

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

HUMAN SERVICES COMMITTEE

Patrick Evans, Chair
Steve Fewell, Vice Chair
Julie Knier, Patrick Moynihan Jr., Pat La Violette
Tom Lund, Jesse Brunette

HUMAN SERVICES COMMITTEE

Wednesday, February 24, 2010

6:00 p.m.

Room 200, Northern Building
305 E. Walnut Street, Green Bay

REVISED

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of January 27, 2010.

Comments from Public

Report from Human Services Chair, Patrick Evans

1. Review Minutes of:
 - a. Aging & Disability Resource Center Board (January 28, 2010).
 - b. Children with Disabilities Education Board (January 27, 2010).
 - c. Community Options Program Planning Committee (January 25, 2010).
 - d. Veterans' Recognition Subcommittee (February 9, 2010).

Communications

2. Communication from Supervisor Scray re: Review Brown County requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Held from January Meeting.)
3. Communication from Supervisor Evans re: To address concerns with the Brown County Sheriff's Department and local Law Enforcement Agencies on the EM-1 placement of patients as it relates to the Crisis Center and the Community Treatment Center. Additionally to develop a county-wide plan for all Law Enforcement Agencies to abide by with accordance to enhanced safety and efficiency procedures. (Held from January Meeting.)
4. Communication from Supervisor Lund re: To rename a portion of the Brown County Community Treatment Center in honor of Barbara Bauer, a long-time advocate for mental health care reform.
- #4a. Communication from Supervisor Nicholson re: Review the cost of savings of Adult Family Homes.
- #4b. Communication from Supervisor Brunette re: To offer free admission to the NEW Zoo and the Neville Public Museum on May 1st and 2nd to all Brown County foster families to celebrate and recognize them during National Foster Care Month.

Carryovers

5. 2009-2010 Carryover - HHS

Health Dept.

- 6. Director's Report.
- #6a. Discussion re: 2011 Budgets with Composite Levy Increase of Zero Dollars. (Referred from Exec Committee)

Human Services Dept.

- 7. EM-1 Matters.
- 8. Anti-Fraud Report.
- 9. Director's Report.
- 10. Family Care Update.
- 11. Community Treatment Center Update.
- 12. Community Treatment Center Statistics.
- 13. Bellin Psychiatric Monthly Report.
- 14. Approval for New Non-Continuous Vendor.
- 15. Request for New Vendor Contract.
- 16. Monthly Contract Update.
- 17. Financial Report for Community Programs.
- 18. Financial Report for Community Treatment Center.
- 19. Budget Adjustment Request (#09-153): Increase in expenses with offsetting increase in revenue. (See attachment.)
- 20. Budget Adjustment Request (#09-154): Increase in expenses with offsetting increase in revenue. (See attachment.)
- 21. Budget Adjustment Request (#09-155): Increase in expenses with offsetting increase in revenue. (See attachment.)
- 22. Budget Adjustment Request (#09-156): Increase in expenses with offsetting increase in revenue. (See attachment.)
- 23. Budget Adjustment Request (#09-159): Increase in expenses with offsetting increase in revenue. (See attachment.)
- 24. Budget Adjustment Request (#10-14): Increase in expenses with offsetting increase in revenue. (See attachment.)
- #24a. Discussion re: 2011 Budgets with Composite Levy Increase of Zero Dollars. (Referred from Exec Committee)

Aging & Disability Resource Center

- 25. Revenue & Expense Report Pre-Audit of 12/31/2009
- #25a. Discussion re: 2011 Budgets with Composite Levy Increase of Zero Dollars. (Referred from Exec Committee)

Syble Hopp School

- #25b. Discussion re: 2011 Budgets with Composite Levy Increase of Zero Dollars. (Referred from Exec Committee)

Veterans Dept.

- #25c. Discussion re: 2011 Budgets with Composite Levy Increase of Zero Dollars. (Referred from Exec Committee)

Other

- 26. Audit of Bills.
- 27. Such other Matters as Authorized by Law.

Patrick Evans, 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 27, 2010, in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Pat Evans-Chair, Jesse Brunette, Steve Fewell, Julie Knier, Pat LaViolette, Tom Lund, Pat Moynihan.

Excused:

Also Present: Ian Agar, Tom Hinz, Mary Johnson, Kevin Lunog, Jean O'Leary, Jill Rowland, Jayme Sellen, Brian Shoup, Kay Smet.
Other Interested Parties.

- I. **Call Meeting to Order:**
The meeting was called to order by Chair Evans at 6:01 p.m.
- II. **Approve/Modify Agenda:**
- Motion made by Supervisor Fewell and seconded by Supervisor Knier to approve. **MOTION APPROVED UNANIMOUSLY.**
- III **Approve/Modify Minutes of December 16, 2009:**
- Motion made by Supervisor Lund and seconded by Supervisor Knier to approve. **MOTION APPROVED UNANIMOUSLY.**

Comments from Public: None.

Report from Human Services Chair, Patrick Evans: None.

1. **Review Minutes of:**
- a. **Aging & Disability Resource Center Board (December 10, 2009)**
 - b. **Board of Health (July 22, 2008)**
 - c. **Board of Health (September 16, 2008)**
 - d. **Board of Health (November 17, 2008)**
 - e. **Board of Health (March 10, 2009)**
 - f. **Board of Health (June 9, 2009)**
 - g. **Board of Health (August 12, 2009)**
 - h. **Children with Disabilities Education Board (December 15, 2009)**
 - i. **Veterans' Recognition Subcommittee (November 3, 2009)**
 - j. **Veterans' Recognition Subcommittee (January 12, 2010)**

Motion made by Supervisor Fewell and seconded by Supervisor Moynihan to receive and place on file Items 1a through 1j. **MOTION APPROVED UNANIMOUSLY.**

Communications

2. **Communication from Supervisor Scray re: Review Brown County requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud (Held from December Meeting.):**

Motion made by Supervisor Fewell and seconded by Supervisor Moynihan to hold until next meeting. MOTION APPROVED UNANIMOUSLY.

3. **Communication from Supervisor Evans re: To address concerns with the Brown County Sheriff's Department and local Law Enforcement Agencies on the EM-1 placement of patients as it relates to the Crisis Center and the Community Treatment Center. Additionally to develop a county-wide plan for all Law Enforcement Agencies to abide by with accordance to enhanced safety and efficiency procedures (Held from November Meeting.):**

Brian Shoup, Director of Human Services, said these issues have long-plagued law enforcement. He said one issue relates to statute definition of a medical facility. Several municipalities have determined that the Family Services Crisis Center does not fit the definition of a medical facility, whereas John Leutscher, Corporation Counsel, has taken the position that this Crisis Center does fit the definition of a medical facility. Mr. Shoup said Brown County might resort to a civil suit to enforce this. The other issue, raised by Brown County Sheriff's Department and the City of DePere Police Department, relates to the time and manpower it takes law enforcement officers to transport a person to the Crisis Center and then to the Community Treatment Center (CTC) if necessary.

Mr. Shoup stated that, after several discussions, a solution could possibly be reached soon if screenings could be done in two locations, depending upon the needs of the law enforcement agency delivering the individual. He added that he wants to find a solution that could be sustained.

Supervisor LaViolette thanked Mr. Shoup and said she is very impressed with his approach to the problem. She added that she is anxious to hear the outcome in the next month or two.

After some discussion, Mr. Shoup stated that, although he disagrees with the municipalities that have argued the law, he has been impressed with every single law enforcement agency that he has met regarding EM-1's. He said there may have been disagreements, but there was no disagreement over doing the best that could be done for those in need of services.

Motion made by Supervisor Lund and seconded by Supervisor LaViolette to refer this to staff and place on next month's agenda. MOTION APPROVED UNANIMOUSLY.

Human Services Dept.

4. **Report on 2009 Deficit:**

Mr. Shoup reported that part of the struggle for him concerning the finances is obtaining reliable financial information. He thinks reliable information is available now and is projecting a deficit for 2009 of \$2.5 to \$2.8 million for the Community Programs Division and \$500,000 for the CTC.

Community Programs

Mr. Shoup said originally, based on the information received, the deficit was expected to be \$900,000. He indicated that Kay Smet, Human Services Accountant Supervisor, put together a new analysis. Mr. Shoup distributed and reviewed the Preliminary Variance Forecast Based on Nov 2009 Financials (copies attached). He added that he and his staff have worked toward identifying what went wrong to make certain this does not re-occur.

III

Mr. Shoup suggested some possible opportunities for improvement:

- (1) Rates: There have been some rates that had not been established for 10 months. Mr. Shoup said his goal is to have all rates set by the end of February.
- (2) Drafting of Contracts: The example he cited was when one vendor takes a client with healthcare coverage, Brown County pays the net difference between that vendor's retail rate and the amount the insurance company pays without any discounts or negotiations. He added that there has been a de facto policy to continue services regardless of whether or not spending limits had been reached, even when some discretion is possible. He added that the contracts are going to be reviewed and possibly renegotiated and asked for the Committee's support in this area.
- (3) Cash Basis Finance Reporting: Mr. Shoup indicated that the financial reporting should be on an accrual system. He added that in order to hold managers accountable for expenses, timely reporting is necessary.

Mr. Shoup stated that his department intends to do a paradigm shift in how it advances the mission and fiscal restraint. He said he learned that there is not a disconnect between fiscal restraint and advancing the mission: No Margin, No Mission. He said this is not inconsistent with caring for the people Brown County serves.

Community Treatment Center

Mr. Shoup reported that it is projected that the CTC will spend approximately \$500,000 less than budgeted; however, revenue is down almost \$1 million. He said there is a capacity issue; and because the census varies substantially, the capacity to sell beds is affected. He stated that Mary Johnson, Nursing Services Administrator, is exploring certifying 1-2 extra beds.

He explained that discussions are needed concerning the CTC's over-arching mission, i.e., should only the poor be served? He stated that a few beds could be reserved and the new facility marketed in order to reduce county levy dollars; however, this is done at the cost of not being able to serve the same number of people who have no resources.

Chair Evans stated that resolutions have been passed to not compete with the private sector. Supervisor Knier added that if Brown County starts to compete with the private sector, jobs could be affected for Brown County residents. Supervisor Fewell suggested that parameters could be set on how many private-pay patients would be received, in the same way as private facilities set parameters on how many Medicaid patients would be received. He added that all of the taxpayers have paid for this facility, and maybe should have access to it at some level. He agreed that the mission should be focused on the poor, but maybe there should be some private pay admissions as well.

Mr. Shoup added that there may be some opportunities that may bear fruit, such as managing the clinic and the hospital as one cost center to the extent that there may be some way to fill beds. Also, it is possible to provide a larger array of services, especially in the AODA area, and reduce spending in the clinic. He added that reviewing the rates at this location could be another area to research.

III

Supervisor Lund stated that concerning the contracts, private pay patients are not Brown County patients; they are the insurance companies' patients. Since that is not Brown County's business, Brown County should not be subsidizing the insurance companies' costs.

Supervisor Fewell said he does not know of a nursing home that has all private rooms, so there should be a good cost for that. Brown County should be charging comparable rates as private pay nursing homes in the community. He opined that if a client needs the service, Brown County should provide it. For instance, a private pay person with behavioral issues might be able to be accepted in the nursing home.

Motion made by Supervisor LaViolette and seconded by Supervisor Lund to receive and place on file. MOTION APPROVED UNANIMOUSLY.

5. **Director's Report:**

Supervisor Lund asked Mr. Shoup to elaborate on discussion at the Human Services Board Meeting concerning the passing of Barbara Bauer. Mr. Shoup said long-time mental health advocate Barbara Bauer died on Christmas Day. He said there was discussion regarding the possibility that the CTC be renamed in her honor.

Supervisor LaViolette stated that she is a strong supporter of Barbara Bauer; however, she would strongly recommend that before doing this, there should be some thought-out policies in place countywide.

Supervisor Lund reiterated that Brown County should do something to honor Ms. Bauer, and he thinks the CTC would be an appropriate place to do that. He also said he thinks Brown County should name something after someone who was an advocate, rather than someone who spent a lot of money.

County Executive Tom Hinz suggested naming a portion of the building instead of the entire Community Treatment Center.

Mr. Shoup closed by stating that during the past 3 months he has really enjoyed working with his management team and that he has appreciated the work and the assistance the management team has given him.

Motion made by Supervisor Moynihan and seconded by Supervisor LaViolette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

6. **Family Care Update:**

Jean O'Leary, Human Services CIP Supervisor, reported that Rolf Hansen has started as Planning Director for Family Care.

Motion made by Supervisor LaViolette and seconded by Supervisor Lund to receive and place on file. MOTION APPROVED UNANIMOUSLY.

7. **Community Treatment Center Update:**

Ms. Johnson reported that she applied for two emergency beds for the CTC and that the State has tentatively approved this. She added that the State survey went fine.

Motion made by Supervisor Moynihan and seconded by Supervisor Fewell to receive and place on file. MOTION APPROVED UNANIMOUSLY.

8. **Community Treatment Center Statistics:**

Motion made by Supervisor Lund and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY.

9. **Bellin Psychiatric Monthly Report:**

Motion made by Supervisor Lund and seconded by Supervisor Fewell to receive and place on file. MOTION APPROVED UNANIMOUSLY.

(Supervisor Fewell left at 7:04 p.m.)
(Items Nos. 10, 11, and 12 taken together.)

10. **Approval for New Non-Continuous Vendor:**

11. **Request for New Vendor Contract:**

12. **Monthly Contract Update:**

Motion made by Supervisor Lund and seconded by Supervisor Knier to approve Items Nos. 10, 11, and 12. MOTION APPROVED UNANIMOUSLY.

13. **Financial Report for Community Programs:**

Motion made by Supervisor Lund and seconded by Supervisor Knier to receive and place on file. MOTION APPROVED UNANIMOUSLY.

14. **Financial Report for Community Treatment Center:**

Motion made by Supervisor LaViolette and seconded by Supervisor Moynihan to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Aging & Disability Resource Center: No agenda items.

Health Dept.: No agenda items.

Syble Hopp School: No agenda items.

Veterans' Dept.: No agenda items.

Other

15. **Audit of Bills:**

Motion made by Supervisor Moynihan and seconded by Supervisor Brunette to pay the bills. MOTION APPROVED UNANIMOUSLY.

16. **Such Other Matters as Authorized by Law: None.**

Motion made by Supervisor Lund and seconded by Supervisor Brunette to adjourn at 7:06 p.m. MOTION APPROVED UNANIMOUSLY.

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

III

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

January 28, 2010

PRESENT: Patricia Finder-Stone, Tom Diedrick, Libbie Miller, Grace Aanonsen, Steve Daniels, Donajane Brasch, Judy Parrish, Tom De Wane

EXCUSED: Pat Cochran, Bill Clancy, Keith Pamperin

ALSO PRESENT: Sunny Archambault, Arlene Westphal, Devon Christianson, Debra Bowers, Steve Maricque, Denise Misovec, Dr. Dave Donarski

PLEDGE OF ALLEGIANCE.

INTRODUCTIONS: Introductions were made by board members and those present.

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

ADOPTION OF AGENDA: Mr. Diedrick asked for any additions or corrections to the January 28, 2010 Agenda. Ms. Archambault noted that we would be approving the Preliminary December 2009 Finance Report, not the October Finance Report.

A motion was made by Ms. Miller and seconded by Ms. Parrish to adopt the January 28, 2010 agenda with the above noted correction. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 10, 2009: Mr. Diedrick asked for approval of the minutes of the regular meeting of December 10, 2009. Ms. Finder-Stone noted that on page 1 Ms. Archambault's last name is noted twice under those "Also Present".

Ms. Miller moved and Sup. De Wane seconded to approve the minutes of the regular meeting of December 10, 2009 with the above noted correction. **MOTION CARRIED.**

FINANCIAL REPORT:

A. APPROVAL OF DECEMBER FINANCE REPORT: Ms. Archambault reviewed the Preliminary December 2009 Financial Report. She noted that we are under spent in Salary and Fringe Benefits because new hires were added later in the year and the budget is based on full employment on January 1. Line items 8, 9 & 10 (Benefit Specialist Part D, SHIP Expense and MIPPA Expense) reflect additional dollars received for Benefit Specialists to help with Medicare Part D. While the expense report shows we are over in Building Improvements, these dollars were carried over from 2009 to redo the parking lots. Restricted Purchases are used for donor specific purchases and are detailed on page 5 of the financial report. Miscellaneous Services and Non-Operating Expenses are budget expenses and revenues that really don't impact the budget but have to be accounted for. Rural Driver Escort appears to be over budget; however, there is offsetting revenue for this. Bank Fees represent additional fees that were not budgeted for in 2009

On the revenue side Ms. Archambault explained that we are now participating in 100% time reporting and have captured more MA Dollars than previously anticipated. The Fiscal Agent Contract ended in 2008 but some dollars were carried over for expenses related to completing tax reports and to help train the new

provider. Interest Income and Community Service Monitoring Revenues are decreased due to the economy.

Ms. Miller moved and Ms. Parrish seconded to approve the December 2009 Preliminary Financial Report. **MOTION CARRIED.**

B. APPROVAL OF RESTRICTED FUNDS: Ms. Archambault referred board members to the salmon colored page of the financial report and reviewed the outlined restricted/memorial donations as well as the restricted purchases for 2009.

Sup. De Wane moved and Ms. Brasch seconded to approve the Restricted Funds. **MOTION CARRIED.**

C. APPROVAL OF RESTRICTED DESIGNATED FUNDS FROM 2009:

Ms. Archambault noted that in past board meetings we had discussed the need for additional space to accommodate the Home Bound Meal Program and for other ADRC programs. We were considering the building at 428 S. Adams, but determined that there was not enough parking space. We need 18 drivers daily to deliver meals and this requires more parking than this site can provide. She referred board members to the gold page of the financial report, the Designated/Undesignated Net Asset Report and noted that we do have money in the Facilities Fund set aside for the purchase/renovation of an additional building.

During this past week, staff walked through space that the Quality Inn on Washington Street has for sale. The Quality Inn is in the process of selling off meeting rooms on the south side of their building under a "condo" arrangement. This location looks promising. We have a list of questions for the realtor and owner that we need answered before pursuing this further. Jeff Oudeans from the county's Facilities Department is working with us on this issue. Ms. Archambault added that this possibility is still only in the beginning stages.

Mr. Holzer, ADRC Facilities/Placement Coordinator, reported on energy initiatives that would be completed if the board approves spending the \$68,554 restricted revenues in the Facilities Fund. He reported that the large windows in the dining room and atrium areas allow for so much sun to enter the building that it throws off the entire heating and cooling system leaving inconsistent temperatures in all areas of the building. Mr. Holzer has looked into solutions and is recommending window film be placed on these glass areas in an effort to keep temperatures consistent throughout the building.

Another recommendation from the County's Energy Audit would be to upgrade our present pneumatic heating/cooling system to a digital system. A digital system would allow adjustments to be made from Mr. Holzer's desktop or directly from the County. After discussion, the possibility of using solar energy was raised. It was decided by consensus to put a hold on a digital heating/cooling system and investigate solar energy further.

Ms. Archambault briefly reviewed several other Restricted Revenues noting that the \$54,786 of Donor Restricted Donations were dollars to be used for a document management system and the \$2,700 for Equipment-docking station were dollars set aside for a computer that was in the budget last year but had not been received from IS. The \$5,225 under Loan Closet Medical Equipment/supplies are dollars used for purchases of equipment for the loan closet or for costs involved in maintaining present

equipment such as the purchase of batteries, to pay for welding of current equipment, etc.

Mr. Holzer also reported on the \$9,590 in Restricted Revenues for replacement of our 2 existing treadmills in our exercise room. Presently both of our treadmills are approximately 10 years old and have burned out motors due to them being too light weight for the amount of continuous use they are receiving. They can be repaired; however, these repairs would only be short-term. The exercise room is heavily used and these dollars would be spent for 2 heavy duty treadmills with a 500 lb. capacity each.

Ms. Miller moved and Mr. Daniels seconded to approve the Restricted Designated Funds from 2009 as noted above. **MOTION CARRIED.**

APPROVAL TO SUBMIT FALLS PREVENTION PLANNING GRANT: Ms. Archambault reported that we had previously written a grant to the Greater Green Bay Community Foundation to support our falls prevention activities. We had asked for \$15,000 but had only received \$7,500; the foundation had eliminated funding for the project coordinator. The Foundation also has funds available for planning grants. Our falls prevention programs have received strong support in the community. Now that state dollars are no longer available to counties for prevention activities, this planning grant is an opportunity to build on our success and to expand our efforts to include medication management/compliance – a critical component to reduce falls for older persons. The grant would also help us to expand our community collaborations and to strengthen our network of community providers. The deadline to submit the grant is February 15, 2010. Ms. Archambault also noted that we are asking to use the \$26,000 of restricted funds to support this effort. An outline of the grant proposal budget was distributed.

Dr. Donarski added that it is important that we continue our efforts and keep the momentum going if we are to achieve long term success. In addition to the new effort to address medication management/compliance, our goal is to embed these programs, (Stepping On, Living Well with Chronic Conditions, Sure Step and Keep Stepping) into our community.

Ms. Fincer-Stone raised concerns about the consultant fees in the proposed budget. It was explained that the foundation wants to see that the programs it funds are evidence-based and this requires consultants from the academic field.

Ms. Miller moved and Ms. Parrish seconded to approve the submission of a Falls Prevention Planning Grant Application. **AYES:** Tom Diedrick, Libbie Miller, Grace Aanonsen, Steve Daniels, Donajane Brasch, Judy Parrish, Tom De Wane. **ABSTAIN:** Patricia Fincer-Stone. **MOTION CARRIED.**

REVIEW OF ADRC 2010 GOALS AND PRIORITIES: Ms. Archambault distributed a copy of ADRC Committees & Taskforces for 2010. The handout listed each committee, members and meeting days and times. Also included was the description, purpose and the objectives for each committee for board perusal.

Ms. Archambault also distributed the notes from Team Forward's 2010 Planning Meeting held on January 19, 2010. The goals and objectives developed at the planning meeting were sent to the existing committees for their review. Each committee is charged with reviewing its goals and with developing a "reasonable" work plan for 2010. Ms. Archambault explained that committee chairs will be reporting back to the board throughout the year.

I&A UPDATE: Ms. Christianson, Assistant Director, distributed a draft of the 'ADRC Functional Screen Quality Policy' along with a copy of the "I&A Chart Review Tool" for board members to peruse. Ms. Christianson reported that the ADRC is now responsible for administering Functional Screens that result in determining a consumer's eligibility for public monies to pay for long term care services. Due to the complexity of these screens, it is critical that screens are completed in a consistent and fair manner. When consumers are found ineligible for funding based on the functional screen, they may file a complaint or grievance about the determination. There will be times when the board will need to be involved in reviewing these complaints/grievances. The draft policy details the process that will be used to respond to these circumstances.

To assure consistency and quality in completing functional screens, one I&A Specialist was identified to serve as the "Screen Lead" in the I&A Department. Her role is to act as a liaison for communications with the state regarding clarification, quality management and staff mentoring and support regarding the Long Term Care Functional Screen.

Ms. Christianson briefly shared two cases with board members. The first highlighted potential issues that may occur when a consumer moves from county to county. A person from a Family Care county wants to move to Brown County. The results from the Functional Screen we administered would end his/her eligibility status resulting in loss of service. This is why it is so critical that there is statewide consistency in completing these screens and why it is important to have the complaint/grievance policy in place.

The second case was a success story. We were able to advocate for a consumer to be identified as eligible for a diversion slot which resulted in the person getting the care needed to remain at home.

The Functional Screen Policy requires board approval. Because it was not distributed to members until the meeting and its approval was not on the agenda, no action was requested at this time.

Mr. De Wane moved and Ms. Finder-Stone seconded to receive and place on file the draft of the Functional Screen Quality Policy and to review it at a later date for approval. **MOTION CARRIED.**

LEGISLATIVE UPDATE:

- Ms. Archambault invited board members to present at future meetings any legislative issues that are important to their field. Ms. Brasch will present on Mental Health Parity at the February meeting.
- Mr. Diedrick announced that there is a movement going around for a legislative audit of Family Care. Advocates want to make sure Family Care is following proper guidelines and meeting consumer needs.
- Ms. Finder-Stone informed those present that the Southeastern Wisconsin Alzheimer's Association has withdrawn from the National Alzheimer's Association

DIRECTOR'S REPORT: Ms. Archambault distributed a schedule for the 2010 ADRC Board of Director's Meetings. The schedule included Board-Committee Business, Trainings & Orientations, External Presenters, Staff Reports and Meeting Locations for the upcoming year.

Ms. Archambault presented this as a tool for keeping everyone on task in an effort to meet our goal of making better use of the board's time. She reviewed the agenda items for the January, February and March meetings and invited input from board members with regard to other possible presenters and meeting locations.

ELECTION OF OFFICERS: Ms. Archambault noted that we would be holding election of officers at the February meeting and asked for volunteers to serve on the Nominations Committee along with Ms. Parrish. Ms. Finder-Stone and Mr. Diedrick accepted and will meet and prepare for the February elections.

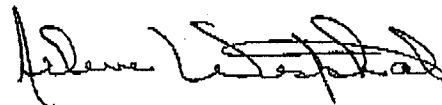
ANNOUNCEMENTS:

- Ms. Finder-Stone urged board members to put the Coalition of Wisconsin Aging Groups District Meeting on their calendar for March 29, 2010. The cost will be \$12.00 and will include lunch. She will have more registration information at the February meeting.
- Mr. Steve Maricque from American Red Cross inquired about the procedure for requesting reserve transportation funds for a replacement vehicle. Ms. Archambault stated he should submit a written request for the board to consider.
- Srp. De Wane thanked the board and expressed his appreciation for everything the Aging & Disability Resource Center does for the community.
- Mr. Diedrick noted that Options for Independent Living, Inc. will have a booth at the Home Builder's Show this weekend promoting universal design.
- Mr. Diedrick announced a Technology Fair on Lambeau Field on October 5, 2010. This will be a region-wide fair and vendors will be bringing in their newest technology.

NEXT MEETING DATE – FEBRUARY 25, 2010: The next ADRC Board of Director's Meeting will be held on Thursday, February 25, 2010, at 8:30 a.m. at the ADRC.

ADJOURN: Ms. Parrish moved to adjourn and Ms. Miller seconded. **MOTION CARRIED.** The meeting adjourned at 10:26 a.m.

Respectfully submitted,



Arlene Westphal, Secretary

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on Wednesday, January 27, 2010

Board Members Present: J. Van Sistine, M. Greenlaw, K. Prast, , S. King

Board Members Excused: B Clancy

Others Attending: B. Natelle, S. Goron, M. Hillert, J. Skenadore, J. Driessen, S. Keckhaver

1. Call to order - 4:00 p.m. – J. Van Sistine
2. Approval of Board Minutes December 15, 2009: S. King moved to approve the minutes of the December 15, 2009 Board meeting. M. Greenlaw seconded the motion. Motion carried.
3. Correspondence: A letter was read from Lamers Bus Lines outlining a safety meeting held in January with the drivers who transport Syble Hopp students. A review of all procedures took place at their meeting.
4. Action Item: Approval of Agenda: M. Greenlaw moved to approve the agenda as presented. S. King seconded the motion. Motion carried.
5. Action Item: Donations: Anonymous donation of \$2500 to Hopp families to help make the Holidays a little better.

The following donations were received for Hopp needs during the holidays:

Michael & Jennifer Sipple - \$200

Steve & Michelle Vermeulen - \$250

Judy Haegers - \$100

Bob & Julie Ronk - \$250 (received in honor of their nephew Cody)

Wilmer & Barbara Loppnow - \$100

The following donations were received for Pool Tiles:

Mary Brick - \$100

Mr. & Mrs. Brian Gustin - \$200

Ms. Lorraine Langer - \$300

Debbie Zierson and Heart of Worship donated 75 plus small stuffed animals and Packer cards. These items were distributed to students by Mr. & Mrs. Santa and elves during a visit to Hopp School in December.

Rhonda Knope, Lamers Bus driver for Hopp students, donated 25 fleece winter scarves.

Bette Phillips donated 10 knitted hats.

Mr. & Mrs. John Lombardi donated \$200 to Laurie Larson's classroom.

Joannes Bed & Breakfast of De Pere donated \$33 from the proceeds of their Christmas Open House.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING, JANUARY 27, 2010:

Bev Anderson donated \$45 in honor of Rita Last, OT, Chris Seiberlich, PT and Fay Scheurer, SL Therapist.

Schwabe North America donated faux vegetables and fruit for teaching materials to Rob Morris' classroom.

Michelle Kerkhoff donated a box of music CD's, computer games, videos and clothes for the students.

Mae Kocha of De Pere Christian Outreach donated a box of miscellaneous craft supplies including felt, latch hook rug and wood sticks.

David Vander Velden of Whispering Pines Tree Farm donated 3 cases (120 total) Hi-C drink boxes.

Karen Donovan donated a bag of clothes for students.

Steve Corrigan of Corrigan's CBS Custom Built Structures donated \$5,000 from the proceeds of the Corrigan Tractor Pull held in August, 2009. Proceeds are to be used for Syble Hopp "Wish List" items.

The Ashwaubenon Lions Club donated \$1,930 to purchase designated items from the "wish" list.

Jane Maier donated \$375. to purchase tickets to Disney on Ice for Hopp families.

Tammy Wagner donated a box of clothes.

Betty Richtman donated 3 tickets to the Beja Shrine Circus.

Lanny Tibaldo donated 3 tickets to the Beja Shrine Circus.

Employees of the Brown County Human Services donated 2 boxes of hats, scarves and mittens for Hopp students from their "mitten tree" during the holidays.

Teresa Ruffing donated 80 candy filled plastic candy canes.

Sue McVey donated two winter coats for students.

Georgia- Pacific donated 96 cases of napkins.

The following donations were made through the Aurora Health Care Employee Partnership Campaign: Dr. P. Lane Goolsby \$520 , Luanne O'Leary \$100, Brianna Kurth \$52, Anonymous \$26.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING, JANUARY 27, 2010:

The following donations were received for the Pool Fund:

Lamers Bus Lines - \$5,000
 Kevin & Mary Lamers - \$1,000
 K.C. Stock Foundation - \$15,000
 Kate Lombardi - \$2,500
 Schneider National Foundation - \$30,000
 Wendell & Shanna Ellsworth - \$111,767

M. Greenlaw moved to accept these generous donations. S. King seconded the motion. Motion carried.

6. Action Item: Financial Report: S. Keckhaver reported that a claim has been submitted to the Department of Public Instruction for High Cost Students. This would be a new funding source for the school. She also reported that Medicaid claims have been submitted but to date we have not received reimbursement. M. Greenlaw moved to approve the financial report for the month ending December 2009. S. King seconded the motion. Motion carried.
7. Administrators Report:
 - a. J Skenadore reported that the City of DePere inspected the cross connection control to help ensure water safety. The school does not have any problems in this area.
 - b. J. Skenadore reported on the humidifier that needs replacement. He has had the County Electrician submit a cost to replace the parts on the humidifier, which total \$1,295.92. Tweet/Garot has looked at the humidifier and will be submitting a replacement cost to Jim within the next few weeks. Jim will submit the results as part of the budget process for the 2010-11 budget.
 - c. B. Natelle reported on background checks. Background checks are done for staff, substitute teachers and aides, college observations students and volunteers.
 - d. M. Hillert reported that a professional Improvement day was scheduled for the afternoon of January 22nd. The offerings on this day included presentations on new techniques for working with children with autism and strategies for working with children with Visual issues. Staff presented on both subjects. Instructional aides received training in the pool by staff member Matt Thomas, PTA on water therapy.
 - e. M. Hillert reported that Arketype supplied materials for classrooms regarding Martin Luther King Jr. Day. Mr. Hillert explained that Scott Menzel was the artist who created the poster. Scott worked at Hopp in the past and also worked with Hopp students while he was employed at St. Norbert College.
 - f. M. Hillert explained that the West De Pere School District has an artist available to work with WDP High School students and Syble Hopp students to paint a mural on the curved wall by the pool.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING, JANUARY 27, 2010:

K. Prast moved to accept the Administrators Report. M. Greenlaw seconded the motion. Motion carried.

8. Action Item: Parent Organization: J. Driessen, Parent Organization President, reported that the Parent Organization has 9 cases of nuts left to sell and has sold 641 cases. They will continue their nut sale until all cases are sold.

The Winter Blast event is being held on Saturday, January 30th.
The Spaghetti Dinner is February 9th.
Parent Organization meeting is April 15th.

M. Greenlaw moved to accept the Parent Organization report. M. Greenlaw seconded the motion. Motion carried.

9. Action Item: Payment of Bills: S. King moved to approve payment of the bills totaling \$112,411.18 general fund and \$63,010.07 Pool Fund for the month ending December, 2009. K. Prast seconded the motion. Motion carried.
10. Executive Session: The board will move to Executive session as allowed by WI Stats 19.851(f)(e) to discuss personnel and negotiations. M. Greenlaw moved to executive session as allowed by WI Stats 19.851(f)(i) to discuss personnel and staff requests at 4:35 p.m. K. Prast seconded the motion. Motion carried
11. Action Item: Staff Request: M. Greenlaw moved to approve the staff requests as presented. S. King seconded the motion. Motion carried.
12. Adjournment: S. King moved to adjourn the meeting at 4:50 p.m. K. Prast seconded the motion. Motion carried.

PROCEEDINGS OF THE COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE

A regular meeting of the Brown County Community Options Program Planning Committee took place on Monday, January 25, 2010 at 111 North Jefferson Street, Green Bay, Wisconsin.

Present: Sunny Archambault, Helen Desotell, Patricia Hickey, Darlene Marcelle, Shirley Richardson, Chua Xiong and Jean O'Leary

Absent: None

Excused: Carlene Felmer, Kristy Robb

Others Present: Carol Cormier and Mary Rasmussen of BCHSD

Acting Chairperson Helen Desotell called the meeting to order at 8:33 a.m. with roll call. A quorum was present.

MODIFICATION/APPROVAL OF AGENDA

Ms. O'Leary said there are two additions to the agenda, a discussion item regarding COP Committee membership and chairmanship, and item 11B, a CBRF variance request.

MOTION: Ms. Marcelle moved to approve the agenda as modified. Ms. Hickey seconded. Motion carried unanimously.

MODIFICATION/APPROVAL OF MINUTES

MOTION: Ms. Archambault moved to approve the October 26, 2009 minutes as mailed. Ms. Xiong seconded. Motion carried unanimously.

COP PLANNING COMMITTEE MEMBERSHIP

Ms. O'Leary said Carlene Felmer resigned from the Committee, creating a need to elect a new chair, and also creating a vacancy for a consumer CMI representative. She added that the County Executive's Office sent her the current list of Committee members and all but one of the terms had expired, some as far back as 2007. We are also still missing consumer representatives for the AODA and PD disability groups. She asked everyone present individually if they want to continue serving on the Committee. Everyone said they wish to continue, and Ms. O'Leary said she would take care of the renewal paperwork with Jayme Sellen of the County Executive's office and would contact Kristy Robb (not present today) about her intentions. Ms. Archambault reminded everyone that the COP Committee as it stands will disband once Family Care is implemented. Regarding the chairmanship, Ms. Marcelle said the vote needs to be included officially on the agenda. Therefore we will nominate and vote for chairman next month.

WAITING LIST POLICY

Carol Cormier, who works with the waiting list, said there are currently 655 individuals on the list, and that number includes DD and children. A person can be on the waiting list even if not eligible for waiver, and

1e

PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE—JANUARY 25, 2010

there are different asset limits for COP vs. waiver. Ms. O’Leary said it is a complicated formula, and the issue now is what to do if we come to a person on the list that is eligible for COP for whose assets are too high for waiver. It is mainly for these people, the ones with too much money, for which a policy needs to be established. After discussion it was decided to bypass these individuals who are not ready to go on service, and that they would retain their position on the list. Ms. O’Leary added that we need to pay attention to our compliance with significant proportion figures when placing people on service as well.

MOTION: Ms. Xiong moved to continue with the waiting list policy as is. Bypassed persons will retain their position on the list. Ms. Hickey seconded. Motion carried unanimously.

2010 COP PLAN UPDATE

Ms. O’Leary said everything remains the same as last year’s plan except the contact information has been updated and the hourly case management rate is new. Regarding the case manager capacity report, Ms. Archambault asked why some workers have “2%” listed while some have “56%.” Ms. O’Leary said this has to do with the percentage of their time that they work with COP-funded cases.

MOTION: Ms. Archambault moved to approve submission of the 2010 COP Plan Update to the state. Ms. Xiong seconded. Motion carried unanimously.

REPORTS

Current Status of COP Funding – Ms. O’Leary said we are looking at shifting money toward the children’s area to preserve our COP funding. People with AODA issues often do not meet the eligibility requirements on the COP functional screen.

Waiting List – No discussion. (See discussion on Waiting List Policy above.)

Money Expenditures by Target Group – Ms. O’Leary said we are in compliance with the state’s guidelines for expenditures by target group except we are running a bit behind in the elderly, developmentally and physically disabled categories. As we replace people we do it according to where we are with significant proportions percentages. Currently we are only placing elderly on service.

MOTION: Ms. Richardson moved to receive the reports and place them on file. Ms. Xiong seconded. Motion carried unanimously.

FAMILY CARE UPDATE

Ms. O’Leary called the Committee’s attention to the printout of the Family Care website’s front page, which was included with the meeting packet. Ms. Archambault said the website is full of information and includes a helpful “frequently asked questions” link. There are also links to the state’s and the ADRC’s websites. The meeting packet also included a current map indicating which counties are on board with FC and which are still pending. After all other counties have rolled out with FC the state will assign the remaining uncommitted counties to a district.

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PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE—JANUARY 25, 2010

Ms. O'Leary said Rolf Hanson has been hired as the new Planning Director for the Northeast Wisconsin FC district. He has begun part-time and will move to full time effective March 1st. The website contains information on Mr. Hanson's educational and employment background. The FC Steering Committee (of which Ms. O'Leary is a member) is in the process of obtaining office space for the district, and there may be some available in the small business incubator building on the NWTC grounds. Ms. Archambault asked if the FC Committee will invite the public to future meetings. Ms. O'Leary said meetings are open to the public, and the stakeholder meetings will begin soon.

CLOSED SESSION

Ms. Desotell read the following notice:

Pursuant to 19.85(1)(f) considering financial, social and/or personal history of specific persons, which if discussed in public would be likely to have a substantial adverse effect on the reputation of the persons referred to--

MOTION: Ms. Marcelle moved to go into closed session. Ms. Richardson seconded. Ms. Desotell conducted a roll call vote. Ms. Archambault, Aye, Ms. Hickey, Aye, Ms. Marcelle, Aye, Ms. Richardson, Aye, Ms. Xiong, Aye, Ms. Desotell, Aye. Motion carried.

MOTION: Ms. Archambault moved to return to regular open session. Ms. Hickey seconded. Ms. Desotell then conducted a roll call vote. Ms. Archambault, Aye, Ms. Hickey, Aye, Ms. Marcelle, Aye, Ms. Richardson, Aye, Ms. Xiong, Aye, Ms. Desotell, Aye. Motion carried.

During the closed session the Committee made the following decisions:

11A) **Item 10A was for information only per resolution passed by the Committee on June 22, 2009.**

11B) Request for individual to reside at Birch Creek CBRF

MOTION: Ms. Archambault moved to approve the request. Ms. Xiong seconded. Motion carried unanimously.

MOTION: Ms. Hickey moved to adjourn. Ms. Marcelle seconded. Motion carried unanimously. The meeting adjourned at 9:13 a.m.

Respectfully submitted,
Mary Rasmussen

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**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, February 9, 2010, at 5:15 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Jack Krueger—Chair, Jim Haskins, Duane "Snake" Pierce, Kristen Verhaagh, John Walschinski.
EXCUSED: Don Bettine, John Maino, Troy Ness, Sherry Steenbock.
ALSO PRESENT: Jerry Polus.

1. Call Meeting to Order:

The meeting was called to order by Chairman Jack Krueger at 5:17 p.m.

2. Invocation by Jim Haskins

3. Approve/Modify Agenda:

A motion was made by Kristen Verhaagh and seconded by John Walschinski to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

4. Approve/Modify Minutes of January 12, 2010:

A motion was made by Duane Pierce and seconded by Jim Haskins to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. Report from CVSO Jerry Polus (if available):

Mr. Polus, Veterans Service Officer, reported that there is not a receptionist in the Veterans Office any longer due to budget cuts and bumping rights of union employees who have been laid off. Because of the current hiring freeze, he said Brown County has a process to go through to justify re-filling a position; he added that he is hoping to fill this position shortly, at least on a temporary basis.

Mr. Polus stated that the 127th came back from Iraq and are being seen daily. He reported that the workload in the Veterans Office is huge, and there is one employee who is pregnant and will be out from mid-April to mid-June. He explained that calls are not being returned as quickly; people are not being seen as quickly; and applications and claims are not being processed as quickly. He said there is about a 3-4 week backlog of claims because of the volume.

Upon further questions, Mr. Polus explained that approximately 2 ½ weeks ago, he spoke with County Executive Tom Hinz to request filling the receptionist position; and Mr. Polus was asked to provide additional data. He said he presented the information about 1 week ago and was told that the position would be held open for 30 to 60 days to study the request. He added that he met with Executive Hinz and Human Resources (HR) yesterday and proposed the following: (1) a limited term employee be hired for 120 days; (2) a study be performed by HR during that time to determine whether the position should be continued as is or modified; (3) a recommendation be made to the Executive Committee and County Board by April or May; and (4) a Kaizen study be conducted in July to assist with process improvement. He stated that he was told that he could fill the position with a

temporary employee for the next 90 days and that the Kaizen event should be done before the decision is made concerning the position. He added that although this creates a temporary hardship, he hopes that this will ultimately be a benefit to the Veterans Office.

Chair Krueger clarified for those present that the County Board sets the Table of Organization. Chair Krueger said the study may show that more employees are needed in the Veterans Office; and he stated that he told Executive Hinz that he wants to be involved in this process.

Kristen Verhaagh questioned when the last time was that the office was reviewed to see what the needs were, to which Mr. Polus replied that that has never been done. Mr. Polus explained that the LEAN program is designed to do this; however, he is not convinced that there will be any significant cost savings identified, particularly in view of the bureaucracy when dealing with the State and Federal VA. He said he could be wrong and his department is open to the possibility.

Mr. Polus reported that \$38 million was brought into Brown County through the Veterans Office last year. He said this means that for every dollar spent by his office, there is approximately \$100 brought into the county. He stated that processing five pension applications in a week would amount to about \$100,000 brought into Brown County. He added that with the reduced staffing, because fewer applications can be processed, the Veterans Office is not able to generate the same amount of money into Brown County; therefore, Brown County is losing money.

Mr. Polus told those present that he spoke at the monthly meeting targeting senior and disabled veterans at the ADRC (Aging Disability Resource Center); the topic was this Subcommittee. He stated that there were between 70 and 80 people there and that his intent was to help those at the meeting understand the time, effort and goals of this Subcommittee. He said he also spoke about a program targeting senior veterans that John Walschinski will introduce tonight. Mr. Polus invited those present to attend the meetings: Next month Beth Ann Smith of the Milwaukee VA will be speaking; and the following month (on April 9 at 10:00 a.m. with free lunch to follow) Rolling Thunder will perform a Table Ceremony and Flag Folding Ceremony.

6. Report from Chair Jack Krueger: No report.

7. Report from Committee Members (Steenbock, Bettine, Haskins, Maino, Pierce, Verhaagh, & Walschinski):

John Walschinski distributed handouts (copies attached) and asked for input from the Subcommittee members. He said the focus of this is senior vets.

Mr. Walschinski showed the members a mock-up of a suggested page for the "Green Bay Press-Gazette" that he would like to propose as a bi-weekly featured edition. He stated that the purpose would be to offer articles of interest and information to veterans and that he intends to send this suggestion to the president of the "Green Bay Press-Gazette." Chair Krueger suggested emphasizing readership and selling newspapers when Mr. Walschinski makes the presentation. Chair Krueger also suggested having a volunteer organization purchase newspapers for vets. When Mr. Walschinski added that it might be possible to have organizations purchase advertisements, Chair Krueger said John Maino may be able to help in this area. Mr. Polus suggested that local military and veterans organizations contribute information, such as upcoming events, in addition to updates from his office and this

Subcommittee. Duane Pierce said there are other papers in the area that might also be receptive to this. When Mr. Walschinski recommended that this be a bi-weekly publication, Chair Krueger suggested publishing this weekly in the Sunday paper. Chair Krueger also said he would talk with Mr. Maino about obtaining sponsors for this publication. Ms. Verhaagh opined that individuals and groups may also be interested in sponsoring editions. Mr. Pierce added that when he began with Rolling Thunder and was asking for donations, many people opined that they did not support the war but they definitely supported veterans.

Jim Haskins reported that at Stowe's Drug Store in DePere, there is a sign in the window with a heart on it that indicates support of veterans. He read an editorial printed in the "Green Bay Press-Gazette" entitled "Why LZ Lambeau?" by John L. Zilles (copy from website attached). Chair Krueger opined that the government built that stigmatism, and there was never a welcome home for the heroes. Ms. Verhaagh said everyone is entitled to an opinion—that's what we fought for. Duane Pierce added that there has been such a response for this event that there will be four legs from all different parts of the state; and the early numbers are over 12,000.

(Mr. Haskins left at 6:33 p.m.)

Mr. Pierce reported the following events:

- **April 13, 2010**—Col. Tim Lawrie (U.S. Army retired) will be speaking at Heritage Hill on opening night of War, Art and the Vietnam Veteran - War Perspectives.
- **May 5, 2010**—Medal of Honor Winner Sammy Lee Davis will be speaking at Heritage Hill from 7:00 to 8:30 p.m.; tickets are \$10.00 in advance and can be purchased by calling Heritage Hill at 448-5150.
- **May 20, 2010**—Opening Ceremony for the Moving Wall will be held at noon. This is the first showing of this version of the Moving Wall, which is ½ the size of the original. This will be open 24 hours throughout the weekend.
- **May 21, 2010**—Exhibits open to the public at 4:00 p.m.

Ms. Verhaagh reported that because of the minutes from a prior meeting that were placed on the Brown County website, the training for the Desert Veterans was featured on Channel 2 News.

Mr. Walschinski said he met a gentleman (Ken Stoey) who expressed interest in becoming a member of this Subcommittee.

8. **Such other Matters as Authorized by Law:** None.

9. **Adjourn:**

A motion was made by John Walschinski and seconded by Duane Pierce to adjourn at 6:43 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

BOARD OF SUPERVISORS

Brown County



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

January 27, 2010

COMMUNICATION

FOR FEBRUARY, 2010, HUMAN SERVICES COMMITTEE MEETING:

To rename a portion of the Brown County Community Treatment Center in honor of Barbara Bauer, a long-time advocate for mental health care reform.

Tom Lund
County Supervisor
District 25



**CITY OF GREEN BAY
COMMON COUNCIL
MOTION FORM**

Date of Council Meeting: 2/17/10

Agenda Item _____ Page _____ No. _____

By Alderperson NICHOLSON

Please state clearly the action requested and present this form to the City Clerk after the motion is made:

Review the cost savings of
Adult Family Homes

Andy Nelson #3

FOR CITY CLERK USE

Adopted

Defeated

Other _____

4a

BOARD OF SUPERVISORS

Brown County



BROWN COUNTY
BOARD OF SUPERVISORS
GREEN BAY, WISCONSIN

Meeting Date: _____

Agenda No.: To Human Services and Ed and Rec

Motion from the Floor

I make the following ^{Communication} motion:

To offer free admission to the NEW zoo and the
Neville Public Museum on May 1st and 2nd to all
Brown County foster families to celebrate and
recognize them during National Foster Care month.

Signed: _____

Joni Bruner

District No. _____

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

HEALTH & HUMAN SERVICES DIVISION
2009 TO 2010 CARRYOVER FUNDS

<u>DEPARTMENT</u>	<u>ACCOUNT #</u>	<u>PURPOSE</u>	<u>AMOUNT REQUESTED</u>	<u>AMOUNT APPROVED BY COUNTY BOARD COMMITTEE</u>
<u>Health</u> Health Grants	100.060.XXXX	Unspent Grant Funds	All Grant Rest. Funds	
<u>Aging Resource Center</u> Equipment - nonoutlay	900.093.001.5395	Laptop and docking station	2,700	

OK
2/16/10
2/16/10

Sam Tracy
Date 2/16/10

Sam Tracy
Signature

Approved by the County Executive

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

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BROWN COUNTY MENTAL HEALTH CENTER

STATISTICS FOR JANUARY 2010

ADMISSIONS	January	Year to	Year to
		Date	Date
		2010	2009
Voluntary - Mental Illness	6	6	5
Voluntary - Alcohol	4	4	4
Voluntary - AODA/Drug	3	3	4
Police Protective Custody - Alcohol	23	23	41
Commitment - Alcohol	0	0	0
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment- Alcohol	0	0	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	111	111	83
Court Order Prelim. - Mental Illness	0	0	2
Court Order Prelim. - Alcohol	0	0	1
Court Order for Final Hearing	0	0	1
Commitment - Mental Illness	0	0	0
Return from Conditional Release	18	18	9
Court Order Prelim. - Drug	1	1	0
Other	1	1	1
TOTAL	167	167	151

AVERAGE DAILY CENSUS	January	Year to	Year to
		Date	Date
		2010	2009
Unit 7 (Adult Acute)	25	25	23
TOTAL	25	25	23

INPATIENT SERVICE DAYS			
Unit 7 (Adult Acute)	783	783	699
TOTAL	783	783	699

BED OCCUPANCY			
Unit 7 (Adult Acute) (21 Beds)	120%	120%	107%
TOTAL (21 Beds)	120%	120%	107%

DISCHARGES			
Unit 7 (Adult Acute)	152	152	142
TOTAL	152	152	142

DISCHARGE DAYS			
Unit 7 (Adult Acute)	699	699	616
TOTAL	699	699	616

ADMISSIONS BY UNITS			
Unit 7 (Adult Acute)	167	167	151
TOTAL	167	167	151

AVERAGE LENGTH OF STAY			
Unit 7 (Adult Acute)	5	5	4
TOTAL	5	5	4

ADMISSIONS BY COUNTY			
Brown	118	118	92
Door	7	7	4
Kewaunee	6	6	4
Oconto	10	10	3
Marinette	5	5	6
Shawano	0	0	5
Waupaca	3	3	2
Menominee	4	4	5
Outagamie	3	3	6
Manitowoc	8	8	20
Winnebago	1	1	2
Other	2	2	2
TOTAL	167	167	151

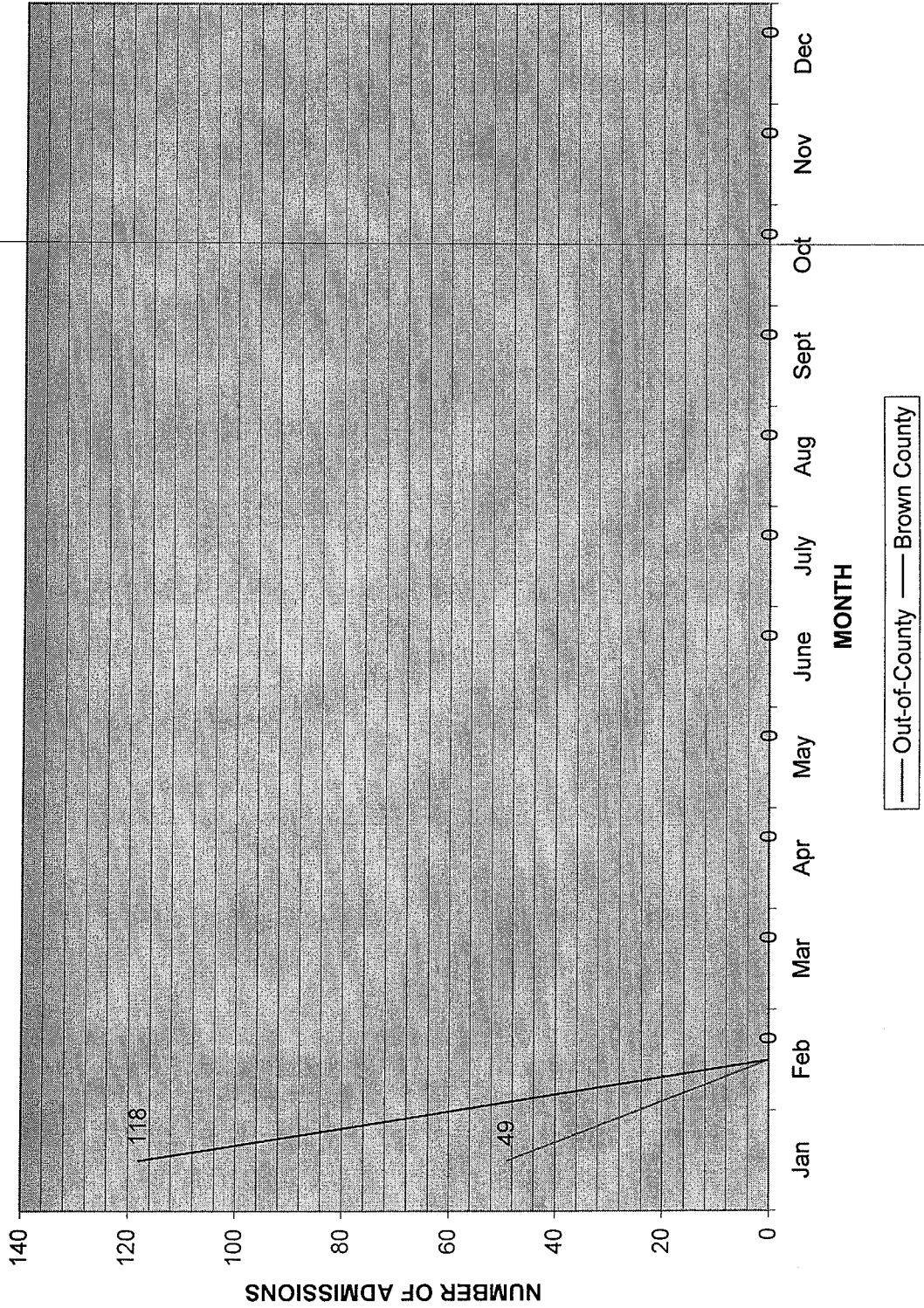
AVERAGE LENGTH OF STAY BY COUNTY			
Brown	5	5	3
Door	8	8	1
Kewaunee	3	3	3
Oconto	3	3	4
Marinette	4	4	5
Shawano	0	0	5
Waupaca	2	2	1
Menominee	3	3	14
Outagamie	3	20	8
Manitowoc	6	6	10
Winnebago	17	17	2
Other	1	1	4
TOTAL	5	5	6

NEW ADMISSIONS			
Unit 7 (Adult Acute)	65	65	71
TOTAL	65	65	71

In/Outs	Current	YTD	2009
	11	11	15

READMIT WITHIN 30 DAYS			
Unit 7 (Adult Acute)	26	26	19
TOTAL	26	26	19

BROWN CO. VS. OUT-OF-COUNTY ADMISSIONS- JANUARY, 2010
NICOLET PSYCHIATRIC CENTER



Bayshore Village
JANUARY
2010 Statistics

NURSING HOME			
ADMISSIONS	JAN 2010	Yr to Date 2010	Yr to Date 2009
From Nicolet Psychiatric Center	0	0	1
From General Hospital	0	0	0
From Nursing Home	0	0	1
From Home	0	0	0
From Mental Retardation Facilities	0	0	0
From Residential Care Facilities	0	0	2
Protective Placement	1	1	0
Other	0	0	0
Total	1	1	4
Re-admit from hospital stay (Unit chart was not closed)	0	0	2
DISCHARGES	JAN 2010	Yr to Date 2010	Yr to Date 2009
To Nicolet Psychiatric Center	0	0	0
To General Hospital	0	0	0
To Nursing Home	0	0	0
To Home	1	1	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	5
Other	0	0	0
Total	2	2	5
Bed Occupancy Including Payable (Bed Hold Days)	98.1	98.1	70.9
D/C to Hospital (Unit chart not closed)	0	0	2
Total Service Days	JAN 2010	Yr to Date 2010	Yr to Date 2009
ISN - (Intense Skilled Nursing)	113	113	188
SNF - (Skilled Nursing Facility)	1611	1611	1418
ICF I - (Intermediate Care Facility)	124	124	62
ICF II - (Intermediate Care Facility)	0	0	0
DDC (Develop Disabled)IA**	62	62	80
Paid Bed Hold Days	6	6	0
Total Payable Days	1916	1916	1748
Unpaid Bed Hold Days	0	0	11
Total	1916	1916	1759
Number days D/C to hospital (not billable)	0	0	5
Average Daily Census	JAN 2010	Yr to Date 2010	Yr to Date 2009
Avg Census (Payable Days) (total days/total beds)	98.1	98.1	70.5
Avg Census (All Days) (total days/total beds)	98.1	98.1	70.9
Avg. Daily Census Bayshore Village(63 Beds)	61.8	61.8	35.8
** Nursing Home client with DD1A Level of Care			

January 4, 2010

Brian Shoup
Director of Community Services
Brown County Human Services
111 N. Jefferson St
P O Box 22188
Green Bay WI 54305-2188

Dear Mr. Shoup:

Thank you for agreeing to present this information to the Brown County Board of Supervisors.

I have attached an Excel spreadsheet that shows the daily census in November on the Adolescent Unit per addendum to the memorandum of understanding. Bellin Psychiatric Center did not transfer any involuntary adolescents to other institutions, nor were any admissions refused in the month of January.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Linda S. Roethle, M.S. FACHE
President

BROWN COUNTY
ADOLESCENT CENSUS
JANUARY 2010

	Sunday	Monday	Tuesday	Wed	Thurs	Friday	Sat
Day 1 - 2						1-Jan	2-Jan
Other						0	1
Brown County Voluntary						0	0
Brown County Involuntary						0	1
Total			Total	Total	Total	0	2
Day 3 - 9							
Other	3-Jan	4-Jan	5-Jan	6-Jan	7-Jan	8-Jan	9-Jan
	2	4	5	7	6	5	3
Brown County Voluntary	0	0	0	1	1	1	1
Brown County Involuntary	1	1	1	1	1	1	2
Total	3	5	6	9	8	7	6
Day 10 - 16							
Other	10-Jan	11-Jan	12-Jan	13-Jan	14-Jan	15-Jan	16-Jan
	4	5	6	5	6	7	6
Brown County Voluntary	1	1	1	1	1	0	0
Brown County Involuntary	2	4	5	4	3	1	0
Total	7	10	12	10	10	8	6
Day 17 - 23							
Other	17-Jan	18-Jan	19-Jan	20-Jan	21-Jan	22-Jan	23-Jan
	6	9	6	7	7	7	8
Brown County Voluntary	0	0	0	0	0	0	0
Brown County Involuntary	1	3	4	6	5	5	6
Total	7	12	10	13	12	12	14
Day 24 - 30							
Other	24-Jan	25-Jan	26-Jan	27-Jan	28-Jan	29-Jan	30-Jan
	9	9	9	9	5	7	6
Brown County Voluntary	0	0	1	1	1	1	1
Brown County Involuntary	7	7	10	10	12	7	3
Total	16	16	20	20	18	15	10
Day 31							
Other	31-Jan						
	6						
Brown County Voluntary	1						
Brown County Involuntary	3						
Total	10						

Reported by:
Bellin Psychiatric Center

TO: Human Service Committee Members

FROM: Jill Rowland
Contract & Provider Relations Manager

DATE: February 15, 2010

REQUEST FOR NEW NON-CONTINUOUS VENDOR			
VENDOR	SERVICES	DATE REQUESTED	DATE APPROVED
Lazy Boy	Lift Chair	12/03/09	
Roundys	Gift Card	12/8/09	
Gloria Cowan	Refund Overpayment	12/8/09	
Gene's Deep Rock	Towing	12/8/09	
Doro, Dan	Refund Payment	1/6/10	
Baeb, Michelle	Family Support	1/12/10	
Building Blocks	Daycare	1/8/10	
Chapter 5	AODA Treatment	1/8/10	
Duanna's Little Rascals	Daycare	1/7/10	
Gracyalny, Lois	Estate Reimbursement	1/12/10	
Gundersen Lutheran Medical Center	Treatment	1/8/10	
The Heel	Reimbursement	1/7/10	
Innovative Playhouse	Daycare	1/8/10	
Kranick, Susan	Estate Reimbursement	1/8/10	
Marlowe, Mary	Estate Reimbursement	1/12/10	
Valentin, Lorena	Translation	1/7/10	
Vogels, Judy	Refund Overpayment	1/12/10	
Brick Plumbing	Home Mod	1/7/10	
Benson, Lisa	Family Support	1/4/10	
Strahm, Christine	Reimbursement	1/18/10	
McNeiley, Sharon	Reimbursement	1/8/10	
S/K Property Investments LLC	Rent Payment	1/22/10	
Wexford County Clerk	Birth Certificate	1/27/10	
State of WI-Vital Records	Records Request	2/4/10	
Cellcom	Phone Charge-APS	2/5/10	
Quick, Karen	Refund	2/8/10	
Bell, Tertia	Translation	2/9/10	
Guelcher, Andrea	Respite	2/10/10	
Smith, Cindy	Mileage	2/10/10	
Teamwork, Inc.	Case Mgmt	2/10/10	
Smith, Cindy	Mileage	2/15/10	

14

TO: Human Services Committee Members

FROM: Jill Rowland
Contract & Provider Relations Manager

DATE: February 15, 2010

REQUEST FOR NEW VENDOR CONTRACT				
VENDOR	SERVICES	CONTRACT AMOUNT	DATE REQUESTED	DATE APPROVED
Smet Adult Family Home	Adult Family Home	\$1,562	12/01/09	
Mystic Homes LLC	Adult Family Home	\$68,730	1/10/10	
Brotoloc South, Inc.	CBRF's	\$10,000	1/12/10	
Malinski Adult Family Home	Adult Family Home	\$38,700	1/12/10	
Willowglen Academy	Child Care Institution	\$50,000	1/8/10	
Zabojnik, Justin	Wraparound Services	\$20,000	2/11/10	
Ostapyuk Adult Family Home	Adult Family Home	\$40,777	2/9/10	

2010 Contract Status Log

2/15/2010 10:39 AM

Agency	Contract Sent	Contract Returned	Original Contract Amount
AC MANAGEMENT	02/03/10	02/12/10	\$50,000
ADAMS AFH	12/14/09	1/5/10	\$33,457
ADULT CARE LIVING OF NE WI	1/12/10	2/1/10	\$154,613
AGING & DISAB RESOURCE CENTER OF BO	12/22/09		\$36,118
AID RESOUCSE CENTER OF WISCONSIN	12/18/09	1/27/10	\$22,500
AMERICAN FOUNDATION OF COUNSELING	12/21/09	1/19/10	\$207,856
ANDERSON RECEIVING HOME	12/14/09	12/18/09	\$28,281
ANGELS BY THE BAY DBA VISITING ANGEL	12/17/09	1/5/10	\$67,450
ANGELS TOUCH ASSISTED LIVING	1/11/10	1/20/10	\$1,159,673
ANU FAMILY SERVICES, INC. (FORMERLY F	12/21/09	1/29/10	\$100,791
ARNOLD RECEIVING HOME	12/14/09	12/29/09	\$49,395
ARTS AFH	12/8/09	12/9/09	\$27,718
ASPIRO INC	1/21/10	2/1/10	\$3,008,114
AT HOME ANGELS	12/22/09	1/5/10	\$155,945
BAIRD HOME	12/22/09	1/11/10	\$258,685
BELLIN PSYCHIATRIC CENTER	12/28/09	2/12/10	\$10,000
BERGER AFH	12/21/09	12/28/09	\$56,804
BETHESDA	12/22/09	1/26/10	\$12,500
BEYOND ABILITIES	1/12/10	1/21/10	\$1,098,850
BIRCH CREEK	1/20/10	2/3/10	\$484,167
BISHOPS COURT	12/22/09	2/3/10	\$531,588
BOLL ADULT CARE CONCEPTS	12/22/09	1/5/10	\$463,044
BORCHERS AFH	12/9/09	1/6/10	\$39,516
BORNEMANN NURSING HOME	12/22/09	2/4/10	\$46,035
BRAZEAU AFH	12/9/09	1/5/10	\$12,816
BROTOLOC HEALTH CARE SYSTEMS			\$1,062,819
BRUNETTE AFH	12/9/09	12/22/09	\$25,380
BRUSS SUPPORTIVE COMMUNITY LIVING	1/11/10	1/27/10	\$264,939
BUSSE AFH	12/8/09	12/22/09	\$66,946
CAPELLE AFH	12/9/09	12/19/09	\$55,884
CAPPS/KALISHEK AFH	12/9/09	1/6/10	\$23,376
CARE FOR ALL AGES	12/22/09	1/20/10	\$90,840
CAREGIVERS HOME HEALTH	12/17/09	1/26/10	\$19,572
CARRINGTON MANOR ASSISTED LIVING	1/21/10	2/10/10	\$138,447
CATHOLIC CHARITIES	1/5/10	2/3/10	\$183,600
CENTURY RIDGE, INC.	12/22/09	12/29/09	\$170,807
CEREBRAL PALSY INC.	1/25/10	2/10/10	\$1,187,346
CHILDRENS SERVICE SOCIETY	12/18/09	1/20/10	\$77,754
CHOICES TO CHANGE INC	12/18/09	2/8/10	\$83,059
CLARITY CARE INC	1/12/10	2/1/10	\$1,850,421
CLINICARE CORPORATION	12/18/09	1/25/10	\$36,500
COMFORT KEEPERS INC	12/17/09	1/5/10	\$360,417
COMMUNITY CARE RESOURCES/PROGRAM	12/18/09	12/29/09	\$230,147
COMPANION CARE INC	12/17/09	1/7/10	\$95,631
COMPASS DEVELOPMENT	1/11/10	1/19/10	\$1,069,130
COUNTRY LIVING			\$479,718
DEATHERAGE-VELEKE AFH	12/9/09	1/11/10	\$24,374
DEBAERE AFH	12/9/09	1/7/10	\$66,864
DEER PATH ESTATES, INC.			
DORN AFH	12/9/09	1/25/10	\$40,884
EAST SHORE INDUSTRIES	12/22/09	1/20/10	\$90,855
ELSNER AFH	12/14/09	1/25/10	\$30,658
ENCOMPASS CHILD CARE	2/2/10	2/8/10	\$111,776
ENGBERG AFH	12/9/09	1/13/10	\$38,568
ETHAN HOUSE	12/21/09	1/6/10	\$135,142

Agency	Contract Sent	Contract Returned	Original Contract Amount
FAMILIES HELPING FAMILIES	12/18/09	12/22/09	\$10,000
FAMILY SERVICE OF NORTHEAST WI, INC.	2/3/10		\$2,808,725
FAMILY TRAINING PROGRAM	12/18/09	1/6/10	\$255,000
FENLON AFH	12/9/09	12/28/09	\$16,932
FRANK AFH	12/9/09	12/28/09	\$25,000
FRIENDSHIP MANOR INC.	12/28/09	2/2/10	\$390,744
G & I OCHS INC.	12/22/09	1/21/10	\$1,010,662
GAUGER AFH	12/8/09	1/25/10	\$31,824
GERI CARE CABIN LLC	2/2/10		\$36,460
GJT LLC	12/18/09	1/5/10	\$63,125
GOLDEN HOUSE	1/21/10		\$92,306
GONZALEZ AFH	12/9/09	12/17/09	\$100,104
GOODWILL INDUSTRIES	12/21/09	1/6/10	\$48,277
GOODWILL INDUSTRIES DBA BEYOND BOU	12/21/09	1/6/10	\$93,362
GRACYALNY, SUE	12/22/09	1/26/10	\$69,000
GRONSETH AFH	12/9/09	12/22/09	\$43,200
HANDISHOP INDUSTRIES INC.	12/22/09	1/29/10	\$10,411
HARMONY LIVING CENTERS LLC	12/22/09	1/29/10	\$54,451
HELPING HANDS CAREGIVERS	12/17/09	1/5/10	\$10,000
HIETPAS AFH	12/8/09	1/11/10	\$18,394
HOEFT AFH	12/9/09	12/22/09	\$38,628
HOME INSTEAD SENIOR CARE	12/22/09	1/5/10	\$461,095
HOMES FOR INDEPENDENT LIVING			
HUCEK AFH	12/8/09	12/8/09	\$24,079
IMPROVED LIVING SERVICES	12/22/09	1/11/10	\$625,021
INFINITY CARE INC	12/22/09	12/29/09	\$47,100
INNOVATIVE COUNSELING(AUTISM)	12/21/09		\$32,566
INNOVATIVE SERVICES	2/2/10	2/2/10	\$9,955,066
INTEGRATED COMMUNITY SERVICES(Oct-5		9/28/09	\$356,257
INTEGRATED DEVELOPMENT SERVICES	12/21/09	1/11/10	\$50,000
INTERIM HEALTHCARE	12/17/09		\$4,997
INTERIM HEALTHCARE STAFFING	12/1/709		\$47,159
J & DEE INC.	12/22/09		\$1,140,235
JACKIE NITSCHKE CENTER	12/22/09	1/5/10	\$381,445
KAKUK AFH	12/8/09	12/28/09	\$30,662
KATHLEEN LYONS LLC	12/18/09	1/12/10	\$142,000
KCC FISCAL AGENT SERVICES	12/17/09	1/12/10	\$4,408,000
KINDRED HEARTS	1/11/10	1/25/10	\$194,371
KLECZKA-VOGEL AFH	12/8/09	12/8/09	\$76,080
KLEIN, DR. (AUTISM)	12/21/09	1/5/10	\$273,163
KUSKE AFH	12/9/09	12/22/09	\$56,442
LAMERS BUS LINES, INC.	1/5/10	1/13/10	\$636,937
LAURENT AFH	12/9/09	1/6/10	\$75,177
LISKA, JOANN	12/18/09	12/29/09	\$4,682
LUTHERAN SOCIAL SERVICES	1/25/10		\$1,523,611
LUTHERAN SOCIAL SERVICES-HOMME	12/21/09	1/12/10	\$34,304
MACHT VILLAGE PROGRAMS INC	12/21/09	1/19/10	\$1,471,000
MALINSKI AFH	1/15/10	1/15/10	\$38,700
MALONE AFH	12/21/09	1/7/10	\$46,790
MARATHON YOUTH SERVICES	12/18/09	2/1/10	\$15,000
MARLA VIST MANOR ASSISTED LIVING	1/21/10	2/10/10	\$200,926
MCCORMICK MEMORIAL HOME	12/22/09	1/26/10	\$27,358
MCGARRY AFH	12/8/09	1/5/10	\$17,844
MCLAREN JACK AFH	12/14/09	1/19/10	\$33,168
MCLAREN JANETTE AFH	12/14/09	1/5/10	\$24,972

Agency	Contract Sent	Contract Returned	Original Contract Amount
MEDI-VANS	12/22/09	1/5/10	\$147,686
MELOHN AFH	12/9/09	1/6/10	\$35,664
MOMMAERTS RECEIVING HOME	12/14/09	12/17/09	\$28,281
MOORE AFH	1/11/10	1/21/10	\$21,876
MOORING PROGRAMS INC	12/22/09	1/20/10	\$193,026
MY BROTHERS KEEPER	12/21/09	12/28/09	\$34,808
MYSTIC HOMES	1/11/10	1/20/10	\$68,730
NEMETZ AFH	12/21/09	1/5/10	\$53,454
NEW COMMUNITY SHELTER*	12/22/09	1/20/10	\$40,000
NEW CURATIVE REHABILITATION	1/25/10	2/1/10	\$1,358,946
NEWCAP INC.	12/18/09		\$6,807
NEW VIEW INDUSTRIES	1/11/10	2/1/10	\$21,600
NEW VISIONS TREATMENT HOMES OF WI,	12/21/09		\$86,696
NOVA COUNSELING SERVICES	12/22/09	1/5/10	\$97,148
OCONNOR AFH	12/21/09	1/5/10	\$30,888
OPTIONS TREATMENT	2/12/10		\$186,995
ORLICH AFH	12/8/09	12/28/09	\$93,734
OSTAPYUK AFH	2/12/10	2/12/10	\$40,777
PANTZLAFF AFH	12/14/09	1/25/10	\$92,155
PARAGON INDUSTRIES			
PARENTEAU AFH	12/8/09	12/8/09	\$41,316
PATIL, DR.	12/18/09	1/20/10	\$154,635
PENNINGS AFH	12/9/09	12/17/09	\$28,788
PIANTEK RECEIVING HOME	12/14/09	1/5/10	\$28,281
PNUMA HEALTH CARE	1/15/10	1/20/10	\$160,169
PREVEA	1/6/10		\$188,757
PRODUCTIVE LIVING SYSTEMS	1/15/10	2/8/10	\$829,186
RAVENWOOD BEHAVIORAL HEALTH			\$70,560
REBEKAH HAVEN	1/5/10	1/13/10	\$33,660
REHABILITATION HOUSE, INC	12/22/09	1/12/10	\$25,500
REHAB RESOURCES	12/22/09	1/27/10	\$188,800
REIS AFH	12/9/09	1/5/10	\$22,560
REM-WISCONSIN II, INC.	1/13/10	1/25/10	\$1,274,640
SCHAUMBERG, LAURIE	12/18/09	1/11/10	\$15,971
SCHILLMAN AFH	12/8/09	12/22/09	\$21,600
SCHNEIDER WILLIAM AFH	12/9/09	12/18/09	\$22,224
SCHULTZ AFH	12/9/09	1/6/10	\$102,070
SEITZ AFH	12/9/09	1/5/10	\$42,792
SKORCZEWSKI AFH	12/9/09	1/25/10	\$18,336
SLAGHT AFH	12/9/09	1/5/10	\$67,903
SMET AFH	12/14/09	12/18/09	\$6,000
SOUTHERN HOME CARE	12/17/09	1/26/10	\$9,000
St. CHARLES INC.	12/21/09	1/5/10	\$20,000
ST. VINCENT	1/12/10	2/3/10	\$184,371
STARR/DINGER AFH	12/8/09	1/13/10	\$23,376
TANZI AFH	12/8/09	12/14/09	\$64,164
TEIPNER TREATMENT HOMES	12/18/09	2/1/10	\$257,361
TELLURIAN COMMUNITY INC.			
TIPLER AFH	12/9/09	12/22/09	\$60,432
TREML, JENNIFER AFH	12/9/09	12/28/09	\$22,560
TREML, CARL AFH	12/9/09	12/17/09	\$39,300
TREMPEALEAU CO HEALTH CARE	12/21/09	1/5/10	\$219,148
VALLEY PACKAGING INC.	12/18/09	1/6/10	\$32,794
VERBONCOUER AFH	12/9/09	1/5/10	\$19,296
VILLA HOPE	1/20/10		\$1,413,593

2010 Contract Status Log

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Agency	Contract Sent	Contract Returned	Original Contract Amount
WAUSAUKEE ENTERPRISES	12/18/09	1/15/10	\$11,165
WEBER RECEIVING HOME	12/14/09	12/18/09	\$28,281
WEYENBERG AFH	12/9/09	1/5/10	\$70,690
WILLOWCREEK AFH	12/22/09	1/27/10	\$398,136
WILLOWGLEN ACADEMY	1/12/10	1/29/10	\$50,000
WISCONSIN EARLY AUTISM PROJECT	12/18/09	1/15/10	\$578,032
ZABOJNIK, JUSTIN			\$20,000
ZAMBON AFH	12/9/09	12/17/09	\$46,380
ZIELKE, JON AFH	1/8/10	1/13/10	\$32,334
ZIESMER AFH	12/8/09	12/14/09	\$75,805
TOTAL			\$53,537,485
2010 Contracts Sent:	168		
2010 Contracts Returned:	153		

BUDGET ADJUSTMENT REQUEST

- | <u>Adjustment</u> | <u>Description</u> | <u>Approval Level</u> |
|--|--|-----------------------|
| <input type="checkbox"/> Category 1 | Reallocation from one account to another <u>within</u> the major budget classifications. | Department Head |
| <input type="checkbox"/> Category 2 | | |
| <input type="checkbox"/> a. | Change in Outlay not requiring the reallocation of funds from another major budget classification. | County Executive |
| <input type="checkbox"/> b. | Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification. | County Board |
| <input type="checkbox"/> Category 3 | | |
| <input type="checkbox"/> a. | Reallocation between budget classifications other than 2b or 3b adjustments. | County Executive |
| <input type="checkbox"/> b. | Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services. | County Board |
| <input type="checkbox"/> Category 4 | Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund) | County Board |
| <input checked="" type="checkbox"/> Category 5 | Increase in expenses with offsetting increase in revenue | County Board |

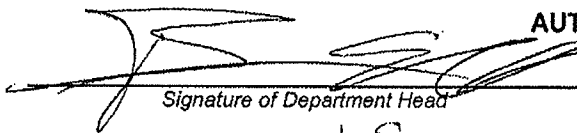
Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.7000.CIP IIMFP	Purchased Services – CIPII Money Follows Person	47,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.4302.047 9	State Grant Revenue – CIPII MFP	18,871
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.4302.047 8	State Grant Revenue – CIPII MFP Non-Federal	28,129

Narrative Justification:

Clients were in another County and moved to Brown County. The State transfers the slot and funding with the client. Therefore, we will have an increase in expenditures with an off setting increase in revenue.

2009

AUTHORIZATIONS



 Signature of Department Head



 Signature of Executive

Department: HS
 Date: 1/20/10

Date: 1/26/10


 12/5/10

BUDGET ADJUSTMENT REQUEST

- | <u>Adjustment</u> | <u>Description</u> | <u>Approval Level</u> |
|--|--|-----------------------|
| <input type="checkbox"/> Category 1 | Reallocation from one account to another <u>within</u> the major budget classifications. | Department Head |
| <input type="checkbox"/> Category 2 | | |
| <input type="checkbox"/> a. | Change in Outlay not requiring the reallocation of funds from another major budget classification. | County Executive |
| <input type="checkbox"/> b. | Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification. | County Board |
| <input type="checkbox"/> Category 3 | | |
| <input type="checkbox"/> a. | Reallocation between budget classifications other than 2b or 3b adjustments. | County Executive |
| <input type="checkbox"/> b. | Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services. | County Board |
| <input type="checkbox"/> Category 4 | Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund) | County Board |
| <input checked="" type="checkbox"/> Category 5 | Increase in expenses with offsetting increase in revenue | County Board |

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.7000.CIP IIDIV	Purchased Services - CIPII Diversion	199,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.4302.037 5	State Grant Revenue - CIPII Diversion GPR	79,899
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.4302.037 6	State Grant Revenue - CIPII Diversion Federal	119,101

Narrative Justification:

State increased number of slots for Brown County for consumers being diverted from nursing homes. These slots will increase expenditures with off setting reimbursement from State and Federal funds.

2009

AUTHORIZATIONS



 Signature of Department Head



 Signature of Executive

Department: HS
 Date: 1/20/10

Date: 1/20/10


 1/25/10

BUDGET ADJUSTMENT REQUEST

- | <u>Adjustment</u> | <u>Description</u> | <u>Approval Level</u> |
|--|--|-----------------------|
| <input type="checkbox"/> Category 1 | Reallocation from one account to another <u>within</u> the major budget classifications. | Department Head |
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| <input type="checkbox"/> Category 3 | | |
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| <input type="checkbox"/> b. | Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services. | County Board |
| <input type="checkbox"/> Category 4 | Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund) | County Board |
| <input checked="" type="checkbox"/> Category 5 | Increase in expenses with offsetting increase in revenue | County Board |

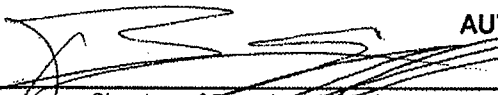
Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.163.7000.CIP 1A	Purchased Services – CIP1a	7000.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.163.4302.058 0	State Grant Revenue – CIP1A GPR	2811.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.163.4302.058 1	State Grant Revenue – CIP1A Federal	4189.00

Narrative Justification:


Services for clients increased, which has increased our expenditures. The County will be reimbursed from the State and Federal government for these increases.

2009

AUTHORIZATIONS



 Signature of Department Head
 Department: HS
 Date: 1/20/10



 Signature of Executive
 Date: 1/26/10


 1/25/10

BUDGET ADJUSTMENT REQUEST

- | <u>Adjustment</u> | <u>Description</u> | <u>Approval Level</u> |
|--|--|-----------------------|
| <input type="checkbox"/> Category 1 | Reallocation from one account to another <u>within</u> the major budget classifications. | Department Head |
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| <input type="checkbox"/> Category 3 | | |
| <input type="checkbox"/> a. | Reallocation between budget classifications other than 2b or 3b adjustments. | County Executive |
| <input type="checkbox"/> b. | Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services. | County Board |
| <input type="checkbox"/> Category 4 | Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund) | County Board |
| <input checked="" type="checkbox"/> Category 5 | Increase in expenses with offsetting increase in revenue | County Board |

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.7000.NH R	Purchased Services - CIPII Nursing Home Relocations	173,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.4302.036 9	State Grant Revenue - CRI GPR (CIPII Relocations)	69,460
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.162.4302.037 0	State Grant Revenue - CRI Federal (CIPII Relocation)	103,540

Narrative Justification:

2009

Consumers were in nursing homes, and they were relocated to a less restrictive environment, such as assisted living or an adult family home. The State gives the County new slots for these individuals and the County will receive reimbursement from the State and Federal government.

AUTHORIZATIONS



 Signature of Department Head



 Signature of Executive

Department: HIS
 Date: 1/20/10

Date: 1/20/10


 1/25/10

BUDGET ADJUSTMENT REQUEST

- | <u>Adjustment</u> | <u>Description</u> | <u>Approval Level</u> |
|--|--|-----------------------|
| <input type="checkbox"/> Category 1 | Reallocation from one account to another <u>within</u> the major budget classifications. | Department Head |
| <input type="checkbox"/> Category 2 | | |
| <input type="checkbox"/> a. | Change in Outlay not requiring the reallocation of funds from another major budget classification. | County Executive |
| <input type="checkbox"/> b. | Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification. | County Board |
| <input type="checkbox"/> Category 3 | | |
| <input type="checkbox"/> a. | Reallocation between budget classifications other than 2b or 3b adjustments. | County Executive |
| <input type="checkbox"/> b. | Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services. | County Board |
| <input type="checkbox"/> Category 4 | Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund) | County Board |
| <input checked="" type="checkbox"/> Category 5 | Increase in expenses with offsetting increase in revenue | County Board |


Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.173.7000.CM I	Purchased Services - CMI Levy	700,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.171.7000.AO DAL	Purchased Services - AODA Levy	190,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.166.7000.PC W	Purchased Services - Personal Care	360,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.110.200.9000	Fund Balance Applied (Community Program)	1,250,000


Narrative Justification:

Increase purchased of services budgets to reflect actual utilization. Overage on spending to come from fund balance applied.

2009

AUTHORIZATIONS


 Signature of Department Head
 Department: HS
 Date: 1/27/10


 Signature of Executive
 Date: 1/27/10


 M
 1/27/10

BUDGET ADJUSTMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2		
<input type="checkbox"/> a.	Change in Outlay not requiring the reallocation of funds from another major budget classification.	County Executive
<input type="checkbox"/> b.	Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Board
<input type="checkbox"/> Category 3		
<input type="checkbox"/> a.	Reallocation between budget classifications other than 2b or 3b adjustments.	County Executive
<input type="checkbox"/> b.	Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

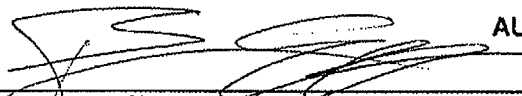
Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.175.4303.075	Drug Court Local Grant Rev – Crime Prevention Foundation	2,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.175.5300	Drug Court Supplies	1,875
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.175.5700	Drug Court Contracted Services	625

Narrative Justification:

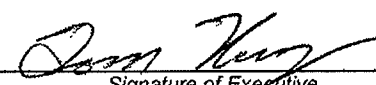
2010

In 2009, the Brown County Drug Court received a \$2,500 grant from the Crime Foundation Prevention Foundation to purchase incentives for Drug Court participants between October 1, 2009 and September 1, 2010. Since no expenses were incurred in 2009, this budget adjustment increases the Drug Court 2010 budget for the full grant amount.

AUTHORIZATIONS



 Signature of Department Head



 Signature of Executive

Department: HS
 Date: 2/11/10

Date: 2/16/10


 2/16/10

**AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
REVENUE AND EXPENSE REPORT**

12/31/2009

PRE-AUDIT

	2009 GRANT AMENDMENTS	2009 BUDGET	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D BALANCE	2008 NET ASSETS	ADJUSTMENTS	
1.	ADRC Grant	1,377,499	1,461,309	1,461,309	1,377,499.00	(83,810)	1.	
2.	MA Claiming		180,000	180,000	438,767.00	258,767	2.	
3.	Title III-B	162,922	161,718	161,718	162,922.00	1,204	3.	
4.	Title III-C-1	373,460	372,726	372,726	373,460.00	734	4.	
5.	Title III-C-2	127,889	117,238	117,238	127,889.00	10,651	5.	
6.	Title III-D		11,819	11,819	11,819.00	0	6.	
7.	Title III-E	81,659	84,189	84,189	81,659.00	(2,530)	7.	
8.	Alzheimer's Grant (AFCSP)		84,591	84,591	84,591.00	0	8.	
9.	Benefits Specialist		33,438	33,438	33,438.00	0	9.	
10.	Benefits Specialist Part D		16,550	16,550	16,550.00	0	10.	
11.	Benefits Specialist MA		0	0	13,070.00	13,070	11.	
12.	MIPPA Grant		0	0	4,220.00	4,220	12.	
13.	Senior Community Services		13,362	13,362	13,362.00	0	13.	
14.	Project Income: Nutrition		310,590	310,590	314,534.44	3,944	26,433	14.
15.	Nutr Services Incentive Program	89,413	70,082	70,082	89,413.00	19,331		15.
16.	COP Income - Home Delivered Meals		70,882	70,882	65,272.29	(5,610)		16.
17.	State 85.21 Transportation <small>annual</small>		451,132	451,132	451,776.00	644	56,891	17.
18.	Brown County Appropriation <small>semi-annual</small>		1,068,354	1,068,354	1,068,354.00	0		18.
19.	Driver Escort		1,200	1,200	1,438.00	238		19.
20.	Interest Income		12,424	12,424	1,729.64	(10,694)		20.
21.	Net Asset - Restricted Facilities Fund		0	0	0.00	0	282,380	21.
22.	Net Asset - Personnel/STD		0	0	0.00	0	29,500	22.
23.	Net Asset - Depreciation		0	0	0.00	0	208,934	23.
24.	Net Asset - Undesignated		0	0	0.00	0	554,592	24.
25.	Net Asset - Fund Deposit (+\$1,062 add'l chg back)	1,062	12,107	12,107	0.00	(12,107)	7,496	25.
26.	Net Asset - Campaign Fund		0	0	0.00	0	54,803	26.
27.	Net Asset - Fiscal Agent Reserve		0	0	0.00	0	150,000	27.
28.	Fiscal Agent Admin (fund deposit)		28,407	28,407	197.05	(28,210)	33,018	28.
29.	Add Life Programming		18,000	18,000	22,480.21	4,480		29.
30.	County Transfer-Veteran's Programs		10,000	10,000	10,000.00	0	3,025	30.
31.	Fall Prevention		109,000	109,000	100,191.00	(8,809)		31.
32.	Fall Prevention Classes		0	0	1,861.44	1,861	3,274	32.
33.	Add Life News		8,500	8,500	7,097.70	(1,402)		33.
34.	Building Maintenance Donations		3,000	3,000	3,370.50	371		34.
35.	Community Service Monitoring		10,000	10,000	6,030.00	(3,970)		35.
36.	COP Income - In Home Projects		0	0	0.00	0		36.
37.	Restricted/Memorial Donations		0	0	1,945.00	1,945	61,460	37.
38.	Grant/Special Projects		0	0	7,654.00	7,654		38.
39.	Grant Revenue - SHIP GRANT	3,500	10,000	10,000	13,500.00	3,500		39.
40.	Miscellaneous Service		4,500	4,500	4,870.00	370	4,000	40.
41.	Non-Operating Miscellaneous		4,500	4,500	11,404.83	6,905		41.
42.	Fund Raising		900	900	0.00	(900)		42.
43.								43.
44.	TOTAL		4,740,518	4,740,518	4,922,365.10	181,847	1,475,806	44.
45.							Returned Fiscal Agent Reserve 01/28/09 - Line 26. (150,000)	45.
46.								46.
47.	TOTAL OPERATING REVENUE RECEIVED				\$ 4,922,365.10			47.
48.	TOTAL 2008 NET ASSETS				\$ 1,325,806.00			48.
49.	TOTAL OPERATING EXPENSES				\$ 4,819,275.71			49.
50.	ADD BACK DEPRECIATION EXPENSE				\$ 95,870.66			50.
51.								51.
52.	TOTAL OPERATING INCOME/(LOSS)				\$ 1,524,766.05			52.
53.								53.

33,601

4,220

(196)

94

(128)

37,591

25