

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, July 11, 2013 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Paula Landrie, Craig Huxford, Carole Andrews,
Susan Hyland, John VanDyck, Helen Smits, Bill Clancy,
JoAnn Grschberger

Also

Present: Jeremy Kral, Interim Executive Director
Ian Agar – Long Term Care Manager
Tim Schmitt – Finance Manager
Mary Johnson – Hospital & Nursing Home Administrator

1. **Call Meeting to Order:**
The meeting was called to order by Chair Tom Lund at 5:16 p.m.
2. **Approve/Modify Agenda:**
GRASCHBERGER/SMITS moved to approve the agenda.
The motion was passed unanimously.
3. **Approve Minutes of June 13, 2013 Human Services Board Meeting:**
CLANCY/LAUNDRIE moved to approve the minutes dated June 13, 2013.
The motion was passed unanimously.
4. **Executive Director's Report:**
Jeremy Kral, Interim Executive Director distributed his written report (attached), highlighting the following:
 - **State Budget** – Mr. Kral reported on two of the major program areas which have been addressed, the first with regard to Adult Behavioral Health. He indicated that the budget has a provision which would relieve the county of the local share of services through the Comprehensive Community Services (CCS) program, provided that the counties are operating in a multi-county consortium for this program. Kral indicated that Brown County Human Services is well positioned to respond to this state action because they have an existing CCS program and have already begun discussions with neighboring counties about a multi-county effort. The second of the two major programs addressed by the state budget is Family Care. The action taken by the legislature was to require the State Department of Health Services to bring a report to the Joint Finance Committee by mid-December 2013. This report will provide the committee with further information and analysis on Family Care. Based on this action by the legislature, Kral predicts that the state's intentions for Family Care expansion can be expected in late 2013 or early 2014.

- **Electronic Medical Record Project** – Kral reported that this project will soon be taking a step forward, with treatment planning coming online due to the efforts of several staff members.
- **Redesign of the Nicolet Psychiatric Center** – Initial planning for the redesign has been completed and the construction project is out for bids. Kral indicated there has been great collaboration with the Public Works Department in moving this along. It is expected to have a low bid recommendation in July for the remodeling necessary to reduce the number of hospital beds and develop a Community Based Residential Facility (CBRF) at the Center. He explained that this move will provide appropriate care for patients and will fill a gap in the system of care for people with behavioral health conditions. He added that another advantage of this move is that freestanding psychiatric hospitals 16 beds or smaller are not classified as institutions for mental disease (IMD) by the federal government. IMD's are prohibited from billing Medicaid, but psychiatric hospitals which are not IMD's may bill Medicaid for services. Access to this revenue stream will assist with making the hospital more sustainable and will reduce levy dependence.
- **Integration of Inpatient and Outpatient Behavioral Health Services** – Kral reported that as part of restructuring, nurses who primarily handle medications in the clinic will report to the Director of Nursing in the hospital and both the Inpatient Social Services Unit and the Outpatient Clinic will report to the same upper manager. He explained that a common reporting structure will create a better environment for the involved personnel to enhance collaboration of the two areas, and in addition growing coordination and integration will help with efforts to have a unified, seamless continuum of care for all consumers accessing Behavioral Health Services.
- **Economic Support Unit** – This unit has won an award for excellent performance, stating that the FY2012 Food Share payment accuracy rate was 100%. Kral indicated that only two other counties in the state have reached that mark.

Board Member, Paula Landrie, asked that it be in the record and that the Economic Support Unit staff be made aware that Board members are very proud of this accomplishment.

HUXFORD/VANDYCK moved to receive and place on file.
Motion was carried unanimously.

5. **Building Adult Protective Services Capacity:**

Ian Agar – Long Term Care Manager, referred to his report regarding Adult Protective Services (attached), stating that services of this program are provided to individuals with developmental disabilities, degenerative brain disorder, serious and persistent mental illness, or any other like incapacity with the goal to keep the individuals safe from abuse, neglect, financial abuse, and to prevent the individual from experiencing deterioration or from inflicting harm on himself or herself, or another person, per Wis. Stat. 55.02. Referrals are received from law enforcement, the ADRC, hospitals, shelters, medical staff, adult day care

centers, victims themselves, family, or neighbors. He explained there are two categories involved (Adults at Risk – AAR, and Elder Adults at Risk EAR).

Agar explained that although there is linkage with various community resources, the program is largely run with volunteers. Funding is received from general purpose revenue, along with some levy funding, and the use of grant funds.

Agar stated that some LTC unit case managers complete APS related work for their clients when the need arises, with this cost estimated to be about 2.5 case managers. With the coming of Family Care, there will be no LTC staff available for this task. Agar indicated that supervision for APS is now one-fourth of his role. He stated that in order to take care of escalating numbers related to service costs, there is an anticipated need for an additional staff person at a cost of \$84,000 in the next budget cycle.

Discussion and comments from the Board were addressed by Mr. Agar.

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

6. **Financial Report for Community Treatment Center & Community Programs:**

Tim Schmitt, Budget & Finance Manager, reported financial results through May 31, 2013. He indicated that Community Programs results show that revenues are lagging YTD through May. Intergovernmental revenue is largely based on submitted expenses and are about 2% lower than budget. Expenses are lower than budget by 3% primarily due to lower wage and fringe costs realized due to open positions. Overall, the Community Programs are on budget through May 2013.

The Community Treatment Center is reporting a deficit of \$429K YTD through May 2013. Depreciation accounts for \$278K of the deficit and the result is an unfavorable levy impact of \$151K. The CTC continues to see lower revenues as a result of a lower hospital census and fewer clients paying privately in the nursing home. Revenues are about 6% lower than budget. The CTC has realized lower wage and fringe costs which offset the lower revenues realized year to date. Overall, expenses are lower than budget by %.

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

7. **Statistical Reports**

- a. Monthly Inpatient Data – Community Treatment Center
- b. Monthly Inpatient Data – Bellin Psychiatric Center
- c. Child Protection – Child/Abuse/Neglect Report
- d. Monthly Contract Update

Please refer to the packet which includes this information.

8. **Request for New Non-Continuous Vendor**

Please refer to the packet which includes this information.

9. **Request for New Vendor Contract**
Please refer to the packet which includes this information.

10. **Other Matters**
Next Meeting, Thursday, August 8, 2013
5:15 p.m. – Sophie Beaumont Building, Board Room A

11. **Adjourn Business Meeting**
HUXFORD/ANDREWS moved to adjourn, motion passed unanimously.
Chairman Lund adjourned the meeting at 6:07 p.m.

Respectfully submitted,

Rae G. Knippel
Recording Secretary