

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 9, 2015 in in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

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

Excused: JoAnn Grashberger

Also

Present: Erik Pritzl, Executive Director
Luke Schubert, Hospital & Nursing Home Administrator
Kristin Madison, Accountant Supervisor

1. **Call Meeting to Order:**
The meeting was called to order by Chairman Tom Lund at 5:15 pm.
2. **Approve/Modify Agenda:**
LAUNDRIE/ANDREWS moved to approve the agenda.
The motion was passed unanimously.
3. **Approve Minutes of June 11, 2015 Human Services Board Meeting:**

CLANCY/HUXFORD moved to approve the minutes dated June 11, 2015.
The motion was passed unanimously.
4. **Executive Director's Report:**

Executive Director Pritzl included his written report with the agenda.

Q: County Board Member Clancy asked what we do with clients when both Winnebago and our facility are full.
A: Pritzl stated that would then try Bellin as a local option and if they weren't able to assist, we would try Madison.

Q: Citizen Board Member Huxford asked what the board could do to assist with the high caseloads of child protective staff.
A: Pritzl stated we are looking into adding more capacity for ongoing services but it will depend on our finances.

Q: Citizen Board Member Hyland asked how our caseloads compare to other counties.
A: Pritzl stated our caseloads are consistently higher than other counties.

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

5. Administrator Report (CTC):

The NPC monthly report and the QAPI summary report were submitted with the board packet agenda. Administrator Schubert stated that we are going to be holding the Chief Nursing Officer position at this time until we determine our specific needs.

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

6. Financial Report:

A financial report was submitted with the board packet agenda.

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

7. Statistical Reports:

Please refer to the packet which includes this information.

ANDREWS/CLANCY moved to receive item 7 and place on file.
Motion was carried unanimously.

8. Approval for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

ANDREWS/LAUNDRIE moved to receive item 8 and place on file.
Motion was carried unanimously.

9. Other Matters:

Q: County Board Member Clancy asked where our Long Term staff are going.

A: Pritzl stated most of the staff went to Lakeland Care District or Care Wisconsin, the two MCOs operating family care. They both have offices in the Green Bay area. We also have some staff that have moved around internally.

Q: Citizen Board Member Smits asked what is being done with the space where those employees were.

A: Pritzl stated it is currently vacant. Chairman Lund stated the Facilities Committee is looking how best to utilize the space.

Q: Citizen Board Member Andrews asked if we could provide the board with a percentage of where our clients went (which MCO).

A: Pritzl stated we should be able to get that for the board for next month's meeting.

Q: County Board Member Clancy asked if the two MCOs are for profit or non-profit.

A: Pritzl stated both of them are non-profit agencies. They do not want to operate at a loss although the state had criteria that the chosen MCOs needed to have healthy reserves to make sure they could handle a potential loss.

Board agreed to have alternate having meetings at CTC and at Sophie. We will have a CTC tour at the next meeting there in September.

Next Meeting: Thursday, August 13, 2015
5:15 p.m. – Sophie Beaumont Building, Board Room A

- 10. Adjourn Business Meeting:**
LAUNDRIE/ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 5:44 p.m.

Respectfully Submitted,

Kara Navin
Office Manager

Brown County Human Services

Executive Director's Report to the Human Services Board & Committee

July 9, 2015

Members of the Board/Committee:

Brown County has officially entered Family Care as of July 1st, with over 880 consumers making the change from the "waiver" programs to Family Care. There were a number of last minute changes that required extra time from Human Services staff and the Aging and Disability Resource Center. This was a time when cooperation between different departments was at a high level for the benefit of the consumers. We will transition another, smaller group of consumers on August 1st. Department staff offered a "Salute to Long Term Care" for staff members working in long term care who are going to be transitioning to external and internal positions.

Internally, the focus of the department has been on the classification and compensation study and the start of preparing the 2016 budget. The department management staff have been reviewing all position descriptions, and the placement of positions within the classification structure. With a department as large and complex as Human Services, this has taken quite a bit of effort. This has come just as the budget preparation for 2016 has started. These are two significant projects for staff to engage in during the summer.

We continue to evaluate and seek to improve the census situation at Bay Haven (CBRF), and I have been working with management team members at the Community Treatment Center to re-establish admission criteria that will help us define our intended consumers. This will allow us to better communicate that within Brown County, and to our surrounding counties who are in need of crisis stabilization resources. We also want to ensure that our resources at the Nicolet Psychiatric Center are utilized well. Admissions in 2015 have been on track with 2014, and we reached full capacity during the first weekend of July. Adding to the need for inpatient psychiatric services in the region, the Winnebago Mental Health Institute has been reaching capacity more in the past month. We try to meet the needs of Brown County first, and then offer what services we can to the surrounding counties.

Our child protective services referrals and referrals investigated have shown a decrease in 2015. While it is too soon to attribute this to any one factor, it is worth noting that our Alternative Response initiative and Community Response program have both been implemented. This should, ideally, help address situations in a manner that is family friendly and focused on earlier intervention. Staff in this area continue to be stressed by existing high caseloads.

Respectfully Submitted By:



Erik Pritzl
Executive Director