

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 Monday, June 6, 2007 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin

Present: Pat Evans, Steve Fewell, Pat LaViolette, Mary Scray, Joe VanDeurzen, Chris Zabel, Guy Zima

Also Present: Diane Pivonka, Margaret Hoff, Tom Eggebrecht, Barb Natelle, Judy Frederichs, John Paul, Sunny Archambault, Jill Rowland, Karen Recka, Supervisors Jack Krueger, Tom Lund

1. **Call Meeting to Order:**

The meeting was called to order by Chairman Pat Evans at 6:35 p.m.

2. **Approve/Modify Agenda:**

Motion made by Supervisor VanDeurzen and seconded by Supervisor Scray to approve. MOTION APPROVED UNANIMOUSLY

3. **Approve/Modify Minutes of:**

- a. **Regular Meeting of May 2, 2007**
- b. **Special Meeting of May 16, 2007:**

Motion made by Supervisor VanDeurzen and seconded by Supervisor LaViolette to approve 3a & 3b. MOTION APPROVED UNANIMOUSLY

4. **Review Minutes of:**

- a. **Human Services Board (5/3/07)**
- b. **Aging & Disability Resource Center (4/26/07)**
- c. **Aging & Disability Resource Center Personnel Cmte (4/23/07)**
- d. **homeless Issues & Affordable Housing Sub-Committee (5/15/07)**
- e. **Community Options Program Appeals Cmte (5/14/07)**
- f. **Community Options Program Planning Cmte (5/14/07))**
- g. **Veterans' Recognition Sub-Committee (5/8/07)**

Motion made by Supervisor VanDeurzen and seconded by Supervisor LaViolette to receive and place on file 4a to 4g. MOTION APPROVED UNANIMOUSLY

Supervisor Fewell arrived 6:36 p.m.

Comments from the Public/Such other Matters as authorized by law:

5. None

Supervisor Zima arrived 6:37 p.m.

Communications:

6. **Communication from Supervisor Fewell re: To explore the issues related to the high Unit 7 census and consider adding appropriate staff to address this increase in census. (Held for June meeting):**

Mr. Eggebrecht pointed out that census fluctuates, with an average of 25, or a range between 15 to 35. He explained that changes to the Table of Organization to bring on a nurse was discussed with County Executive Hinz who was of the opinion he would like to have a Director hired before making any changes. Supervisor LaViolette suggested that they take the direction of the County Executive and wait until a Human Services Director is hired.

Motion made by Supervisor LaViolette and seconded by Supervisor VanDeurzen to hold until after new Director of Human Services is in place.

Supervisor Zima questioned what a new Director would have to do with any decision regarding census as it is a policy decision to be made by the County Board.

Diane Pivonka reported that as of this date 69 out of county patients have been denied admissions to Unit 7. This results in approximately \$600,000 annually in estimated gross revenue at 2 extra patients per day, however, after deducting expenses, net revenue equals approximately \$235,475.

A temporary social worker has been hired, however, there have been no applications for the RN position.

No Vote.

Motion made by Supervisor Zima and seconded by Supervisor VanDeurzen to hold until the July meeting. MOTION APPROVED UNANIMOUSLY

Supervisor Zabel arrived 6:55 p.m.

Syble Hopp:

7. **Syble Hopp School 2008 Report:**
The projected budget for the fiscal year beginning July 30th, 2007 through June 30th, 2008 was presented. Ms. Natelle pointed out errors on item #'s 353 and 381, which will be changed in the final draft.

Motion made by Supervisor VanDeurzen and seconded by Supervisor Scray to approve the budget as amended. MOTION APPROVED UNANIMOUSLY

Supervisor Fewell excused 7:08 p.m.

8. **Director's Report:**

Barb Natelle distributed "Times to Remember", the 2006-2007 year book. She explained various activities that took place during the school year.

Motion made by Supervisor Zima and seconded by Supervisor VanDeurzen to receive & place on file. MOTION APPROVED UNANIMOUSLY

Health Department:

9. **Communication via e-mail to County Board from Robert Mack, M.D. re: Public outbreak of suicides with regard to public health terms. (Referred from Public Safety Committee):**

Ms. Frederichs reported that, per a request from the Public Safety Committee, Dr. Mack's concerns regarding three suicides at St. Norbert College were investigated. That investigation discovered that the DePere Health Department had received a referral a month before Brown County, and have followed-up on the matter.

Motion made by Supervisor Scray and seconded by Supervisor LaViolette to receive and place on file. MOTION APPROVED UNANIMOUSLY

10. **2008 Budget – Table of Organization Changes:**
A request has been made to add a Public Health Sanitarian with a fiscal impact of \$68,646.

Motion made by Supervisor VanDeurzen and seconded by Supervisor Zabel to receive and place on file. MOTION APPROVED UNANIMOUSLY

11. **Budget Status Financial Report for April 30, 2007:**

Motion made by Supervisor Zima and seconded by Supervisor VanDeurzen to receive and place on file. MOTION APPROVED UNANIMOUSLY

Aging & Disability Resource Center:

12. **2008 Budget – Table of Organization Changes:**
Sunny Archambault explained that a request has been made to add a part-time Homebound Meal Worker in exchange for lowering Receptionist hours and re-class of a Nutrition Assistant with an estimated fiscal impact of \$2,272.

Motion made by Supervisor LaViolette and seconded by Supervisor Zima to receive and place on file. MOTION APPROVED UNANIMOUSLY

13. **Revenue & Expense Report for April 30, 2007:**
Ms. Archambault explained that although the budget shows dollars available in personnel expenses, hiring has now taken place meaning this budget item will be used.

Motion made by Supervisor LaViolette and seconded by Supervisor VanDeurzen to receive and place on file. MOTION APPROVED UNANIMOUSLY

Human Services Department:

14. **Request for Budget Transfer (#07-42): Increase in Expenditures with Offsetting Increase in Revenue: Transfer funds from Community Programs**

Unreserved & Undesignated Fund Balance to Mental Health Center to cover equipment, dictation system and property repairs (\$68,800):

This request is to transfer funds from the Community Programs Unreserved and Undesignated fund balance to the Mental Health Center to cover equipment, a dictation system, and property repairs.

Motion made by Supervisor VanDeurzen and seconded by Supervisor Scray to approve. MOTION APPROVED UNANIMOUSLY

15. Joint Finance Committee Update regarding Family Care:

Mr. Eggebrecht explained that Governor Doyle has worked with members of the Joint Finance Committee to develop a plan for state buy-out of the county contribution to long-term support programs as Family Care expands across the state. The plan that was approved will reduce over five years each county's contribution to no more than 22% of its Community Aids funding or the amount the county contributed to long-term support programs in 2006, whichever is less. This is similar to a plan previously proposed by the Wisconsin Counties Association and will eventually result in more than \$50 million in property tax relief for counties.

Motion made by Supervisor Zima and seconded by Supervisor Scray to receive and place on file. MOTION APPROVED UNANIMOUSLY

16. 2008 Budget – Table of Organization Changes:

Several requests have been made in Community Programs including:

- Accountant Supervisor LTD funded with waiver funds
- Director of Business Operation in exchange for deletion of an Acct. Supervisor
- Support Services Manager in exchange for deletion of an LTC A/P Supervisor
- Two Economic Support Specialist I
- .5 FTE Co-op Student
- Social Work/Case Mgr (CPT Outreach)
- Secretary – Medication Programs

Mental Health Center

- Clinical SW/Counselor/Case Mgr
- Health Unit Secretary
- MDS RN
- .5 FTE Nurse Educator

Motion made by Supervisor Zima and seconded by Supervisor LaViolette to receive and place on file. MOTION APPROVED UNANIMOUSLY

17. Mental Health Center Expanded Census and Financial Projection Scenarios:

Mr. Eggebrecht informed the committee that voluntary alcohol and drug admissions are affecting capacity at the Mental Health Center. He stated that any intent to create "social detox opportunities outside of a hospital setting" will

influence the census. Year to date there have been 42 alcohol admissions, and 7 drug admissions, in addition to police protective placements.

Relative to the question by Supervisor Zima for financial information if seven additional beds were added, Margaret Hoff reported that her review shows that estimated revenue would be \$1486,627, deducting expenses of \$617,997, for a total revenue over expenses of \$868,630. This is based on \$730 per day, which is significantly below area competition. It includes the addition of 2.8 nursing assistants, and a 1.4 RN position.

Mr. Eggebrecht explained that the increase in revenue is specific to the number of out-of county people that have been turned away year-to-date (69). To fund the in-county patients coming from community programs translates into levy, showing up as revenue here, but as expense in community programs. For the department, it is not \$800,000 of positive impact.

Ms. Pivonka added that the seven additional inpatients would represent 1/3 out-of-county, and 2/3rds from Brown County.

Information requested as relates to private pay in the nursing home was explained by Ms. Hoff. In addition, she provided information requested by Supervisor Scray related to costs allocated to the nursing facility. As of April 30, 2007, the cost per patient day is \$364.

Discussion of the presented information resulted in a request to hold for one month for further review.

Motion made by Supervisor Zima and seconded by Supervisor VanDeurzen to hold until the July meeting. MOTION APPROVED UNANIMOUSLY

18. **Mental Health Center Update & Statistics (April 2007):**

Motion made by Supervisor VanDeurzen and seconded by Supervisor Scray to receive and place on file. MOTION APPROVED UNANIMOUSLY

19. **Contract Update:**

Jill Rowland informed the committee that an RFP has been released relative to Neighborhood Resource Development. Because the RFP was over a certain dollar amount, a question was asked as to whether it should go before the Executive Committee even though it was already passed in the budget.

Mr. Eggebrecht further explained there is \$40,000 allocated in the current year budget to promote and develop neighborhood resource activities. The proposal is to make maximum awards of \$5,000 to any recipient under this solicitation.

Board Chairman Lund pointed out that County Code requires approval over \$10,000, therefore, this request should have been approved prior to releasing the RFP. Mr. Eggebrecht stated that his interpretation was that if any part of the total equaled \$10,000 or more, approval was required.

Motion made by Supervisor LaViolette and seconded by Supervisor Zima to receive and place on file. MOTION APPROVED UNANIMOUSLY

20. **Approval of Non-Continuous Service Providers:**

Motion made by Supervisor VanDeurzen and seconded by Supervisor LaViolette to approve. MOTION APPROVED UNANIMOUSLY

21. **Approval of New Contract Vendors:**

Motion made by Supervisor VanDeurzen and seconded by Supervisor Zabel to approve. MOTION APPROVED UNANIMOUSLY

22. **Bellin Psychiatric Update (April 2007):**

A report from Linda Roethle of Bellin Psychiatric Center reported they did not transfer any involuntary adolescents to other institutions, but did refuse one voluntary due to census in the month of April 2007.

Motion made by Supervisor VanDeurzen and seconded by Supervisor Scray to receive and place on file. MOTION APPROVED UNANIMOUSLY

23. **Grant Approval & Financial Request Log:**

Karen Recka reported that funding (\$10,000) was received for the Mental Health and ADOA Agreement for Child Welfare, in addition to \$10,000 for ESG.

Motion made by Supervisor Zima and seconded by Supervisor VanDeurzen to receive and place on file. MOTION APPROVED UNANIMOUSLY

24. **Budget Status Financial Report for Mental Health Center (April 2007):**

Motion made by Supervisor Zima and seconded by Supervisor LaViolette to receive and place on file. MOTION APPROVED UNANIMOUSLY

25. **Budget Status Financial Report for Community Programs (March 2007):**

Motion made by Supervisor Zima and seconded by Supervisor LaViolette to receive and place on file. MOTION APPROVED UNANIMOUSLY

In response to a question by Supervisor Haefs regarding the status of a nursing position that had been approved through the budget process as connected to the jail, Mr. Eggebrecht reported that after discussions with Captain Jack Jadin and attendance at a seminar, the conclusion is that the position should be in Human Services. A job description is being developed.

Mr. Eggebrecht presented a check for \$11,000 raised by the Brown County Children's Golf Classic which will be used by the Human Services Department for child welfare and juvenile justice.

Veterans' Department (Budget Status Financial Report for April 30, 2007.
No other agenda items.)

Motion made by Supervisor Zima and seconded by Supervisor VanDeurzen to receive and place on file. MOTION APPROVED UNANIMOUSLY

Other:

26. **Discussion of next meeting date (falls on July 4th):**
Next Meeting – Tuesday, July 3, 2007 – 6:00 p.m.
(Supervisor Scray will be excused)

27. **Audit of Bills:**

Motion made by Supervisor Scray and seconded by Supervisor Zima to approve. MOTION APPROVED UNANIMOUSLY

Motion made by Supervisor Scray and seconded by Supervisor VanDeurzen to adjourn at 8:35 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary