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, June 9, 2022 at Brown County Sophie Beaumont Building, Boardrooms A & B; 111 N Jefferson St; Green Bay, WI 54301

Present: Supervisor Tom Lund; Jean Marsch; Laura McCoy; Leslie Ousley; Supervisor Randy Schultz

Excused: Michael Conley-Kuhagen; Kathryn Dykes

Also Present: Jeremy Kral; Executive Director
Jenny Hoffman; Community Services Administrator
Kara Gruber; Hospital & Nursing Home Administrator
Eric Johnson; Finance Manager
Cathy Foss; Office Manager
Mark Vanden Hoogen; Criminal Justice Services Program Manager
Kevin Brennan; Children, Youth & Families Program Manager
Lauren Krukowski; Child Protective Services Coordinator
Supervisor Megan Borchardt

---

1. Call Meeting to Order
The meeting was called to order by Supervisor Tom Lund at 6:00 pm.

2. Approve / Modify Agenda
SCHULTZ / McCOY moved to approve the June 9, 2022 agenda.
Voice vote taken. Motion carried unanimously without abstentions.

3. Welcome New Citizen Board Member, Jean Marsch
Ms. Marsch shared she has lived in Green Bay since 1975. She is a nurse by background and has also worked in Human Resources. She served on Green Bay School Board for 15 years, of which, 10 years were as President.

4. Election of Chair of Human Services Board
SCHULTZ / McCOY moved to nominate Supervisor Tom Lund as Chair of the Human Services Board. The motion passed without a negative vote.
McCOY / MARSCH moved to elect Supervisor Lund as Chair of the Human Services Board. Voice vote taken. Motion carried unanimously without abstentions.

5. Election of Vice-Chair of Human Services Board
LUND / SCHULTZ moved to nominate Ms. Laura McCoy as Vice-Chair of the Human Services Board. The motion passed without a negative vote.
SCHULTZ / MARSCH moved to elect Ms. McCoy as Vice-Chair of the Human Services Board. Voice vote taken. Motion carried unanimously without abstentions.

6. Approve Minutes of April 14, 2022 Human Services Board Meeting
SCHULTZ / OUSLEY moved to approve the minutes dated April 14, 2022.
Voice vote taken. Motion carried unanimously without abstentions.

7. Public Hearing on 2023 Budget / Public Comment

No members of the public came forward to speak regarding the 2023 Health & Human Services Budget.

County Board Supervisor Megan Borchardt, 1146 9th St., Green Bay, discussed her request for the Human Services Board and the County Board's Mental Health Subcommittee to combine.

Chair Lund closed the Public Hearing at 6:10 pm.

8. Presentation on Brown County Treatment Courts

Criminal Justice Services Program Manager, Mark Vanden Hoogen, presented an overview of Criminal Justice Services to the Board with a focus on the Treatment Courts.

(PowerPoint presentation is attached to Minutes.)

9. Presentation on Brown County Child Protective Services

Children, Youth & Families Program Manager, Kevin Brennan, and Child Protection Services Coordinator, Lauren Krukowski, presented an overview of Child Protective Services (CPS) to the Board.

(PowerPoint presentation is attached to Minutes.)

10. Executive Director's Report

Jeremy Kral, Executive Director, welcomed Kara Gruber, the new Hospital & Nursing Home Administrator for Community Treatment Center. Kara has lived in Brown County her whole life. She was a Licensed Professional Nurse (LPN) who went back to school for healthcare administration, and previously worked for Winnebago County for just over one year along with significant private sector long-term care experience.

Kral also reported Anissa Smith, previous Director of Nursing: Hospital, has transitioned fully to Health Services Director. We are actively looking to fill Director of Nursing: Hospital position.

Nursing position recruitment is still a challenge; however, we continue to look at options for recruitment. There are not enough nurses in the field to do all of the work. Revenue generating healthcare systems have flexibilities in recruitment that we, as a County, do not have. Through all of this, we have maintained satisfactory operations, with no degradation of client service.

Bay Lake Consortium received confirmation of additional federal funds for 2022. We also have unspent COVID funds from 2021. Economic Support has federal funding to be applied in the near future. At this point, the federal public health emergency looks to be extended, which means the moratorium for suspending benefits gets extended.

McCOY / SCHULTZ moved to receive and place on file the Executive Director's reports for May and June 2022. Voice vote taken. Motion carried unanimously without abstentions.

11. Community Services Administrator Report

Jenny Hoffman, Community Services Administrator, gave a verbal report.

Mental Health Navigation Guide

Hoffman brought printed copies of the Mental Health Navigation Guide as well as magnets and encouraged board members to take copies to distribute to those they know in need.

SCHULTZ / MARSCH moved to receive and place on file the Community Services Administrator Report for June 2022. Voice vote taken. Motion carried unanimously without abstentions.

12. CTC Administrator Report including NPC Monthly Report

Jeremy Kral provided a verbal report since Kara Gruber started her employment this week.

Operations

The revenues of the licensed entities of Bayshore Village, Nicolet Psychiatric Center and Bay Haven at CTC are census driven and revenues are slightly higher than budget.

Nursing

As mentioned previously, there remains the challenge for recruitment, but the quality of care remains.

Other Information

The survey window for Bayshore Village, the nursing home, has opened. State surveyors will be visiting to ensure we are abiding by administrative rules and provide feedback on opportunities for improvement if identified.

McCOY / MARSCH moved to receive and place on file the CTC Administrator Report for June 2022. Voice vote taken. Motion carried unanimously without abstentions.

13. Financial Report for Community Treatment Center and Community Services

Finance Manager, Eric Johnson, highlighted items from the May and June 2022 Financial Reports.

Community Treatment Center

Community Treatment Center continues to be ahead of budget, but unfortunately it is due to staffing/personnel costs being below budget. There are offsetting operating expenses including staffing agency costs that are higher due to covering vacancies. Census is slightly higher than budgeted.

Community Services

Community Services shows an unfavorable variance of over $360,000. The largest reason for this is due to personnel costs being low due to vacancies which means less money to be claimed as revenue. Operating expenses are high due to purchase services. Two items at the forefront are the cost of youth placed in correctional facilities which is significantly higher; costs have increased from $600 to $1000/day. The other high purchase service is adults in state mental health facilities, primarily Winnebago.

Some favorable settlements should be coming in the near future which will hopefully offset some of the expenses.

MARSCH / OUSLEY moved to receive and place on file May and June 2022 Financial Reports for Community Treatment Center and Community Services. Voice vote taken. Motion carried unanimously without abstentions.

14. Statistical Reports a, b, & c

a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Center/Bayshore Village
    i. April
    ii. May
b. Child Protective Services – Child Abuse/Neglect Report
    i. March/April
    ii. May
c. Monthly Contract Update
    i. May
    ii. June

SCHULTZ / McCOY moved to receive and place on file Statistical Reports 14a through 14c. Voice vote taken. Motion carried unanimously without abstentions.

15. Request for New Non-Contracted Provider & New Provider Contract

a. May
b. June

SCHULTZ / McCOY moved to receive and place on file the May and June 2022 Request for New Non-Contracted Provider & New Provider Contract Reports. Voice vote taken. Motion carried unanimously without abstentions.

16. Adjourn Meeting:

McCOY / MARSCH moved to adjourn. Voice vote taken. Motion carried unanimously without abstentions.

Supervisor Tom Lund adjourned the meeting at 7:49 pm.

Next Meeting: Thursday, July 14, 2022 at 6:00 pm.

Respectfully Submitted,
Catherine Foss
Office Manager