

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, March 26, 2014 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Evans, Supervisor Robinson, Supervisor Hopp, Supervisor Haefs

Excused: Supervisor La Violette

Also Present: Jeremy Kral, Brent Miller, Supervisor Hoyer, Tim Schmitt, Roberta Morschauer, other interested parties

I. Call Meeting to Order.

The meeting was called to order by Chairman Patrick Evans at 6:00 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor Robinson, seconded by Supervisor Hopp to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of February 26, 2014.

Motion made by Supervisor Robinson, seconded by Supervisor Haefs to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

Comments from the Public. None.

Report from Human Services Chair, Patrick Evans

Chair Evans indicated that this is the last Human Services meeting with the current Committee. He thanked the Committee for the work they have done over the last two years and stated that he felt there have been some interesting issues that were well-handled. He thanked Supervisor Hopp who will not be returning for the next term.

1. Review Minutes of:

a. Aging & Disability Resource Center (February 27, 2014).

Motion made by Supervisor Hopp, seconded by Supervisor Haefs to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

b. Aging & Disability Resource Center Nominations and Human Resource Committee (February 18, 2014).

Motion made by Supervisor Hopp, seconded by Supervisor Haefs to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

c. **Human Services Board (March 13, 2014).**

Motion made by Supervisor Hopp, seconded by Supervisor Haefs to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

d. **Northeast Wisconsin Family Care Board of Directors (January 29, 2014).**

Supervisor Robinson asked if his understanding that the Lakeland Family Care Unit would be managing Brown County's work was accurate. Evans stated that the Board of NE Wisconsin Family Care District has decided to merge and go with Lakeland Care District. They have looked at the areas and felt it would be beneficial for both entities. Evans' personal opinion was that there were a lot of politics entering into this but he supports what is going on. Robinson said it appears that the way this is going to work is that Brown County is going to wait for the State to approve the money to do this and then put it out for bids, but when it is put out for bids Brown County will already have an established relationship with Lakeland Family Care and therefore they would have a leg up on the competition and he asked if this was correct. Evans responded that this will have to be put out for bids and LFC would have to bid. Robinson asked why this is being set up to favor LFC. Human Services Director Jeremy Kral clarified that when it goes out for bid, it is the State issuing the contract, not Brown County. Kral continued that both LFC and NE WI Family Care felt that a collaboration would strengthen the responses. Robinson then asked what the advantage is to getting this arranged ahead of time and Kral responded that it will create a competitive bidding process.

Motion made by Supervisor Hopp, seconded by Supervisor Haefs to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Human Services Department

2. **Resolution re: On helping families move from homelessness to self-sufficiency. *Held for a month; also referred back from March County Board.***

Robinson stated that progress is being made on getting a wider collaboration of organizations in town to help move forward, although he cannot say much more about this at this time as they have not had a chance to meet yet. He questioned if there was a way to keep this from going back to the County Board until there is action to be taken. Evans explained that this could be done through a motion.

Hopp asked Robinson when he expected or wanted funds. Robinson stated that in looking at the preliminary year end reports for Human Services, there appears to be a \$589,000 balance to the good and he stated that rather than all of this going to the County Board and being put back into the general fund, he would like to see a motion made that \$100,000 of that be set aside within the fund balance of Human Services earmarked for future projects addressing homelessness with the provision that that money not be spent without approval of the full Board. Robinson's intention is to earmark the money for future use rather than seeing it disappear back into the general fund. Evans stated that it would probably be better for the new Board to deal with this because this Board cannot bind the next Board. Robinson would agree with Evans, but his concern is what will happen to those funds in the meantime.

Finance Manager Tim Schmitt stated that a budget variance should not be confused with a surplus and Robinson understood this. Director of Administration Brent Miller also explained that excess funds do not go back into the general fund, but that Human Services has their own fund balance and pursuant to ordinance excess funds go there. Schmitt also stated that there will be a surplus in Community

Programs that will revert back to the Community Programs fund, and that surplus could be earmarked for a specific purpose. Schmitt stated that he will have accurate figures of the surplus at next month's meeting.

Hopp noted that when Robinson originally talked about this, the amount was \$75,000 and now it is up to \$100,000. Robinson agreed but noted that no funds will be spent without Board approval.

Supervisor Haefs made a suggestion that Robinson take out the "one time expenditure" language in the proposed resolution. He felt that if there is a need for something and there is merit to it, that it should not be limited to a one time expenditure as that could create issues in the future. Robinson indicated that his intention was to make it clear that this is not a commitment to an ongoing budget item.

Motion made by Supervisor Robinson, seconded by Supervisor Haefs to keep this resolution on the agenda for the Human Services Committee and not forwarded to the full County Board until such time that there is action to be taken. Vote taken. MOTION CARRIED UNANIMOUSLY

3. Resolution re: Change in Table of Organization For The Human Services Department Social Worker/Case Manager.

Robinson asked if this was coming from the \$75,000 that was budgeted for health services and Kral indicated that it was. Robinson stated that on an annual budget basis there is a \$13,000 difference between the amount that was budgeted and what the salary will be. Kral stated that those funds are not designated for anything this year and will be adjusted in the 2015 budget and the excess will be used towards some other mental health services. He continued that in a department as large as his, there are typically cost overruns that cannot be predicted and funds from things like this are what are used to offset them. Robinson stated that he just wanted to make sure that the money gets spent for the purpose for which it was intended.

Motion made by Supervisor Robinson, seconded by Supervisor Hopp to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

4. Resolution re: Reclassification Of Positions In the Human Services Department (Receptionist, Switchboard Operator, Clerk Receptionist, Switchboard Operator/Receptionist)

Robinson stated that he had a conversation with Lynn Vanden Langenberg about why reclassifications are being brought forward when the class and comp study has not been completed yet. He felt this was arranging the pieces before knowing what the puzzle is supposed to look like. He felt that these reclassification requests should be held until the class and comp study has been completed.

Motion made by Supervisor Robinson to hold until the class and comp study is complete. No second.

Motion made by Supervisor Robinson, seconded by Supervisor Haefs to hold for one month. Vote taken. Ayes: Robinson, Haefs, Evans Nay: Hopp. MOTION CARRIED 3 to 1

5. Resolution re: To Accept Additional Funding For Human Services Child And Adolescent Behavior Health Unit.

Kral indicated that there are grant funds for this provided by the State.

Robinson felt the language that states that ongoing funding in subsequent years in an amount to be determined for program sustainability is very vague. Kral responded that the State is committed to maintaining the Coordinated Services Team Initiative but there is not a clear dollar figure going forward, and because they do not have a fixed figure, they did not put one in the resolution. Robinson stated that although he is in support of this, not having a dollar figure makes him a little nervous. Kral stated that they expect the figure to be a similar amount to maintaining one full-time position and all indications are that the State intends to make payments on this for the foreseeable future.

Motion made by Supervisor Hopp, seconded by Supervisor Evans to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Ordinance Amending Chapter 5 Human Services Program Section 5.06 Of The Brown County Code Entitled "Composition Of The Board".**

Evans stated that he would support this. Kral indicated that the intent of the ordinance is to simplify the process by changing the number of people on the board from eleven to nine. He noted that there are some vacant seats that have been vacant for quite a while and nine is the number specified by statute and this ordinance would formalize that the nine person board is permanent.

Hopp asked if the number of board members was determined by population and Kral indicated that it is based on representing target demographics.

Haefs realized that it is difficult sometimes to fill spots on various boards. He questioned if the number of people on the board could be flexible between nine and eleven. Kral responded that without the benefit of the statute he would not be able to answer that, however his initial thought was that a specific number had to be specified. Kral felt that with the five people on the Human Services Committee and the nine members of the Human Services Board, the obligation for transparency is being met as are the needs of the constituents.

Evans stated that personally he does not look to the Human Services Board for anything and he felt that the Human Services Board was mainly for the administration to present to and Evans has not taken any of their recommendations. The Human Services Committee is the governing committee and makes the decisions.

Motion made by Supervisor Hopp, seconded by Supervisor Haefs to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

7. **Budget Adjustment Request (14–24): 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.**

Kral stated that this relates to the mental health treatment court worker position that has already been approved to be added to the table of organization. This budget adjustment is to move funds from contracted services to the salary and fringe line.

Motion made by Supervisor Hopp, seconded by Supervisor Robinson to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

8. Executive Director's Report.

Kral indicated that his Director's Report was contained in the agenda packet. He also wished to report on Family Care and stated that there has not been any formal announcement to date although there are a lot of rumors and conjecture but there is no clear indication as to where this is going. Kral also stated that with regard to their comprehensive community service program which is one of the premier ways of providing services to people with mental health conditions within the community, they have submitted an application to collaborate with partner counties and he felt that there was a really strong consortium and they are happy to present the proposal to the State for approval. Assuming the State approves the collaborative venture, effective July 1 the program would have no local funding attached to it.

Robinson thanked both Kral and Evans for the work they put into the recent child abuse and neglect summit and stated that it was a really good event based on a really good project. Robinson also noted that he had asked Kral previously to report on alcohol holds and he would like to know if a report can be given at the next meeting on this and Kral indicated that he would be happy to provide such a report.

Hopp thanked Kral for all of his work in the past year and a half and stated that although Kral had big shoes to fill, he has done an exceptional job and Hopp is impressed not only with Kral, but with his entire staff. Kral thanked Hopp for his kind words and also indicated that he has a lot of very talented people on his staff that has contributed to the success of the Department.

Motion made by Supervisor Haefs, seconded by Supervisor Hopp to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Financial Report for Community Treatment Center and Community Programs.

Tim Schmitt reported that the numbers contained in the agenda packet are now outdated. He continued that it appears there will be a surplus in Community Programs but he does not know if the surplus will be large enough to cover the deficit at CTC. He continued that the year started off with a fund balance of \$5.8 million dollars and assuming that Community Programs and CTC are a wash at the end of the year there would be a \$5.8 million dollar fund balance. This will be broken down and recommendations will be made to the Committee as to what they would like to reserve the fund balance for.

With regard to the CTC, figures show a deficit of \$1.2 million dollars, however the Community Program portion would cover the levy portion so from the deficit the depreciation would be subtracted. Schmitt noted that there are still some outstanding costs that may be booked to CTC for a claim that would increase the deficit by about \$600,000 and this is why he felt that the surplus at Community Treatment Center may not be large enough to offset the deficit at CTC.

Motion made by Supervisor Hopp, seconded by Supervisor Haefs to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

10. 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.**

Hospital and Nursing Home Administrator Roberta Morschauser was introduced to the Committee. She provided the Committee with details of her background in nursing management. Morschauser indicated that she has never worked with a more dynamic group of people than at the CTC and in Human Services and she is very happy to be here. Kral indicated that she has been doing a stellar job so far.

Robinson asked about the decrease in voluntary mental illness admissions as it appears they have gone down by approximately 40% from last year. Kral did not have a specific reason for this but he noted that the numbers vary because sometimes there is a disconnect in communication between his department and the Crisis Center about the importance of allowing people who are willing to come voluntarily to come voluntarily instead of through the statutory practice.

Robinson continued that he has heard some issues as to how the Crisis Center functions in terms of them sending people to Human Services or not. Kral asked Robinson to get in touch with him or Morschauser any time he hears a concern about this.

Motion made by Supervisor Haefs, seconded by Supervisor Robinson to suspend the rules and take Items 10 a – d together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Haefs, seconded by Supervisor Hopp to receive and place on file Items 10 a – d. Vote taken. MOTION CARRIED UNANIMOUSLY

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

Motion made by Supervisor Hopp, seconded by Supervisor Robinson to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

12. **Request for New Vendor Contract.**

Motion made by Supervisor Hopp, seconded by Supervisor Robinson to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Aging & Disability Resource Center

13. **Budget Status Financial Reporty for January, 2014.**

Motion made by Supervisor Robinson, seconded by Supervisor Hopp to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Health Department – No agenda items.

Syble Hopp School – No agenda items.

Veterans Services – No agenda items.

Other

14. **Audit of bills.**

Motion made by Supervisor Hopp, seconded by Supervisor Robinson to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

15. **Such other Matters as Authorized by Law.**

Hopp indicated that he has learned a lot from being on this Committee and he wished all Committee members well. He stated that he is confident in the work done by this Committee that has direct impact on people's lives.

**Motion made by Supervisor Hopp, seconded by Supervisor Haefs to adjourn at 7:01 pm. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio
Recording Secretary