Pursuant to Section 19.84, Wis. Stats. a regular meeting of the HUMAN SERVICES BOARD was held on April 5, 2007, 5:15 p.m., at the Brown County Human Services Department, 111 North Jefferson Street, Green Bay, Wisconsin.

Present:	Dottie Schoenleber, Barb Bauer, Paula Geishirt, Dave Nelson, JoAnn Graschberger, Patty Hoeft
Absent:	Randy Westcott
Present:	Tom Eggebrecht, Paula DuTour and Mary VandeLeest of the Human Services Department.

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PROCEEDINGS OF THE HUMAN SERVICES BOARD

At 5:15 p.m. there was not a quorum present for the Human Services Board meeting. Number 5 on the agenda was moved up as it was a presentation.

5. PRESENTATION ON UNIT 7 – SOCIAL WORK SERVICES.

Interim Director Tom Eggebrecht introduced Paula DuTour, Clinical Programs Coordinator to present on the Mental Health Center Social Services Unit 7. Ms. DuTour gave a brief history and went through the staffing setup, service population, services provided, the unit's goals and major initiatives. Ms. DuTour also handed out a budget sheet containing information on Mental Health Center Social Services. A lengthy discussion was held on the types of clients served, medication, current census, the hiring of a temporary social worker to be used in part for outreach prevention and the Inpatient and Outpatient staff working together. Questions were asked on the Unit's budget and it was decided if the Board members wanted detail on the budget, the Department would have one of the accountants present at a future meeting. A discussion was held on co-occurring disorders and Tom Eggebrecht invited Human Services Board members to attend a presentation by Dr. Ken Minkoff on April 27th.

Patty Hoeft arrived during the presentation.

1. ELECTION OF PRO TEM CHAIR FOR APRIL MEETING

Mr. Eggebrecht explained it would be necessary to elect a Pro Tem Chair to conduct tonight's meeting.

MOTION WAS MADE BY DAVE NELSON TO NOMINATE PAULA GEISHIRT AS PRO TEM CHAIR FOR THE APRIL MEETING. JOANN GRASCHBERGER SECONDED. MOTION WAS CARRIED UNANIMOUSLY.

Chair Geishirt called the meeting to order at 5:57 p.m.

3. APPROVE/MODIFY AGENDA.

MOTION WAS MADE BY JOANN GRASCHBERGER AND SECONDED BY PATTY HOEFT TO APPROVE THE AGENDA WITH ITEM NUMBER 5 HAVING BEEN MOVED UP. MOTION CARRIED UNANIMOUSLY.

4. APPROVE MINUTES OF FEBRUARY 1, 2007 HUMAN SERVICES BOARD MEETING.

MOTION WAS MADE BY DAVE NELSON AND SECONDED BY BARB BAUER TO APPROVE THE FEBRUARY 1, 2007 HUMAN SERVICES BOARD MINUTES AS WRITTEN. MOTION CARRIED UNANIMOUSLY.

5. MOVED TO BEGINNING OF AGENDA.

6. MENTAL HEALTH CENTER STATISTICS & UPDATE – FEBRUARY.

Interim Director Eggebrecht called the Board's attention to the average census for February, 27 patients per day; in January that number was 26 and in March it dropped off a little bit. The Human Services Department budget for 2007 was predicated on a census of 20 patients per day so if the census is at or about 27 – the unit is over capacity and over staffing as compared to the budget.

Interim Director Eggebrecht referred to Admissions by County which showed Manitowoc County's admissions year-to-date at 30 and last year for the same period their admissions were 1. This is in part due to Holy Family Hospital discontinuing its psych unit. The Department is also experiencing an increase in the children's areas with the Bellin numbers up; the current Nursing Home census is 52. In answer to a question on the number of beds the Department needs to reach per the downsizing agreement, Interim Director Eggebrecht replied the downsizing agreement, the validity of which is questioned by some, calls for the County to get down to 40 beds by Fall. .

7. DHFS REPLY TO REQUEST TO RETAIN ICF-MR BEDS.

Interim Director Eggebrecht reported this letter relates to the moving of residents with developmental disabilities from the Developmentally Disabled Unit at the Mental Health Center into Community Programs. The unit was closed early this year and after everyone was moved notification came from the State that the Department was expected to relinquish its license as it no longer provided care. The Department felt the 15 remaining beds could be applied to the 40 beds to give it licensure to operate a 55 bed facility if the Brown County Board so chose.

Director Manning wrote a letter to Dave Lund asking for permission to hold the beds in restricted status; meaning the Department could hold the beds but not pay tax. The reply from Mr. Lund gave permission to do that for up to 18 months. A lengthy discussion was held on the downsizing agreement, what it means, getting down to 40 beds by the end of August , possibly receiving $2.4 million dollars if the Department reaches its goal of 40 beds; and what could happen from that point forward. Interim Director Eggebrecht said this is not an action item now, there is no period of time during which the Department must reply and it will be seen how it plays out over the next few months.

8. BELLIN PSYCHIATRIC UPDATE FOR MONTH OF FEBRUARY.

Interim Director Eggebrecht reported things are going well and that there was one admission diverted to Winnebago because of census.

9. GRANTS UPDATE.

Interim Director Eggebrecht reported that the Department has a grant application that was submitted to ESG (Emergency Shelter Grant). Under that the Department hopes to get some additional outpatient mental staff to assist with outreach activities. That is pending.

10. CONTRACT UPDATE.

Interim Director Eggebrecht said the Human Services Committee has asked for monthly updates on contracts including new contracts to be developed. A lengthy discussion was held on what led to and the review of an RFP for shelter with an award being made to NEW Shelter and Family Violence Center. Interim Director Eggebrecht will report back on the elder abuse portion as to whether or not that program received funds. Ms. Geishirt asked about the "Non-Continuous" vendors portion of the contract report. Interim Director Eggebrecht said these would represent typically short-term low level contracts that would not rise to the level of requiring an audit, would not rise to the level of requiring standardized contract handling.

11. 2008 MAY PUBLIC HEARING.

Interim Director Eggebrecht stated the Department has to hold a Public Hearing as part of its 2008 budget preparation process. Discussion was held and it was decided there would be no business meeting, only the Public Hearing on May 3.

MOTION WAS MADE BY PATTY HOEFT AND SECONDED BY JOANNE GRASCHBERGER TO HOLD THE PUBLIC HEARING FOR THE 2008 BUDGET ON MAY 3, 5:15 P.M., AT ASPIRO. MOTION CARRIED UNANIMOUSLY.

12. 2006 ACHIEVEMENTS/2007 GOALS.

Interim Chair Eggebrecht stated this form was requested by the Human Services Committee and was for the Human Services Board's information.

13. ANY OTHER MATTERS.

Paula Geishirt asked what progress was being made with the mission statement. Joanne Graschberger, who is serving on the Committee to rewrite the mission statement, reported that the mission statement is near completion.

MOTION WAS MADE BY DOTTIE SCHOENLEBER AND SECONDED BY DAVE NELSON TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY AND MEETING WAS ADJOURNED AT 6:26 P.M.

Respectfully Submitted,

Mary Vande Leest
Mary Vande Leest
Administrative Secretary