

**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, January 26, 2011 in Room 200, Northern Building 305 East Walnut Street, Green Bay, Wisconsin

Present: Carole Andrews, Jesse Brunette, Steve Fewell, Pat Moynihan,
Pat LaViolette, Pat Wetzel

Excused: Pat Evans

Also Present: Brian Shoup – Executive Director Human Services Dept
Tim Schmitt, Jenny Hoffman
Sunny Archambault, John Luetscher, Tom Hinz
Sharla Baenen – Bellin Hospital

I. **Call Meeting to Order:**

The meeting was called to order by Vice-Chairman Carole Andrews at 6:00 p.m.

II. **Approve/Modify Agenda:**

Items were taken out of order, although shown in proper format here.

Motion made by Supervisor Fewell and seconded by Supervisor LaViolette to approve the agendas modified. MOTION APPROVED UNANIMOUSLY

III. **Approve/Modify Minutes of December 22, 2010:**

Motion made by Supervisor Fewell and seconded by Supervisor Wetzel to approve the minutes. MOTION APPROVED UNANIMOUSLY

Comments from Public:

Report from Human Services Chair, Patrick Evans:

Chairman Evans was excused from this meeting.

1. **Review Minutes of:**

a. **Human Services Board (10/14/10, 11/11/10, & 12/9/10:**

Motion made by Supervisor Fewell and seconded by Supervisor Wetzel to receive and place on file. MOTION APPROVED UNANIMOUSLY

Communications:

2. **Communication from Supervisor Evans re: To address concerns with the Brown County Sheriff's Department and local Law Enforcement Agencies on the EM-1 placement of patients as it relates to the Crisis Center and the Community Treatment Center. Additionally to develop a county-wide plan for all Law Enforcement Agencies to abide by with accordance to enhanced safety and efficiency procedures. *Held for one month.***

Motion made by Supervisor Wetzel and seconded by Supervisor LaViolette to hold for one month. MOTION APPROVED UNANIMOUSLY

Aging & Disability Resource Center:

3. **Resolution re: To authorize Aging & Disability Resource Center to purchase commercial building at 331 South Adams Street, Green Bay, Wisconsin.
*Motion at Facility Master Plan Sub-Committee: To approve:***

Sunny Archambault explained that because Brown County will enter into a Long Term Care District (Family Care) in 2012, the workload of the ADRC is expected to increase as it relates to financial screening which will require additional staff and space.

It is recommended that a commercial building listed for sale at 331 South Adams for \$345,000 be purchased for this use. The property has 12 parking spaces, is one-story, and would meet the needs of the ADRC. The building will also be used for packaging and organizing homebound meals. Ms. Archambault indicated that ADRC has planned for this expansion and has saved sufficient funds to cover the purchase.

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

Human Services Department:

4. **Budget Adjustment Request (#10-176): Transfer of funds to cover deficits in Salaries and Fringe Benefits:**

This budget request is to transfer funds to cover deficits in salaries and fringe benefits. The majority of the offset is from revenue accounts due to increased hospital census and collections which are projected to exceed budget.

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

5. **Executive Director's Report:**

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

6. **Introduction – Sharla Baenen, President of Bellin Health Psychiatric Center-Green Bay:**

Sharla Baenen, replacement for Linda Roethe, as President of the Bellin Health Psychiatric Center was introduced. Ms. Baenen gave her background, stating that she will be working with Mr. Shoup and others to develop a regional/community relationship.

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

Tim Schmitt reported that three proposals have been analyzed in relation to the EMR project and as a result a contract has been executed with Net Smart. Other proposals came from Meditech and from EPIC. Mr. Schmitt explained that because of the uniqueness of the Community Treatment Center and the areas it covers, vendors who could provide software for all areas was difficult. Net Smart partnered with a company known as ADL to provide a solution for the nursing home, along with

a company called Orchard who can provide lab services. These combined solutions will cost \$1.25 million dollars which includes first year licensing fees.

Mr. Shoup added that interoperability services will be provided through the use of interfaces by EPIC in the range of 90-95% which is legally acceptable.

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

8. **Action on Proposal to Transfer Fraud Investigation from Human Services to the Office of Sheriff (Documentation to follow):**

a. **Joint Presentation with Sheriff Gossage and Brian Shoup**

Brian Shoup and Captain Jeff Sandborn of the Brown County Sheriff's Department addressed the committee regarding the proposal to transfer fraud investigation from the Human Services Department to the Office of the Sheriff.

Captain Sandborn reported that a Detective Sergeant has been asked to handle fraud cases and has already begun. Captain Sandborn stated he was surprised by the magnitude of the cases, that caseloads are in the 600 per employee range.

Jenny Hoffman of the HS Department indicated that in a short time, the Sheriff's Department has had success with the cases assigned and benefits have been reduced in 7 of 8 assignments.

Director of Human Services, Brian Shoup, explained that the actual paperwork to be approved has been delayed. He noted it was his impression that procedures would be ready for the agenda, however, an HR analyst assigned was out ill for five days and therefore, there is no paperwork ready.

Board Attorney Mohr has indicated that since there is no resolution or documentation, action will have to be postponed. Corporation Counsel, John Luetscher, however opined that the agenda item was sufficiently detailed and could be acted on.

Although the committee was ready to give their approval of the proposal, further discussion resulted in the consensus to postpone approval until the proper documentation is available.

Motion made by Supervisor Fewell and seconded by Supervisor Moynihan to refer to Corporation Counsel for legal opinion.

MOTION APPROVED UNANIMOUSLY

(Supervisor Fewell excused 6:23 p.m.)

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

Mr. Shoup indicated that Mr. Schmitt will be providing this report monthly.

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

10. **Community Treatment Center Update:**

Mr. Shoup reported that in addition to other incidents, a suicide attempt was reported during the last period. The incident was critiqued and protocols were found to have been followed.

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

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

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

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

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

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

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

14. **Monthly Contract Update:**

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

Health Department – No Agenda Items

Syble Hopp – No Agenda Items

Veterans' Services – No Agenda Items

Other:

15. **Audit of Bills:**

Motion made by Supervisor Moynihan and seconded by Supervisor Brunette to approve audit of bills. MOTION APPROVED UNANIMOUSLY

Motion made by Supervisor Wetzel and seconded by Supervisor Moynihan to adjourn at 6:52 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted:

Rae Knippel,
Recording Secretary