outreach. This is something they have been part of and supported and they seem to be excited for the opportunity to change how the services are delivered. Borchardt feels it would be important to do some education for providers as well. With Connections a few of the things they focus on is basic education as to

how to de-escalate situations and determine if it is a crisis as well as looking at what can be done with a community navigator when there is not immediate therapy to determine what other resources can be used and how to coordinate through the agencies for reciprocal treatment. Borchardt also feels training for people working with children or adults is important across the board in multiple agencies because there is not a lot of skilled training going on in some agencies. Some training would likely help eliminate some of the day to day things the Crisis Center may see.

Pritzl also spoke about medical clearance and said this something they still have to sort out in terms of what level of services and screening they can provide. They will not have the capability to do a full blown clearance with labs. They are trying to look at criteria that has been developed for the state for medical clearance and who would do it. It is not just about checking off blood pressure, temperature and respiration; it is about getting good patient history and then making decisions as to if people need further assessment or not. It is felt that the majority of the people will not need a full blown medical assessment.

b. Discussion of initiatives taken in other states/counties/municipalities.

This item was not discussed.

4. Projects supported by half-percent sales tax.

a. Crisis Assessment Center Preliminary Design.

b. Discussion – Ideas for 2022-2023 sales taxes for mental health.

These items were not discussed.

5. Detoxification.

This item was not discussed.

6. Outreach efforts.

This item was not discussed.

7. Such other matters as authorized by law.

The next meeting date was discussed and Pritzl said he will check with Crisis to see when they may be available to attend a meeting.

8. Adjourn.

The meeting ended at 12:57 pm.

It is again noted that there was not a quorum at this meeting and not action was taken.

Respectfully submitted,

Alicia Loehlein	Therese Giannunzio
Administrative Coordinator	Administrative Specialist

PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, January 21, 2020 at 4:30 pm in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Erickson, Kerry Metoxen, Joan Brusky, Ed Koslowski, Duane Pierce, Joe Aulik, Jim Haskins, Ken Corry, Louise Dahlke
EXCUSED: Jerry Polus

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1. **Call Meeting to Order.**

   The meeting was called to order by Chair Erickson at 4:30 pm.

2. **Approve/Modify Agenda.**

   Motion made by Duane Pierce, seconded by Jim Haskins to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Approve/Modify Minutes of November 19, 2019.**

   Motion made by Ed Koslowski, seconded by Duane Pierce to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Invocation.**

   Jim Haskins gave the invocation at this time.

5. **Update re: Honor Rewards Program.**

   CVSO Joe Aulik informed there have not be any changes with regard to the Honor Rewards Program. Ken Corry commented that several other counties in Wisconsin are now participating in the program after seeing Brown County participating.

6. **Discussion Regarding Veterans Appreciation Day Theme for 2020.**

   Chair Erickson asked for ideas and suggestions for a group to honor at the 2020 Veterans Appreciation Day at the Fair event. Ed Koslowski suggested honoring spouses and families or whoever the support system or caregiver for the veteran is. Jim Haskins and Ken Corry liked this idea. Erickson said if we chose to honor spouses and family, we could eliminate the dog tags and just go with certificates.

   Koslowski also reminded that we need to start looking for a band about six months before the event. Erickson mentioned the possibility of contacting Aaron Jones from the Packers to be the guest speaker as he should be in town for training camp. Both of Jones' parents were in the military and Erickson wanted to put this out as a possibility as he has seen Jones supporting veterans in various ways.

7. **Report from CVSO Joe Aulik.**

   Aulik said he is going to the VVA meeting later tonight to talk about Agent Orange. He said that 2019 was a good year for his office and they topped $2.1 million dollars in retro payments to veterans. They continue to work on outreach and have been working with several TV stations and radio stations and are also looking at some grant opportunities. He noted they received a donation of about $3500 from Brightening Veterans Lives and they will be using that donation for marketing.

8. **Report from Committee Members Present (Erickson, Brusky, Corry, Dahlke, Haskins, Koslowski, Metoxen, Pierce, Polus).**

-Erickson informed he has chosen not to run for County Board Supervisor for the 2020 – 2022 term and he will be stepping down. The chairmanship of this Subcommittee has always been a County Board member with a military background. Erickson knows of one current Supervisor who may be able to be the Chair, but if that does not work out, Erickson would consider staying on as the Chair of this Subcommittee. He will keep this group advised in this regard.

Erickson also informed he is currently reading a book about the Indianapolis, the military ship that was sunk in WWII. So far it has been a good book and he recommends it. He concluded by saying he has a number of Time-Life books on WWII that he is looking to get rid of and it was suggested that he contact the Center for Veterans Issues or some other veterans organization.

-Brusky did not have anything to report.

-Corry informed he is involved in a number of community issues and one of his main focuses is homeless veterans and veterans' suicide. He noted that as of January 14 there are 13 homeless veterans in Brown County. Of those, seven are eligible for VA services and six are not eligible for any VA services. Those not eligible for VA services would be able to apply for Section 8 housing, but the problem is there is a lack of low income housing. Haskins asked if tiny houses would be something that could be considered. Corry said he has talked about that with Aulik but the tiny house program is labor intensive because someone has to run the program. Koslowski said his concern with tiny houses is that it may lead some of the veterans using them to become shut ins and that concerns him. Erickson suggested Corry talk to Planning Director Chuck Lamine about this because there is some housing that goes through the Planning Department.

Corry said when grants or funds are received from outside the county, the county has to accept people from other counties who come here for help so people tend to come from other counties. If the funding was strictly from the county, the services could be limited to county residents only. Corry would like to do whatever can be done to take care of our own veterans here in Brown County. He just wanted to bring to light the number of homeless veterans here. The homeless vets are going between NEW Community Shelter, St. Johns, and Pillars in Appleton. Mental health and AODA are very big issues when dealing with the homeless and it was noted that NEW Community Shelter is very strict about this. Aulik noted that if you get in NEW Community Shelter on the veterans floor you can stay up to two years.

Corry continued that in 2019 there were 39 suicides and, of those, 8 were veterans. Veterans make up about 8 percent of the population of Brown County, but they make up about 20 percent of the suicides. He added that for every suicide there are also a number of attempts. Women will attempt suicide more than men, but are less successful because of the means they use. Haskins also referenced the new suicide hotline that will be launching soon. Corry said the Suicide Coalition meets the first Wednesday of each month at 2:00 pm at Rasmussen College if anyone is interested in attending.

Corry also informed veterans will receive free admission to the RV and Camping Show this Friday. Aulik said his office will have a benefit table set up at the show.

Corry concluded by saying that each year members of the Greater Green Bay Chamber pick a project to raise funds for and give back to the community and this year they chose to create a veterans trailer that will be wrapped with all the veterans service organization in Brown County along with phone numbers of the crisis hotline, the CVSO number and the homeless hotline. Veterans groups will be able to rent the trailer out for events for a small fee.

-Dahlke informed the Fair Association will meet tomorrow night and she has advised them that Aulik would like to attend a meeting so they will try to set that up for March. They will be trying to convince the Fair Association to get rid of the paper tickets and base their numbers on the number of tickets that are distributed for the door prizes.

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-Haskins did not have much to report, other than that UPS hires more veterans than anyone else.

-Koslowski reported the UPS Society President's Day Dinner will take place on February 16, starting at 1:00 pm at The Woods. The cost is $15.00 per person. He explained the UPS Society is made up of representatives of all the local veterans groups in the greater Green Bay area and anyone is welcome to attend the dinner.

Koslowski also talked about veteran displays and noted that Dahlke informed he could set up a larger display at the Fair, however, Koslowski will not be able to do that because his trailer and truck will already be full. He noted that he did set up a display at the bank on Cardinal Lane this year for AMVETS and that post was awarded $1000 for the display. He also did a display at Associated Bank on the corner of Fisk and W. Mason Street. He asked Aulik if he would want to have a month long display at that bank next year. Aulik said he could put a table together with some information for veterans. Koslowski shared pictures of the displays he set up. Displays are set up during the month of November, so there is plenty of time for Aulik to think about this.

Koslowski also talked about the heroes' breakfasts that are held at the Center for Veterans Issues which is located in the old Northwest Engineering building on Walnut Street. Entry is through the back door and they are in Room 202. Some necessities like food and gloves are also available at the breakfasts, the next of which will be held on January 30. Additional dates for the breakfasts are February 13, February 27, March 12 and March 26.

Koslowski indicated that a friend of his wants to do an interview of a D Day Normandy Beach survivor. Aulik suggested he contact John Maino to see if he knows of anyone. Erickson also noted that there is a WWII vet named Robert Reeners that he thinks was a D Day Normandy Beach survivor.

-Metoxen reported their best year for retro payments was 2017 and one recipient got a payment of $480,000 that went all the way back to 1997. Metoxen also talked about homeless veterans and said they are fortunate to be one of 20 Tribes in the country who got 20 vouchers for housing. They are currently using 18 of the vouchers. Metoxen also talked about someone who was looking for veteran benefits but lied about being a veteran. They have had this issue one other time in the past and it is disheartening. Aulik said he has also come across this in the past. Metoxen continued that he and Aulik were on a forum for State VSOs and they talked about someone who won a case for a veteran who had cancer and contaminated water at Fort Mc Coy factored into it.

-Pierce informed AMVETS is doing their biggest meat raffle of the year on February 8 at 2:00 pm at Harbor Lights Bar in Suamico. There will also be a shotgun raffled off at the event as well as a carved fish. Pierce also reminded that on Friday mornings from 8:00 am – noon Festival Foods on University Avenue has free coffee and donuts for veterans in their upstairs break room.

9. **Such Other Matters as Authorized by Law.** None.

10. **Adjourn.**

Motion made by Joan Brusky, seconded by Ken Corry to adjourn at 5:21 pm. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

Respectfully submitted,

Therese Giannunzio
Administrative Specialist

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Brown County Project #2358 Bid Summary – Jail Expansion, ME Building, and CTC Addition
Bids Taken on 2/4/2020 at 2:00 PM

	Budget	Miron	CD Smith
Base Bid 1 – All Projects	$22,475,668	$17,488,888	$18,982,000
Base Bid 2 - Jail	$11,514,387	$8,952,000	$9,785,000
Base Bid 3 - ME	$9,300,000	$6,783,225	$7,315,000
Base Bid 4 - CTC	$1,661,281	$1,753,663	$1,882,000
Alternative Bids (Add)		$219,064	$236,700
Base Bid 1 + Alt. Bids		$17,707,952	$19,218,700

Recommendation: *Award project 2358 to Miron Construction in the amount of $17,707,952 including base bid #1 and all the project alternative bids.*

Updated overall project budgets for informational project purposes only:

	Jail Expansion	ME Office	CTC	Total
Construction – Miron Bid	$8,992,280	$6,939,219	$1,776,453	$17,707,952
Construction – Sitework	$263,147	$362,726	---	$625,873
Construction – Change Contingency	$925,543	$730,195	$177,645	$1,833,383
Equipment	$782,175	$1,628,691	$232,619	$2,643,485
Design	$801,139	$671,378	$205,150	$1,677,667
Administration	$303,624	$294,150	$87,152	$684,926
Contingency	$603,395	$531,318	$123,951	$1,258,664
New Project Budgets	**$12,671,303**	**$11,157,677**	**$2,602,970**	**$26,431,950**
Project Savings	$1,443,665	$1,232,444	($344,954)	$2,331,155

Brown County Board of Supervisors
County Board Meeting of February 19, 2020

Communication from Supervisor Van Dyck, District 17
Amend Chapter 2 of the County Code of Ordinances, Section 2.06 (Administration Committee) and Section 2.10 (Human Services Committee), changing the oversight committee for Child Support from Administration Committee to Human Services Committee.

Referred to Administration and Human Services Committees

BOARD OF SUPERVISORS

Brown County

BROWN COUNTY
BOARD OF SUPERVISORS
GREEN BAY, WISCONSIN

Meeting Date: 19 Feb 2020

~~Agenda No.:~~ Human Services

Motion from the Floor

I make the following motion:

To direct the Board of Health to do a double-blind study on the negative effect of infrasound (produced by wind turbines).

Signed: Kim Tran, Joan Brusky & Pat Evans

District No. 21

Joan Brusky District 14

Dist. 9

(Please deliver to County Clerk after motion is made for recording into minutes.)

(5)

HEALTH & HUMAN SERVICES DIVISION
2019 TO 2020 CARRYOVER FUNDS

DEPARTMENT	ACCOUNT #	PURPOSE	AMOUNT REQUESTED
Health & Human Services-Community Services	201.076.140.148.6110	Continuation of project implementation - Shelter Care Bathrooms	84,300
Health & Human Services-Public Health			
Outlay	100.060.001.6110 020	Partition panel replacement in Sophie Beaumont Conference Rooms	9,000
Contracted Services	100.060.001.5700	Trauma Informed Care Consulting Services	49,617
Equipment - nonoutlay	100.060.001.5395	Trauma Informed Care improvements	27,317
			85,934
Veterans Services			
Veteran's Support Services	100.064.001.5370	Funds earmarked for assistance to needy veterans	14,989
Marketing	100.064.011.5310	Transfer from Donations to new line item	7,000
			21,989

Approved by County Executive: _____ Signature

2/12/2020
Date

These are the available funds at this time. They may be changed for any audit or adjusting entries.

2/11/2020

BROWN COUNTY HEALTH & HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-2188

Erik Pritzl, Executive Director

Phone (920) 448-6000 Fax (920) 448-6166

To: Human Services Board
Human Services Committee

From: Erik Pritzl, Executive Director

Date: February 13, 2020

Re: Executive Director's Report

General Updates for February:

- The Joint Committee on Finance gave preliminary approval for increased bond funding for county SRCCCYs, but did not recommend funding for new State facilities to replace Lincoln Hills/Copper Lake. The next step is for the Building Commission to review the proposal related to bond funding for the facilities.
- Bids for the Crisis Assessment Center have been received and will be reviewed on February 13th. The bids were combined with other projects such as the Jail and Medical Examiner facility to reduce construction costs for all three projects.
- With the many new positions that have been approved in the 2020 budget, recruitments are under way along with resolving office space locations for the new staff. This has required using all available space, and finding additional space within the building will be a challenge. Department staff have identified workspaces for the added positions, but little additional space is available for future expansion.
- Planning is underway for a Family Recovery Court which would be a collaborative effort between Criminal Justice Services and Child Protective Services. One of the new Social Worker/Case Manager positions will be assigned to the families for the court, and the services will follow the treatment court models. In reviewing 2019 families, there are approximately 30 families that could be eligible to participate in this type of court.
- The Greater Green Bay Community Foundation, Brown County United Way, Mayor Genrich, and County Executive Streckenbach hosted two town hall panel discussions with community leaders to discuss housing and homelessness issues. The Greater Green Bay Community Foundation has indicated it will support a collective impact approach to this issue including funding a consulting group to facilitate the development of a community plan. This is in the early stages, but it is exciting to see additional community support around this issue.

BROWN COUNTY HEALTH & HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600

Phone (920) 448-6000 Fax (920) 448-6166

Erik Pritzl, Executive Director

To: Human Services Board and Human Services Committee

Date: February 13, 2020

Subject: YTD 1/25/20 Personnel Costs for Community Treatment Center and Community Services

Community Treatment Center

Personnel costs YTD for 2020 through pay period end date 1/25/20 for the Community Treatment Center shows payroll and fringe benefit expense at 6.6% of the annual budget compared to a benchmark of 6.8% after 25 of 366 days for the year. This represents a favorable dollar variance of approximately $20,000 for just under one month.

The largest reason for this variance is that Health Insurance costs recorded in January only include one payroll period for Health and Dental Insurance costs, when most months will include two based on the timing of the payrolls paid during the month.

Average daily census compared to budget for January is as follows:

	Actual	Budget
Bayshore Village	62.7	60.1
Nicolet Psychiatric Center	13.6	12.5
Bay Haven CBRF	10.5	7.7

Community Services

The Community Services division as of 1/25/20 YTD shows personnel costs at 6.2% of the annual budget, which represents a favorable variance of approximately $135,000 YTD. As with the CTC, this favorable variance is due primarily to January only including one payroll period for Health and Dental Insurance costs.

Respectfully Submitted,

Eric Johnson
Finance Manager

Community Treatment Center Personnel Costs

Fiscal Year to Date 01/25/20

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 630 - Community Treatment Center									
EXPENSE									
5100	Regular earnings	6,976,299.00	.00	6,976,299.00	400,124.16	400,124.16	6,576,174.84	7.0%	5,865,146.18
5102	Paid leave earnings	.00	.00	.00	50,817.56	50,817.56	(50,817.56)		730,871.89
5103	Premium	239,270.00	.00	239,270.00	52,670.57	52,670.57	186,599.43		555,005.11
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00		(41,156.74)
5110	Fringe benefits	2,561,951.00	.00	2,561,951.00	135,585.93	135,585.93	2,426,365.07	5.3%	3,665,901.77
5198	Fringe benefits - Budget only	(21,895.00)	.00	(21,895.00)	.00	.00	(21,895.00)		.00
	Fund 630 - Community Treatment Center Totals	$9,755,625.00	$0.00	$9,755,625.00	$639,198.22	$639,198.22	$9,116,426.78	6.6%	$10,775,768.21

Community Services Personnel Costs

Fiscal Year to Date 01/25/20

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 201 - Community Services									
EXPENSE									
Department 076 - CP									
5100	Regular earnings	16,452,196.00	.00	16,452,196.00	934,855.69	934,855.69	15,517,340.31	6.7%	13,050,773.11
5102	Paid leave earnings	.00	.00	.00	130,999.91	130,999.91	(130,999.91)		1,869,558.74
5103	Premium	66,723.00	.00	66,723.00	10,245.95	10,245.95	56,477.05		264,856.88
5105	Case Management Costs - Children's COP	.00	.00	.00	.00	.00	.00		1,494.35
5108	Regular earnings - turnover savings	(487,580.00)	.00	(487,580.00)	.00	.00	(487,580.00)		.00
5109	Salaries reimbursement	.00	.00	.00	.00	.00	.00		(105,617.25)
5110	Fringe benefits	6,507,945.00	.00	6,507,945.00	308,874.09	308,874.09	6,199,070.91	4.8%	5,690,062.19
5196	Fringe benefits - turnover savings	(68,259.00)	.00	(68,259.00)	.00	.00	(68,259.00)		.00
	Fund 201 - Community Services Totals	$22,471,025.00	$0.00	$22,471,025.00	$1,384,975.64	$1,384,975.64	$21,086,049.36	6.2%	$20,771,128.02

BROWN COUNTY COMMUNITY TREATMENT CENTER
JANUARY 2020 BAY HAVEN STATISTICS

	JANUARY	YTD 2020	YTD 2019
ADMISSIONS			
Voluntary - Mental Illness	25	25	24
Emergency Detention - Mental Illness	0	0	0
Return from Conditional Release	0	0	0
Court Order - Prelim Mental Illness	0	0	0
Court Order - Final Hearing	0	0	0
Other - EPP	0	0	0
TOTAL	25	25	24
READMIT WITHIN 30 DAYS			
Readmit within 30 days	3	3	1
IN/OUT	3	3	3
ADMISSIONS BY COUNTY			
Brown	25	25	21
Door	0	0	1
Kewaunee	0	0	1
Oconto	0	0	1
Marinette	0	0	0
Shawano	0	0	0
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	0	0	0
Manitowoc	0	0	0
Winnebago	0	0	0
Other	0	0	0
TOTAL	25	25	24

	JANUARY	YTD 2020	YTD 2019
AVERAGE DAILY CENSUS	10.5	10.5	7.0
INPATIENT SERVICE DAYS	326	326	217
BED OCCUPANCY	70%	70%	47%
DISCHARGES	23	23	21
DISCHARGE DAYS	494	494	319
AVERAGE LENGTH OF STAY	21	21	15
AVERAGE LOS BY COUNTY			
Brown	17	17	22
Door	0	0	10
Kewaunee	0	0	2
Oconto	0	0	2
Marinette	0	0	0
Shawano	0	0	0
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	83	83	0
Manitowoc	0	0	0
Winnebago	0	0	0
Other	0	0	1
TOTAL	21	21	15

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BROWN COUNTY COMMUNITY TREATMENT CENTER
JANUARY 2020 NICOLET PSYCHIATRIC CENTER STATISTICS

	JANUARY	YTD 2020	YTD 2019
ADMISSIONS			
Voluntary - Mental Illness	17	17	15
Emergency Detention - Mental Illness	24	24	36
Return from Conditional Release	10	10	7
Court Order - Prelim Mental Illness	0	0	0
Court Order - Final Hearing	1	1	1
Other	0	0	0
TOTAL	52	52	59
READMIT WITHIN 30 DAYS			
Readmit within 30 days	2	2	6
IN/OUT	2	2	4
ADMISSIONS BY COUNTY			
Brown	46	46	49
Door	1	1	1
Kewaunee	0	0	0
Oconto	2	2	2
Marinette	0	0	0
Shawano	1	1	2
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	0	0	2
Manitowoc	2	2	0
Winnebago	0	0	0
Other	0	0	3
TOTAL	52	52	59

	JANUARY	YTD 2020	YTD 2019
AVERAGE DAILY CENSUS	13.6	13.6	13.2
INPATIENT SERVICE DAYS	423	423	408
BED OCCUPANCY	85%	85%	82%
DISCHARGES	53	53	57
DISCHARGE DAYS	417	417	321
AVERAGE LENGTH OF STAY	8	8	6
AVERAGE LOS BY COUNTY			
Brown	8	8	7
Door	25	25	20
Kewaunee	0	0	0
Oconto	6	6	5
Marinette	0	0	0
Shawano	1	1	5
Waupaca	0	0	0
Menominee	0	0	0
Outagamie	14	14	3
Manitowoc	6	6	0
Winnebago	0	0	0
Other	0	0	3
TOTAL	8	8	6

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Bayshore Village
JANUARY
2020 Statistics

NURSING HOME			
ADMISSIONS	**JAN 2020**	**Yr to Date 2020**	**Yr to Date 2019**
From Nicolet Psychiatric Center	0	0	0
From General Hospital	0	0	0
From Nursing Home	3	3	3
From Home	0	0	0
From Residential Care Facilities	1	1	1
Protective Placement	2	2	2
Other	0	0	0
Total	6	6	6
Re-admit from hospital stay (Unit chart was not closed)	0	0	0
DISCHARGES	**JAN 2020**	**Yr to Date 2020**	**Yr to Date 2019**
To Nicolet Psychiatric Center	0	0	0
To General Hospital	0	0	0
To Nursing Home	0	0	0
To Home	0	0	0
To Alternate Care Programs	0	0	0
To Mental Retardation Facilities	0	0	0
To Residential Care Facilities	0	0	0
Expired	1	1	1
Other	0	0	0
Total	1	1	1
Bed Occupancy Including Payable	91.3	91.3	91.3
(Bed Hold Days)			
D/C to Hospital (Unit chart not closed)	0	2	0
Total Service Days	**JAN 2020**	**Yr to Date 2020**	**Yr to Date 2019**
SNF - (Skilled Nursing Facility)	1772	1772	1772
Paid Bed Hold Days	0	0	0
Total Payable Days	1772	1772	1772
Unpaid Bed Hold Days	5	5	5
Total	1777	1777	1777
Number days D/C to hospital (not billable)	0	0	0
Average Daily Census	**JAN 2020**	**Yr to Date 2020**	**Yr to Date 2019**
Avg Census (Payable Days)	90.7	58.1	61.3
(total days/total beds)			
Avg Census (All Days)	91.0	58.1	61.3
(total days/total beds)			
Avg Daily Census Bayshore Village(63 Beds)	62.7	62.7	57.2
** Nursing Home client with DD1A Level of Care			

CTC Double Shifts Worked — January 1-31, 2020

Employee Name	Classification	Date(s)	Shifts Worked
Begalke, John	CNA	January 1, 2, 7, 8, 11, 12, 13, 15, 16, 18, 20, 21, 22, 23, 25, 26, 27, 29, 30, 31	PM / NOC
Harrill, Diane	CNA	January 1, 4, 5, 7, 10, 14, 17, 18, 19, 23, 24	PM / NOC
Harrill, Linda	CNA	January 6, 26	AM / PM
Joachim, Bob	CNA	January 11	AM / PM
Kahler, Sandy	LPN	January 3, 7, 12	PM / NOC
Kosterman, Kaela	CNA	January 30	AM / PM
Mendez, Mona	CNA	January 26	AM / PM
Seidl, Chelsea	CNA	January 12, 16	NOC / AM
Spencer, Brenda	LPN	January 25, 26	AM / PM
Stewart, Maria	CNA	January 12, 20, 25, 26, 28, 31	AM / PM

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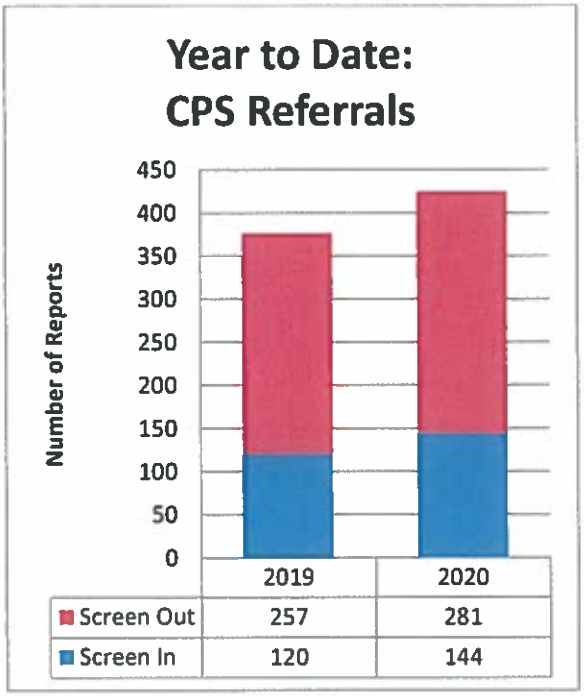
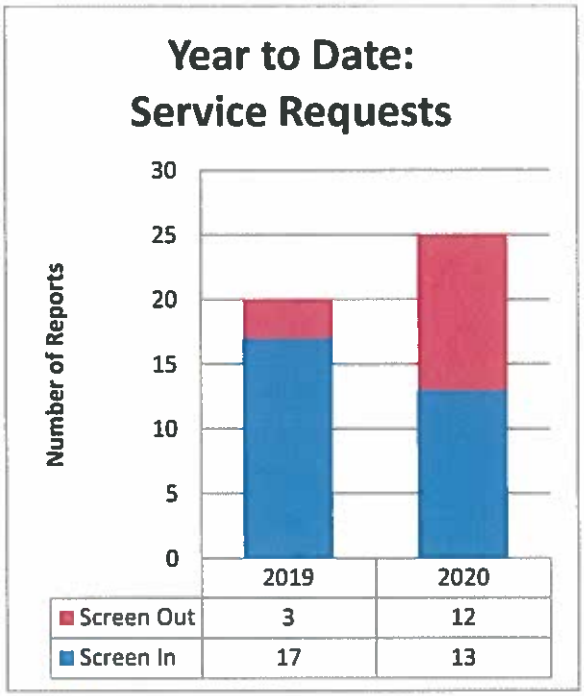
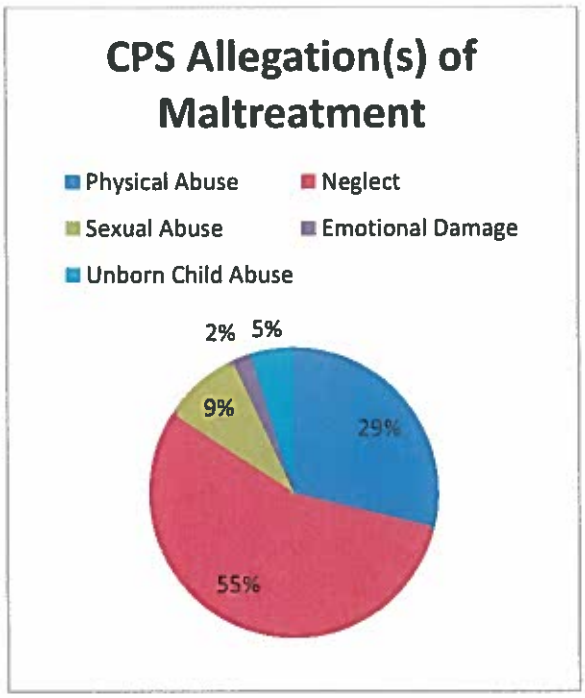
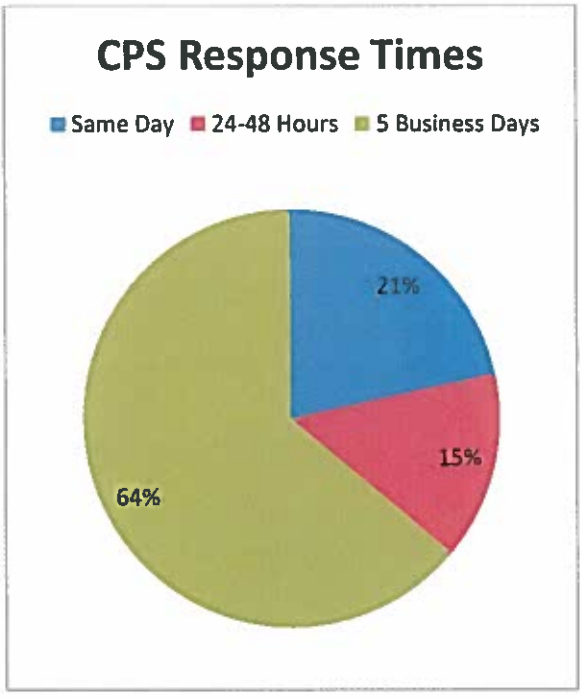
Child Protection Statistics: January 2020









January has been a demanding month for Child Protection, in both transition and caseload. Supervisors are in process of hiring the new staff approved during the annual budget. In this, there have been several internal transfers as well as new hires. In regard to caseload, the intake unit saw a large increase in both reports of abuse and neglect as well as screened in referrals that required intervention.

HEALTH AND HUMAN SERVICES
2020 PROVIDER CONTRACT LIST - 2/4/2020

Provider	Service(s) Description	Target Client	Updated Not-to-Exceed Amount
101 Mobility (Mobility 101 in Avatar)	Medical/therapeutic supplies and equipment and home modifications	Children	$35,000
Acceptional Minds	Living skills for autistic and/or behaviorally-challenged children and their families	Children	$500,000
A & J Vans	Vehicle modifications for families with disabled children	Families of disabled children	$65,000
Adams L AFH	3-4 bed traditional adult family home	MH/AODA	$61,500
ADL Monitoring Solutions (formerly WI Lock and Load Electronic Monitoring)	UA observed collection and transport for veterans treatment court	AODA adults	$15,000
Advocates for HTL	Treatment foster care placing agency, group social/learning skills, respite care, CCS Services	High behavioral needs children	$945,000
Affinity Health (St. Elizabeth Hospital & Affinity Medical Group)	Inpatient detox services	MH/AODA	$25,000
Almost Family	Supportive home care, children's respite	PD with MH issues; children with diabilities	$25,000
Anderson, Campell Educational Teaching (ACE)	Daily living skills training	Children with long- term care	$60,000
Anna's House Assisted Living	CBRF (assisted living)	MH/AODA	$100,000
ASPIRO	Birth to 3 services, respite, prevocational training, adult day programming	Children with disabilities	$925,000
Assisted Living by Hillcrest (Allouez Parkside Village #1 and #2)	CBRF (assisted living) for APS use	At-risk adults	$75,000
Bellin Health Occupational Health Solutions	Drug screenings and transporting inpatient clients to court	Adult parents	$10,000
Bellin Psychiatric Center	Inpatient psychiatric and detox services	MH/AODA	$250,000
Berry House (Robert E. Berry House)	CBRF (assisted living) that takes individuals with backgrounds in violent crimes	MH	$115,000
Better Days Mentoring	Youth mentoring services, daily living skills, CCS services	Youth	$750,000
Boll Adult Care Concepts	Corporate adult famiy home (assisted living) with CCS services for high needs behavioral health	MH/AODA	$300,000
Brotoloc Health Care System	CBRF and corporate adult family homes (assisted living)	PD with MH issues	$500,000
Caravel Autism Health	Social learning groups for children with social communication challenges	Children with long- term care	$30,000
Care for All Ages (CFAA)	CBRF (assisted living), child day care (day care used sparingly)	PD with MH issues	$60,000
Catholic Charities of the Diocese of GB	Teen Parenting program, fiscal agent services, domestic violence group	Teens	$160,000
CP Center	Respite and daily living skills	Children with long- term care	$65,000
Childrens Service Society	Treatment foster care placing agency	Children	$10,000
Chileda Institute	Children high-needs residential care center (RCC)	High behavioral needs children	$175,000
Cisler Construction	Home remodeling/modifications	Families of long-term care children	$50,000
Clarity Care	CBRF (assisted living), home health care	PD with MH issues	$10,000
Clinicare - Milwaukee Academy	Youth (all female) high-needs residential care center (RCC); serve sex-trafficing victims	High behavioral needs children	$145,000
Communication Pathways	Social learning groups for children with social communication challenges	Children with long- term care	$60,000
Compass Development	CBRF (assisted living)	PD with MH issues	$70,000

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HEALTH AND HUMAN SERVICES
2020 PROVIDER CONTRACT LIST - 2/4/2020

Provider	Service(s) Description	Target Client	Updated Not-to-Exceed Amount
Cordoba Residence	1-2 bed corporate adult family home (AKA 'Community Care Home') specializing in 1:1 care	MH needing 1:1 care	$210,000
Curative Connections	Supportive home care, specialized transportation, prevocational training, daily living skills, CCS services	MH/AODA and LTC children	$390,000
Curo Care	Corporate adult family homes (assisted living)	PD with MH issues	$200,000
Deer Path Assisted Living	CBRF, corporte adult family homes (assisted living)	MH/AODA	$145,000
Dodge County (Clearview Behavioral Health)	Brain injury rehabilitation center	Adults w/traumatic brain injury	$285,000
Dynamic Family Solutions	Family counseling/treatment programs, CCS services	Families of juvenile offenders	$20,000
Encompass Child Care	Child day care	Children	$50,000
Engberg AFH	1-2 bed traditional adult family home	MH	$22,000
Exceptional Equestrians	Hippotherapy and therapeutic riding to clients with special needs	Children with long- term care	$65,000
Expressive Therapies	Music therapy for children	Children with long- term care	$20,000
Family Services of Northeast Wisconsin Inc.	CBRF (assisted living), CRISIS Center services, counseling, CCS services	MH/AODA, children	$3,250,000
Family Training Program	Parenting/family skills training	CPS parents, parents of juvenile	$290,000
Family Works Programs	Treatment foster care placing agency	Children	$25,000
Foundations Health and Wholeness	Treatment foster care placing agency and CCS Services	Children and adults	$150,000
Friendship House	Group home for juvenile offenders	Juvenile offenders	$100,000
The Gathering Place	CCS peer support services	MH/AODA	$32,000
Generations Community Services	CCS services	Children	$100,000
Golden House	Domestic abuse services	Adults in need	$63,086
Gonzalez AFH	3-4 bed traditional adult family home	PD with MH issues	$24,000
Goodwill Industries	Prevocational services	PD with MH issues	$2,500
Green Bay Area Builders	Home remodeling/modifications	Families of long-term care children	$50,000
Green Bay Transit Commission - **NO CONTRACT**	Bus passes for transportation to/from school, meetings with parents, etc.	CPS case children and adults	N/A
Greenfield Rehabilitation Agency	Birth to 3 services	Children with disabilities	$410,000
Helping Hands Caregivers	Supportive home care, children's respite	PD with MH issues; children with diabilities	$25,000
Home Instead Senior Care	Supportive home care	PD with MH issues	$8,000
Homes for Independent Living	CBRF (assisted living)	MH	$200,000
Hopeful Haven	Treatment foster care placing agency	Children	$65,000
HME Home Medical	Medical and therapeutic supplies and equipment	Children	$35,000
Improved Living Services	Corporate adult family homes (assisted living), CCS services	MH	$65,000
Independent Mobility Plus	Medical and therapeutic supplies and equipment	Children	$35,000
Infinity Care Inc.	CBRF (assisted living), home health care	PD with MH issues	$95,000
Innovative Services	Corporate adult family home (assisted living), CCS services, daily living skills, supportive home care	High-needs MH	$1,765,000
Jackie Nitschke Center	AODA residential and intensive outpatient services	AODA adults and youth	$175,000
Jacobs Fence	Fence building and repair	Families of long-term care children	$90,000
KCC Fiscal Agent Services	Payor of client-hired personal care workers		$985,000

HEALTH AND HUMAN SERVICES
2020 PROVIDER CONTRACT LIST - 2/4/2020

Provider	Service(s) Description	Target Client	Updated Not-to-Exceed Amount
KUEHG - Kindercare	Child day care	Children	$85,000
Kismet Advocacy	Mentoring, living skills for autistic and/or behaviorally-challenged children and their families	Children with long- term care needs	$925,000
Kimbrough, Ellen AFH	1-2 bed traditional adult family home	MH	$30,000
Lad Lake	Youth high-needs residential care center (RCC)	High behavioral needs children	$150,000
Lutheran Social Services	CBRF (assisted living) with CCS services	MH/AODA	$905,000
Lutheran Social Services (Homme Home)	Youth (all male) high-needs residential care center (RCC)	High behavioral needs children	$500,000
Macht Village Programs (MVP)	Respite care, counseling, daily living skills, treatment foster care child placing agency	High behavioral needs children	$700,000
Matthews Senior Living	CBRF (assisted living)	PD with MH issues	$55,000
McCormick Memorial Home	CBRF (assisted living)	MH/AODA	$76,500
Milestones Behavioral Pediatrics	Social learning groups for children with social communication challenges	Children with long- term care	$20,000
MobilityWorks	Vehicle modifications for families with disabled children	Families of disabled children	$20,000
Moon Beach Camp	Summer camp for children with autism	Children with long-term care needs	$20,000
Mooring Programs (Apricity)	AODA residential services	AODA adults	$120,000
My Brother's Keeper	Male Mentoring Program	Juvenile males	$10,000
Mystic Meadows	Corporate AFH (assisted living)	MH/AODA	$320,000
NEW Community Shelter	Homeless sheltering services	MH	$40,000
Northwest Passage	Children high-needs residential care center (RCC)	High behavioral needs children	$125,000
Nova Counseling Services	AODA residential services	AODA adults	$50,000
Nurses PRN Home Care	Skilled nursing services	Children	$45,000
ODTC - Genesee Lake School	Residential care center (RCC) for lower functioning teens	Developmentally delayed youth	$175,000
Options Counseling Services (Koinonia)	AODA residential services	AODA adults	$35,000
Options for Independent Living	CCS peer support services, home modification assessments	MH/AODA	$10,000
Options Treatment Program	AODA treatment	AODA youth and adults	$20,000
Paragon Industries	Daily respite care	Children with long-term care needs	$285,000
Parmentier AFH	3-4 bed traditional adult family home	MH	$44,500
Pathways Treatment	AODA residential treatment for dual diagnosis clients	AODA/MH (dual diagnosis)	$375,000
Pillar and Vine	Treatment foster care placing agency	Children	$25,000
Prevea Health WorkMed	Drug screenings	CPS parents, AODA, JJ youth	$90,000
Productive Living Systems	Corporate adult family homes, CBRF (assisted living), supportive apartment program	MH/AODA	$250,000
Productive Living Systems (Pnuma LLC)	CBRF (assisted living)	PD with MH issues	$120,000
Psychological Consultants of Green Bay	Psychological assessments to determine competency	Elderly, DD	$25,000
Ravenwood Behavioral Health	Nursing home for high-needs MH clients	High-needs MH	$100,000
Rawhide	Residential care center (RCC) for juvenile offenders	Juvenile offenders	$400,000
REDI Transports	Provides secure transportation to/from GB to other state facilities	MH, JJ	$65,000
Rehabilitation House	Transitional CBRF (assisted living) for co-occurring AODA/MH	MH/AODA	$60,000
REM Wisconsin	Corporate adult family home, CBRF (assisted living)	MH, PD with MH issues	$200,000

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HEALTH AND HUMAN SERVICES
2020 PROVIDER CONTRACT LIST - 2/4/2020

Provider	Service(s) Description	Target Client	Updated Not-to-Exceed Amount
Saint A	Treatment foster care placing agency	Children	$42,000
Social Thinkers	Social learning groups for children with social communication challenges	Children with long-term care needs	$22,500
Smith Receiving Home	Receiving home for emergency placements	Children in need	N/A
Spectrum Behavioral Health	CCS services	Children	$120,000
St. Charles Youth & Family Services	Treatment foster care placing agency	Children	$30,000
St. Vincent Hospital	Birth to 3 services, home delivered meals	Children with disabilities	$215,000
Tellurian	Residential detox	AODA	$55,000
Tim Halbrook Builders	Home remodeling/modifications	Families of long-term care children	$50,000
Tomorrow's Children	Children high-needs residential care center (RCC)	High behavioral needs children	$100,000
Treatment Providers (Dr. Fatoki)	Medication Assisted Treatment (MAT) for opiod abuse treatment	AODA	$60,000
Trempealeau County Health Care	County-run adult family homes, CBRF (assisted living), and institute for mental disease	Very high-needs MH	$1,000,000
United Translators	Interpreter/translation services	Non-english speaking	$10,000
VanLanen Receiving Home	Receiving home for emergency placements	Children in need	N/A
Villa Hope	CBRF (assisted living), supportive apartment program	MH/AODA	$1,400,000
Walking and Wheeling	Medical/therapeutic supplies and equipment and home modifications	Children	$50,000
Willow Creek Behavioral Health (SBH)	Inpatient psychiatric and detox services	MH/AODA	$200,000
Wisconsin Family Ties	Family support and advocacy services	Parents of MH/juvenile offenders	$26,000

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Brown County Health and Human Services
New Non-Contracted and Contracted Providers
February 3, 2020

REQUEST FOR NON-CONTRACTED PROVIDER			
PROVIDER	**SERVICE DESCRIPTION**	**NOT-TO-EXCEED AMOUNT**	**DATE**
Tri County Heating	Special HVAC needs for CLTS child	$10,000	1/1/20
Baby Elephants	Short-term day care for CPS child	$10,000	1/1/20

REQUEST FOR NEW PROVIDER CONTRACT				
PROVIDER	**SERVICE DESCRIPTION**	**TARGET CLIENTS**	**NOT-TO-EXCEED CONTRAGT AMOUNT**	**DATE**
St. Charles Youth & Family Services	Treatment Foster Care Placing Agency	Children	$30,000	1/1/20