

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 virtually on Wednesday, April 29, 2020.

Present: Supervisor Evans, Supervisor Brusky, Supervisor Borchardt, Supervisor Sieber, Supervisor Jacobson
Also Present: Supervisors Erickson, Kaster, Lund, Schadewald, Van Dyck; Health and Human Services Director Erik Pritzl, Public Health Officer Anna Destree, Finance Manager Erik Johnson; other interested parties.

I. Call Meeting to Order.

The meeting was called to order by Senior Member Patrick Evans at 5:31 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Borchardt, seconded by Supervisor Sieber to approve the agenda. Vote taken. MOTION CARRIED UNANIMOUSLY.

III. Election of Chair.

Supervisor Borchardt nominated Supervisor Joan Brusky for Chair.

Motion made by Supervisor Sieber, seconded by Supervisor Jacobson to close the nominations and cast a unanimous ballot. Vote taken. MOTION CARRIED UNANIMOUSLY

IV. Election of Vice Chair.

Supervisor Jacobson nominated Supervisor Megan Borchardt for Vice Chair.

Motion made by Supervisor Sieber, seconded by Supervisor Evans to close the nominations and cast a unanimous ballot. Vote taken. MOTION CARRIED UNANIMOUSLY

V. Set date and time for regular meetings.

Fourth Wednesday of the month at 5:30 p.m.

VI. Approve/Modify Minutes of February 26, 2020.

Motion made by Supervisor Borchardt, seconded by Supervisor Jacobson to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public. (None) For this Virtual Meeting, the public may access this meeting via phone, internet or in-person as described above, but public communication will only be one way (audio will go out to phone users, audio and video will go out to internet users, and in-person public attendees will have access to audio and video in the Brown County Central Library Auditorium). This is based on guidance provided by the Wisconsin Counties Association (WCA) on 04-10-2020 that Virtual Meetings " ... should only allow observation and listening, not direct participation (by the public) in order to ensure an orderly meeting is held." There may be provisions for Public Comment via email, to be made part of the record, at future Virtual Meetings as circumstances and resources allow.

1. Review Minutes of:

- a. Aging & Disability Resource Center of Brown County – Nominating and HR Committee (November 14, 2019).**

- b. **Children with Disabilities Education Board (December 17, 2019 and March 17 & 26, 2020).**
- c. **Human Services Board (February 13, 2020).**

Motion made by Supervisor Evans, seconded by Supervisor Sieber to take Items 1a, b, and c together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Evans, seconded by Supervisor Borchardt to approve Items 1a, b and c. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

- 2. **Communication from Supervisor Tran re: Resolution to Provide Emergency Funding to Combat COVID-19 in Brown County. *Referred from March County Board.***

Chair Brusky understood after talking to Administration that the County Executive and County Health Officer had the power to use financial resources as needed. If they needed anything that they don't have the power for, they will come and ask for that. She appreciated this being brought forward out of concern for the county but it appeared that it was not necessary at this time.

Evans liked the communication, he felt they need to look at having a contingency fund or finding where they would have some dollars. He would like to see Administration come back and provide a game plan or a blueprint of where they would get some dollars. Additionally he wasn't really sure how long the County Executive's power went to make any sort of decisions but he did like this. Maybe a better motion would be to send to Administration to provide a blueprint.

Administration Director Chad Weininger informed at the next Admin Committee they will have a full report of the expenditures to date that had been expended for the COVID response. The money they were spending, 75% should be covered by FEMA. They were trying to work with the state to recoup the 25%. The Executive and Public Health Officer authority ran up to around the April County Board. The Health Department had some grant funds available but these expenditures would come out of the general fund until they were reimbursed by the state through the CARES Act.

Supervisor Cassandra Erickson has been volunteering every morning so she knew what was available and knew there was more that they could do. She questioned if there was information regarding the Health Department exploring opportunities for funding for hotel vouchers. Health and Human Services Director Erik Pritzl responded there was a group tasked with looking into those vouchers. They had some success through the Homeless & Housing Coalition putting those funds together to cover short term gaps, they were looking for a longer term solution besides hotel vouchers. They pursued various foundations and grant opportunities to get that.

Motion made by Supervisor Borchardt, seconded by Supervisor Jacobson to receive and place on file.

Motion made by Supervisor Evans, seconded by Supervisor Borchardt to hold for one month. Vote taken. MOTION CARRIED UNANIMOUSLY

- 3. **Communication from Supervisor Kaster re: I am requesting the following Brown County issues license fees be reduced by 50% for the 2020-2021 period (as per 2020 Brown County Budget Book; Rates and Fees) the following: (See attachments). *Referred from April 13th County Board.***

Supervisor Dave Kaster stated COVID-19 was having a huge impact on eating establishments, possibly for the rest of the year. As anticipated by the Restaurant Association and the Tavern League, 10-15% of these establishments will never open back up. He knew the board controlled the food license the county issued and asked that the fees be lowered. He knew the renewal letters would be going out soon. Some were offering carryout but he was fairly sure it didn't cover part of their current expenses and he didn't want them to get hit with a fee when many restaurants weren't serving carryout or curbside and hoping to open up soon.

Motion made by Supervisor Sieber, seconded by Supervisor Evans to take Items 3, 4 & 6 together. Vote

taken. **MOTION CARRIED UNANIMOUSLY**

4. **Communication from Supervisor Lund re: To lower restaurant fees to \$50.00 due to the effects of the Covid-19 virus. Referred from April County Board.**

Lund stated if this stretched until July they were going to lose 20-30% of these businesses. \$1,000 licensing fee seemed to be excessive right now. This was why they had a general fund, sometimes times were hard and they had to take it out for the overall welfare of the county.

5. **Communication from Supervisor Schadewald re: I would request that all committees place an agenda item of Impact of COVID-19 on those departments they oversee on their May or June committee agendas for we can see a collection of impact statements in order to better prepare for the future. Referred from April County Board.**

Motion made by Supervisor Sieber, seconded by Supervisor Borchardt to add a standing item regarding fiscal impact due to COVID-19. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Communication from Supervisors Schadewald and Borchardt re: This is our request to have these committees and administration review the potential for reduction of licensing and other fees for those businesses negatively affected by the COVID-19 pandemic. Referred from April County Board.**

Schadewald stated they will examine all fees, their fiscal impact on the county, at the next Administration Committee. He was trying to provide more transparency as to what fees, where they go to and what they cost the county. However, some of their fees were set by the state and they would have to talk to their Wisconsin legislatures. If they lowered their fee, they will subsidize the state out of the general fund and that didn't make sense to him, pay the state for their fees and take a loss at the county when asking them for help in the first place. Some of the bar fees were set by municipalities.

Sieber was curious the total revenue the fees and licenses brought in. He questioned when the billing went out. Which fee was state passed through fees and which went strictly to the county?

Pritzl informed the license fees were budgeted at \$1,047,181.00, reduced at 50% would be \$523,590.00, reduced and savings to businesses would be there. If they capped all licensing fees at \$50 the revenue would be \$150,502. Fees themselves were due July 1st and they know from the Department of Agriculture, Trade and Consumer Protection (DATCP), they could make a policy decision to extend that due date into December and provide additional time for operators to pay and see how this affects their business when we start to open up again and they can do it without assessing late fees, follows what the state has done with their establishments.

Public Health Officer Anna Destree informed the state had their own fees and typically \$60,000 a year went back to DATCP.

As a small business owner, Sieber would like to see postponing the due date and work on reducing the fees at least by 50%.

Kaster appreciated the comments and insight. He could appreciate delaying the due date but it could make the decision whether to open again or not. He didn't believe it was something they could wait on, it could be quite a while before businesses are back to their full potential, if they ever come back. If they close, they won't get any fee out of them anyway.

Schadewald stated under the Executive order they could recommend but the County Executive had the power, and so did the Administration, as directed to change the fees without committee approval. Director Weininger informed the committees had oversight over the fees, when they had a reduction of revenue in that volume, there was no realistic way the Health Department will absorb that fee within their structure without laying off all their staff, therefore it would require an appropriation from either the general fund or contingency. The contingency did not have a half million or a million so it would have to come out of the general fund. The motion needed to go to Administration Committee before the County Board could take action on it.

Motion made by Supervisor Evans, seconded by Supervisor Jacobson to delay the sending of fee letters out until December and a request of a 50% reduction in fees as it pertains to the Health and Human Services Fees and forward to Administration Committee. Vote taken. MOTION CARRIED UNANIMOUSLY

Borchardt asked to amend to waive late fees. Evans didn't want to waive them just yet.

Wind Turbine Update

7. Receive new information – Standing Item.

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

Resolutions & Ordinances

8. 2019 Balanced Budget Adjustment.

Director of Administration Chad Weininger briefly spoke to this item.

Motion made by Supervisor Sieber, seconded by Supervisor Borchardt to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

Health & Human Services Department

9. Executive Director's Report.

Director Pritzl stated it was an unprecedented time in Health and Human Services. It was important to note that the past 7-weeks he was largely in the role of the COVID-19 response of Brown County working with a lot of department staff and external people to try and get this response moving in the right direction. He recognized their Senior Level Administrators, Community Services Administrator Jenny Hoffman, CTC Nursing Home and Hospital Administrator Samantha Behling, Finance Manager Erik Johnson and Public Health Officer Anna Destree, for keeping things going while he was pulled in a completely different direction. They had a lot of activity with water levels rising and they had to make some changes abruptly and jump in and support some flooding activity. They had the perfect event within an event, something they had been talking about as a possibility for a while, a flood within a pandemic which took their plans they had and turned them upside down in a different way.

Their response to COVID-10 focused on four areas: testing, contact tracing, isolation quarantine and establishing a logistics section and warehouse function, serving community partners with response obligations regarding personal protection equipment needs, all which he briefly touched on. During all this was the continued message and effort by Public Health to engage in how they stop the spread, the Safer at Home messages, the personal hygiene messages, all the ways to flatten the curve and that was still continuing through this whole process.

Responding to Borchardt, there was a CDC team in Brown County looking at overall COVID-19 responses and went to various sites in the county and analyzed data and trends. The CDC had been on site at testing locations with different businesses they were looking at. He hadn't been part of conversations with OSHA. He knew their team had a call with a number of agencies and they could have been part of that but he did not participate. Evans questioned if CDC had a report as to what they were doing in Brown County, what completely transpired? Pritzl responded at this time he could not answer what that end process looked like for them, he would assume there would be some sort of closing debrief report. Something that would give an idea of what their findings were or identifying needs.

Evans questioned who the main contact was at the Health Department? He felt they had to have a solid face, someone who could answer questions, and he didn't see a main contact. Pritzl appreciated the feedback, they created a joint messaging information system and identified a single spokesperson. It was Ted Shove originally, now Claire Paprocki had been handling those duties more recently.

Evans spoke to his disappointment in the lack of outreach to the Latino community. Pritzl informed they

talked recently about how to increase and improve that messaging, they received a lot of good feedback and direction on which outlets to use. Going forward he felt they will see improvements in that area, it was something they agreed they could ramp up.

Responding to Sieber, the CDC was helping with the analysis of data and seeing if there were any other spots that they needed to pay attention to. Pritzl felt they were always going to look at where populations crossed. Another place they will always pay attention to were long term care settings. As far as a specific industry in the moment, they were going to assess and analyze. Get ideas of where they could do some focus testing and work with partners on testing certain places.

Sieber questioned their plan in place if a number of COVID-19 patients required hospitalization and required ventilators. Pritzl had a number of calls with the healthcare systems, it was a topic of discussion and they developed plans early on to identify how they could meet the need should it come, taking advantage of current beds as well as how they could take other units to treat patients. Hospitals had put together surge plans and were willing to activate or use those when needed. He had not been alerted to a hospital or ICU bed issue at this time. They had been able to manage what they needed to so far.

Destree felt one way to support public health and the efforts going on was to encourage the Safer at Home message.

Schadewald felt the decision to put a public spoke person was something they will revisit but for their first pandemic, he was glad Pritzl and Destree spent their hours working on the front line. When talking about messaging, it wasn't as simple as a public service announcement, they needed translators and in these kind of situations, they needed to have more things scripted in more languages and they needed to know the contacts, the leaders in those communities and that was part of the job as County Board members and leaders in their districts. He agreed with Destree, they all needed to keep doing it and relay it and using as lessons learned.

Lund felt at first their communication was lacking. In the last week they stepped it up and got more information out the public and he'd like to see that continue, they need to be very transparent as to what was happening. He agreed, they needed to get the info out to the various groups in the community so they can keep the spikes from occurring.

Destree wanted to point out that as the cases rise, it wasn't necessarily because the outbreaks were increasing, and they were testing more. Doing a lot more than counties around them. By nature they will see the cases rise in Brown County. It was a result of the efforts they were doing there.

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

10. Financial Report for Community Treatment Center and Community Services.

Finance Manager Eric Johnson provided a brief update on the March Year to Date Financial Results. Both CTC and Community Services show revenues and expenses very close to budget through March. He'll have a more detailed report in next month's packet.

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

11. Statistical Reports.

a) Monthly CTC Data.

- i. Bay Haven Crisis Diversion.**
- ii. Nicolet Psychiatric Center.**
- iii. CTC Double Shifts.**

b) Child Protective Services – Child Abuse/Neglect Report.

c) Monthly Contract Update.

Motion made by Supervisor Sieber, seconded by Supervisor to take Items 11a, b & c together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Evans, seconded by Supervisor Sieber to receive and place on file Items 11a, b & c. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Request for New Non-Contracted and Contract Providers.

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

Other

13. Audit of bills.

Motion made by Supervisor Evans, seconded by Supervisor Sieber to acknowledge receipt of the paid bills. Vote taken. MOTION CARRIED UNANIMOUSLY

14. Such other Matters as Authorized by Law.

Supervisor Borchardt congratulated Erik Pritzl on his 5-year work Anniversary.

15. Adjourn.

Motion made by Supervisor Sieber, seconded by Supervisor Borchardt to adjourn at 7:48 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Administrative Coordinator