

**PROCEEDINGS OF THE BROWN COUNTY**  
**HUMAN SERVICES COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a special meeting of the **Brown County Human Services Committee** was held on Wednesday, August 24, 2022 in Room 200, Northern Building, 305 E. Walnut St., Green Bay, Wisconsin.

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**Present:** Chair Emily Jacobson, Vice-Chair Megan Borchardt, Supervisor Pat Evans, Supervisor Patrick Hopkins, Supervisor Barbara Avery

**Also Present:** ADRC Director Devon Christianson, Public Health Officer Anna Nick, HHS Executive Director Jeremy Kral, Finance Director Eric Johnson, Community Services Administrator Jenny Hoffman, ADRC Chair Randy Johnson, and other interested parties

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I. **Call Meeting to Order.**

The meeting was called to order by Chair Emily Jacobson at 5:30 p.m.

II. **Approve/Modify Agenda.**

**Motion made by Supervisor Borchardt, seconded by Supervisor Hopkins to modify the agenda to combine Items 3 & 4. Vote taken. MOTION CARRIED UNANIMOUSLY**

III. **Approve/Modify Minutes of July 27, 2022.**

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

**Comments from the Public.** None.

1. **Review minutes of:**

- a. **Ageing & Disability Resource Center Board of May 26, 2022.**

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

- b. **Human Services Board of April 14 & June 9, 2022.**

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

**American Rescue Plan Act (ARPA)**

2. **Discussion and Review of ARPA Requests. *Held for a month.***

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

3. **Resolution Appropriating Second Round of American Rescue Plan Act (ARPA) Funds for Specific Projects.**

Director of Administration Chad Weininger informed ARPA requests will go through all committees and then to the full Board and then Administration will start working on the projects after approval. Human Services Committee still has roughly \$486,885.60 to be allocated and the recommendation of Administration is to remove the ADRC kitchen from the ARPA requests and place it in the 6-Year CIP for 2023 in the amount of \$3 million dollars to be covered by sales tax. It was noted the price of the project has grown since it was originally proposed due to construction inflation and, further, they are still looking

for a home for the kitchen. This would free up roughly \$2.4 million dollars in ARPA funds for other requests.

ADRC Director Devon Christianson would like as much time and flexibility as necessary to see the project through to fruition. Supervisor Evans supports this and appreciates the total going up to \$3 million dollars. He suggested Christianson come back to the Committee with a timeline and information as to who is working on this and where it may be located. Weininger informed Facilities will be working on this but the new Facilities Director is not starting until the end of September. They are looking at a number of locations and weighing options. Further, the operational part has to be figured out along with the capital part and this all takes time. Christianson will have to come before the Committee for final approval of the project so there are a number of areas for oversight.

ADRC Board Chair Randy Johnson noted they have conversations on this at almost every one of their Board meetings and he has been involved throughout the process. They are looking at a 30 year project that is going to deliver a lot of meals to the community.

Motion made by Supervisor Evans, seconded by Supervisor Hopkins to remove the ADRC Central Kitchen funds for \$2.4 million from the ARPA resolution and place it in the 2023 Six-Year CIP for \$3,000,000. Vote taken. MOTION CARRIED UNANIMOUSLY

Evans clarified the remaining ARPA funds for the Human Services Committee is \$2,886,000 and that will stay with Human Services. Weininger said that is correct and he is not looking to use the funds for anything else.

Health and Human Services Executive Director Jeremy Kral referenced the HVAC and negative pressure room projects that were previously approved and noted they will likely be impacted as a result of construction cost inflation. He also referenced the current \$100,00 allotment for community grants and informed his recommendation is to eliminate the \$100,000 for community grants and instead make it a contingency for the HVAC and/or negative pressure room projects.

**Motion made by Supervisor Evans, seconded by Supervisor Hopkins to approve the ARPA requests as amended. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Motion made by Supervisor Evans, seconded by Supervisor Borchardt to have this item held until next meeting for discussion and possible action regarding further ARPA allocations. Vote taken. MOTION CARRIED UNANIMOUSLY**

## **Resolutions & Ordinances**

### **4. Resolution Adopting Brown County's 2023 Six-Year Capital Improvement Plan.**

Weininger briefly spoke to the CIP projects outlined in the agenda attachment. The 2023 projects are still committed to the last sales tax. The general obligation debt elimination has been struck as that is not a CIP project; it is just part of this to have a larger discussion. Weininger continued that the County Clerk had a half million dollars in ARPA funds for an office remodel but it is the intent to do a countywide facilities study when the new Facilities Director comes in to find out where the county really is at and the County Clerk understands this. In addition, there will be another comprehensive look related specifically to energy usage. Before money is allocated for 2024 and 2025, there should be an honest discussion as to what the facility needs really are.

Weininger also talked about the Expo Hall and Veterans Memorial grounds and said in order for cash flow to fit in the ADRC kitchen and one other change, those were broken up into 2023 and 2024 which meets the county's need to make good on the pledges. The ADRC kitchen was listed at \$3 million dollars in 2023. Farm grants were taken out as they do not qualify. One of the larger issues has been the courthouse single point entry and the downtown jail replacement. Weininger informed \$1.9 million dollars has been set aside for single point entry at the courthouse and it is the hope to get a better idea about courthouse security as the facility study is done.

Weininger concluded by reminding that this is a living document which does not bind the county to anything.

Evans asked if the \$121,920,682.00 will be included in the 2023 budget. Weininger responded the majority of the projects will be ARPA funded and there are also donations and other sources as well as grants and explained the approval process for the projects as well as the sales tax collections.

**Motion made by Supervisor Hopkins, seconded by Supervisor Avery to approve as amended. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### Aging & Disability Resource Center

**5. Director's Report.**

Christianson provided the September 2022 ADRC Magazine which can be viewed online here:

<https://adrcofbrowncounty.org/adrc-magazine>

Christianson called attention to a time slips project ADRC will be working on with creative writing students from UWGB. The purpose is for older people to tell their stories and connect with intergenerational college students to help in the reduction of isolation and loneliness. Christianson also informed the ADRC will part of a state pilot program to help identify levels of isolation and loneliness and interventions that may be supportive to that and they will be working with Casa Alba on this.

Christenson continued that the State Bureau on Aging and Disability Resources are using their ARPA funds to create a new statewide website and toll free number for the entire state and this will also include a live chat feature to connect people to ADRCs across the state. They will be hiring several regional resource specialists that will be working on a new database for the state for all ADRCs to use. There will still be local resource people to make sure all data is current on the database.

Christenson noted the ADRC has been talking a lot about the future and each Board member presents a signal or trend they see at each meeting so the organization can be informed and plan for the future and she shared an example from a Board member regarding adults with autism.

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

#### Veterans

**6. Budget Adjustment Request (22-127): Any increase in expenses with an offsetting increase in revenue.**

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

**7. Director's Report.**

Supervisor Borchardt commented that everyone who worked at Veterans Appreciation Day at the Fair did a lovely job and they had a great speaker.

Jacobson informed there will be a Veterans Treatment Court graduation on August 26 at 10:00 am at the veterans monument outside the Resch Expo.

**Motion made by Supervisor Evans, seconded by Supervisor Hopkins to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

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**8. Director's Report. *No report, no action needed.***

#### Health & Human Services Department

**9. Appointment of Citizen Participation Plan Ad Hoc Committee for CDBG Grant.**

Kral informed this proposed committee membership is required by the grant funding source. The creation of the ad hoc committee was approved by the County Board in April 2021 and the plan requires that the Chair of the Human Services Committee put forward a slate of committee members to be approved by the Committee. Kral has recommended a group that can serve in this capacity and he has talked about this with Chair Jacobson.

Kral continued that the Human Services Board meets the criteria that the public participation ad hoc committee needs to entail. The recommendation from the department would be to appoint the membership of the Human Services Board to the citizen participation plan ad hoc committee.

**Motion made by Supervisor Avery, seconded by Supervisor Borchardt to approve the appointment of Supervisor Tom Lund, Jean Marsch, Laura McCoy, Leslie Ousley, Supervisor Randy Schultz, Michael Conley-Kuhagen and Kathryn Dykes to the Citizen Participation Plan Ad Hoc Committee for CDBG Grant. Vote taken. MOTION CARRIED UNANIMOUSLY**

**10. Programming and Activities Provided to Clients/Residents at Community Treatment Center. *Held for a month.***

**Motion made by Supervisor Evans, seconded by Supervisor Hopkins to hold until next meeting. Vote taken. MOTION CARRIED UNANIMOUSLY**

**11. Executive Director's Report.**

Kral spoke to the written report provided in the agenda packet and highlighted some of the points including budget development which is well underway. They are working very hard to bring forward a financially responsible budget that advances the mission and serves the community. Recruitment and retention of various staff roles remains challenging and it has been especially difficult to recruit people with healthcare licenses. Kral noted that although they would love to be fully staffed, Brown County is far better off than some of the neighboring counties and he has been approached by some of them looking to see if any help would be available to them. HHS has offered some technical assistance to these counties instead of hands on staff to help them work through their problems and consider some creative solutions.

**Motion made by Supervisor Hopkins, seconded by Supervisor Evans to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**12. Financial Report for Community Treatment Center and Community Services.**

Evans questioned the census which seems to be down somewhat year to date. Kral informed the average daily census last year at this time was 10.2, compared to 9.9 for this year which is a relatively small variance. This is on the radar and they do have a plan in place to be sure they are working to serve Brown County residents at Nicolet as opposed to other psychiatric facilities.

Finance Manager Eric Johnson added that the report in the agenda packet is through June and very solid for CTC. Community Services was at an unfavorable variance but a favorable adjustment in June brought it up to break even. It is expected Community Services will continue to run unfavorably and the year may end unfavorably due to the purchase services challenges for correctional facilities and state mental health stays, but there are plans in place to do as much as possible in regard to this.

**Motion made by Supervisor Evans, seconded by Supervisor Hopkins to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**13. Statistical Reports.**

**a) Monthly CTC Data.**

- i. Bay Haven Crisis Diversion.**
- ii. Nicolet Psychiatric Center.**
- iii. Bayshore Village (Nursing Home).**
- iv. CTC Double Shifts (June & July 2022).**

- b) Child Protective Services – Child Abuse/Neglect Report.
- c) Monthly Contract Update.

Motion made by Supervisor Borchardt, seconded by Supervisor Hopkins to suspend the rules to take Items 13a-c together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Evans, seconded by Supervisor Hopkins to receive and place on file Items 13a-c. Vote taken. MOTION CARRIED UNANIMOUSLY

14. Request for New Non-Contracted and Contracted Providers.

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

Closed Session

15. Closed Session – Discussion and Possible Action Regarding a Health and Human Services Contracted Service Provider.

- a. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding the Brown County Human Services Committee going into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(f), for purposes of considering financial, medical, social or personal histories of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations;

Motion made by Supervisor Evans, seconded by Supervisor Hopkins to enter into closed session @ 6:37 p.m. Roll Call Vote Taken: Ayes: Evans, Hopkins, Avery, Borchardt & Jacobson. MOTION CARRIED UNANIMOUSLY

- b. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1), the Brown County Human Services Committee shall convene into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(f), for purposes of considering financial, medical, social or personal histories of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; and

Motion made by Supervisor Evans, seconded by Supervisor Hopkins to enter into closed session @ 6:37 p.m. Roll Call Vote Taken: Ayes: Evans, Hopkins, Avery, Borchardt & Jacobson. MOTION CARRIED UNANIMOUSLY

- c. Reconvene into Open Session: The Brown County Human Services Committee shall reconvene into Open Session for possible action regarding a Health and Human Services Contracted Service Provider. *Held for a month.*

Other

16. Audit of bills.

Motion made by Supervisor Hopkins, seconded by Supervisor Borchardt to acknowledge receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

17. Adjourn.

Motion made by Supervisor Hopkins, seconded by Supervisor Evans to adjourn at 7:04 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,  
Alicia Loehlein, Legislative Specialist