

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, February 23, 2011 in Room 200, Northern Building 305 East Walnut Street, Green Bay, Wisconsin

Present: Carole Andrews, Jesse Brunette, Pat Evans, Steve Fewell,
Pat Moynihan, Pat LaViolette
Excused: Pat Wetzel
Also Present: Brian Shoup – Executive Director Human Services Dept
Tim Schmitt, Jenny Hoffman, Tim Schmitt, Jean O’Leary
Ellen Sorenson, Debbie Klarkowski
Judge Don Zuidmulder, Beth Robinson-Drug Court Coordinator
Other Interested Parties

I. **Call Meeting to Order:**

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

II. **Approve/Modify Agenda:**

Motion made by Supervisor Andrews and seconded by Supervisor Brunette to approve the agenda. MOTION APPROVED UNANIMOUSLY

III. **Approve/Modify Minutes of January 26, 2011:**

A change was made to page 3, #7, paragraph 2, regarding the Director’s report on Electronic Medical Records to read: “Mr. Shoup added that interoperability of 95% will be achieved through the use of interfaces, which is federally compliant”.

Executive Hinz pointed out that Captain Jeff Sanborn’s name was misspelled. (it is not Sandborn).

Motion made by Supervisor Brunette and seconded by Supervisor Andrews to approve the minutes as modified. MOTION APPROVED UNANIMOUSLY

Comments from Public:

Report from Human Services Chair, Patrick Evans:

1. **Review Minutes of:**

- a. **Aging & Disability Resource Center (January 27, 2011)**
- b. **Children with Disabilities Education Board (January 26, 2011)**
- c. **Community Options Program planning Committee (January 24, 2011)**
- d. **Human Services Board (January 13, 2011)**
- e. **Veterans Recognition Subcommittee (12/7/2010 & 2/8/2011)**

Motion made by Supervisor Andrews and seconded by Supervisor Fewell to receive and place on file 1a – 1e. MOTION APPROVED UNANIMOUSLY

Drug Court:

2. Update on Drug Court by Judge Zuidmulder:

Judge Don Zuidmulder and Drug Court Coordinator, Beth Robinson, updated the committee on the status of the Drug Court Program. Judge Zuidmulder indicated that the program will have its second graduate in April. There are presently 10 active participants, two pending, with a goal of 12 to 15 total. He stated the program has gone through a learning curve after consideration of participant's issues and it has been determined that the goal is to have sober, productive citizens.

Zuidmulder addressed a possible Veterans Court in Brown County, stating that he, Tom Hinz, Judge Kelley, Jed Neuman, and Jerry Polus, Veterans Administrator, are planning a trip to Tulsa in March to visit a Veterans Court and its operation. Zuidmulder estimates that a Veterans Court can operate in Brown County at no cost using volunteers and the present Veterans Administration staff.

A request was made for Drug Court Coordinator, Beth Robinson, to attend the Wisconsin Association of Treatment Court Professionals Conference in Wisconsin Rapids at a cost of \$469. He pointed out that Ms. Robinson has spent \$642 in personal funds for certification. The consensus of the committee was to approve.

(Supervisor Moynihan arrived 6:12 p.m.)

Zuidmulder informed the committee that Drug Court is held every Friday at 2 p.m. At 1 p.m., there is discussion regarding the cases that will be processed and he invited committee members to attend.

Motion made by Supervisor Andrews and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY

Carry-Overs:

3. Health & Human Service Division 2010 to 2011 Carryover Fund:

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

Human Services Dept:

4. Executive Director's Report:

Director Brian Shoup highlighted the following:

- Family Care –Staff is working on the 2012 & 2013 budget. In the first year focus will be on children's services.
- Psychiatrist-CTC – As there has been no success in finding a psychiatrist, It is planned to retain a search firm for this purpose. Estimated cost is in the \$40,000 to \$50,000 range. Supervisor Brunette asked where the dollars would come from and Tim Schmitt indicated he is looking for cost savings in other areas which can be transferred. He stated there will be no levy impact.

The Human Resources Department is involved with this task and a firm is being considered through a referral from Bellin Hospital.

- CTC Census – Has been down the first two months of this year both with Brown County residents and out-of-county residents. Shoup indicated staff will be watching to see if this is a trend and may look at the possibility of more diversion beds.

Motion made by Supervisor Brunette and seconded by Supervisor LaViolette to receive and place on file.

MOTION APPROVED UNANIMOUSLY

5. Report on Electronic Medical Records (EMR) Selected Vendor and Financing:

Tim Schmitt reported that contracts have been executed for the EMR system. He expects implementation to occur at the end of March.

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

6. Action on Proposal Transferring Fraud Investigation Sheriff 's Office:
See Resolution #13 below.

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

7. Financial Report for Community Treatment Center and Community Programs:

Mr. Schmitt reported staff is in the process of closing out 2010. He is forecasting a deficit of \$800,000 in Community Programs. A budget adjustment follows on the agenda (#14).

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

8. Community Treatment Center Update:

A deficit of \$468,000 is forecasted. Combined program deficit (CTC & Community Programs) is forecast at \$1.26 million.

Motion made by Supervisor Moynihan and seconded by Supervisor Andrews to receive and place on file. MOTION APPROVED UNANIMOUSLY

9. Monthly Inpatient Data – Community Treatment Center and Bellin Psychiatric Center:

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

10. **Approval for New Non-Continuous Vendor:**

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

11. **Request for New Vendor Contract:**

Motion made by Supervisor Moynihan and seconded by Supervisor Andrews to approve. MOTION APPROVED UNANIMOUSLY

12. **Monthly Contract Update:**

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

13. **Budget Adjustment Request (#11-17): Interdepartmental Reallocation or Adjustment (including reallocation from the County's General Fund):**

This budget adjustment accounts for the transfer of 10 months of revenues and expenses for one fraud investigator to the Sheriff's Department.

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

14. **Budget Adjustment Request (#10-182): Increase in expenses with offsetting increase in revenue:**

Increase in expenses, revenue, and fund balance is applied to accounts to cover projected deficits in various accounts due to additional use of children's waivers and chronically mentally ill.

Motion made by Supervisor Andrews and seconded by Supervisor Fewell to approve. MOTION APPROVED UNANIMOUSLY

15. **Resolution regarding change in Table of Organization Human services Department (delete Welfare Fraud Investigator) Sheriff's Department (add Sergeant):**

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

16. **Initial Resolution authorizing the Issuance of Not to Exceed (\$15,750,000) Corporate Purpose General Obligation Bonds or Notes of Brown County, WI in on one or more series at one or more times;**

Motion made by Supervisor Fewell and seconded by Supervisor Andrews to approve. MOTION APPROVED UNANIMOUSLY

- a. **Financial/Human Services Management System Electronic Medical Records (EMR) Initial Resolution authorizing General Obligation Bonds in an amount not to exceed \$1,850,000.00:**

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

Aging & Disability Resource Center – No Agenda Items

Health Department – No Agenda Items

Syble Hopp – No Agenda Items

Veterans' Services – No Agenda Items

Other:

17. **Audit of Bills:**

Motion made by Supervisor Andrews and seconded by Supervisor Fewell to approve audit of bills. MOTION APPROVED UNANIMOUSLY

Motion made by Supervisor Brunette and seconded by Supervisor Moynihan to adjourn at 6:45 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted:

Rae Knippel,
Recording Secretary