

**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, July 28, 2010 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin.

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**Present:** Pat Evans - Chairman, Carole Andrews – Vice Chair, Steve Fewell,  
Pat Moynihan  
**Excused:** Jesse Brunette, Pat LaViolette, Pat Wetzel  
**Also Present:** Brian Shoup, Bonnie Phernetton, Angela Steuck, Sarah Inman,  
Tom Martin, Mary Johnson, Tim Schmitt, Judy Friederichs, Chua Xiong,  
Sunny Archambault

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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 Fewell to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.***

III. Approve/Modify Minutes of June 23, 2010.

***Motion made by Supervisor Andrews and seconded by Supervisor Moynihan to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.***

**Comments from Public** – None.

**Report from Human Services Chair, Patrick Evans**

1. Review Minutes of:

- a. Children With Disabilities Education Board (May 26, 2010)
- b. Aging & Disability Resource Center of Brown County Board (June 24, 2010)

***Motion made by Supervisor Fewell and seconded by Supervisor Anderson to receive Items 1a and 1b, and place on file. Vote taken. MOTION CARRIED 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 Fewell and seconded by Supervisor Moynihan to hold for one month. Vote taken. MOTION CARRIED UNANIMOUSLY.***

**Human Services Dept**

3. Update on Healthy Families Program from Family Services of Northeast Wisconsin.

Bonnie Phernetton, Program Manager for the Healthy Families Program; Angela Steuck, Vice President of the Healthy Families Program; and Sarah Inman, Brown County United Way; were invited forward by Supervisor Evans.

Phernetton explained that the previous year the staff of the Healthy Families Program had realized that they should take it upon themselves to give a midyear update to the committee regarding the status of the program to show how county tax dollars are being spent.

Healthy Families is an intensive, home-visitation program serving families with small children that are at high risk for abuse and neglect. The main goal of the program is to recognize at risk kids as early in life as possible. For that reason, a child must be under 3 months of age to qualify. Phernetton explained that with the help of the United Way and the Community Partnership for Children, the program targets prenatal mothers and new mothers with first time births at the hospital for assessment.

Supervisor Andrews inquired as to what criteria is used in assessments for entry into the Healthy Family Program. Phernetton listed the following: age, socialization, alcohol/drug use, mental health issues, criminal record, history of abuse or neglect in parents' childhoods, knowledge of child development expectations, income and resources, as well as social supports. Andrews also questioned what is done for families that are turned away do to lack of openings in the program. Phernetton answered that through the Community Partnership for Children, they have been able to refer quite a few people to the Fort Howard and Howe Resource Centers.

***Motion made by Supervisor Andrews and seconded by Supervisor Moynihan to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.***

*(Items no. 4 & 5 taken together)*

4. Director's Report.

5. EM1 Update.

Brian Shoup, Human Services Executive Director, informed that he is currently working on the 2011 budget and that this would be taking up much of his time from now through November. He also reported that he supports the Healthy Families Program and feels that it is a great front-end investment.

Shoup explained that problems that are currently being faced at the Community Treatment Center are due to the bypassing of crisis assessment. Crisis assessment allows CTC staff to divert patients who would otherwise be wrongly placed in the center to the correct facility. Shoup met with Tom Martin, President and CEO of N.E.W. Family services, and solicited a modified proposal to develop a full-mobility crisis response to EM1s based on the County's contract with Family Services and their crisis center. He had asked that they adapt their crisis program to allow them to do assessments on location where possible. This would include on location with the police officer, at any of the other emergency rooms in the area and also at

the Community Treatment Center. As part of this, he also requested that there be transportation available to transfer patients that have been inappropriately placed to the correct facility. Shoup shared with the committee that he felt that this was the best and most sustainable solution to the CTC's inundation with improperly placed patients.

Shoup informed that Tom Martin had responded with a proposal that addresses all present concerns. An ad hoc committee has been created to review the proposal and work with the crisis center in making this operational. And although there will likely be some additional costs to the County, Shoup explained that he believes inappropriate placements cost far more. He went on to say that while he doesn't feel that this is a final solution it is the best answer at this point.

Supervisor Andrews inquired as to where these improper placements originate. Shoup explained that the main problem is that the Green Bay Police Department are internally constrained from coming to the crisis center. This is due to a legal opinion rendered by the City's attorney. Martin added that while this opinion has hindered things, he feels that Shoup's plan has a great deal of value.

Supervisor Evans commented that he is glad to see that something is being worked out in regards to this and that while the county may have an extra cost from this, it will save the CTC a great deal of money in the future. Supervisor Fewell questioned whether there would be a second opinion sought on the matter of how to reduce improper patient placement at the facility. Evans related that he had heard some other plans but they would involve taking the City to court which was not advisable at this point.

Martin commented that the priority is patient care; which is being compromised when patients are misplaced. He went on to say that what Brian is requesting is 24/7 crisis assessment which is currently difficult due to light staffing in the night hours.

Shoup explained to the committee that he is currently doing all he can for the CTC as far as LEAN training is concerned. The most recent project pertains to the hospital admission process and quite a bit of Clinical Director Dr. Yogesh Pareek's time has been dedicated to this. Another project that is being undertaken is regarding the waiting list for the CTC's outpatient clinic.

An electronic medical records conversion project is currently being worked on. Bonding for this had been discussed with Administration and Shoup will keep the committee informed on this. If this conversion is not completed by January 1, 2012, the Community Treatment Center will not have a compliant system to bill Medicare and Medicaid.

***Motion made by Supervisor Andrews and Seconded by Supervisor Fewell to receive and place on file items #4 and #5. Vote taken. MOTION CARRIED UNANIMOUSLY.***

6. Family Care Update.

Shoup reported that he and Chairman Evans had discussed the drafting of a joint resolution with the district Family Care Program. He supplied a copy of a resolution from Door County as an example. He explained that this was a short version and it had been advised by Corporation Counsel, John Luetscher, that the same document in Brown County's name should be submitted.

This resolution will be presented to the Human Services Board and the Human Services Committee in August. It will go before the full County Board of Supervisors in September.

Shoup projected that if this is passed, by 2012 or 2013 the only long term care program left at the CTC will be the nursing home services. He explained that over the years, much of the infrastructure for the LTC services has been paid for with Medicare Waiver dollars. To unwind and jettison this will be a very complex undertaking and Shoup is working to figure out what the department will look like after the programs have been taken over by the district.

Shoup briefly mentioned some work he has done recently with various committees that he is a member of.

***Motion made by Supervisor Moynihan and seconded by Supervisor Andrews to receive and place on file item. Vote taken. MOTION CARRIED UNANIMOUSLY.***

*(Items no. 4 & 5 taken together)*

7. Community Treatment Center Update.
8. Community Treatment Center Statistics.

Mary Johnson, Hospital and Nursing Home Administrator, related that the nursing home at the CTC is very near capacity. She stated that there is only one bed open which is being saved for an emergency placement patient. There are currently about 12 patients on the waiting list. The hospital has also been quite full which is partly due to inappropriate admissions.

Johnson briefly touched on the subject of the streamlining project being done regarding the admissions process at the CTC. She reported that this is a cumbersome task but there is progress being made. Some of the problems being found include repetitious forms being completed and redundant questioning.

There has been ongoing recruitment for a full time Psychiatrist. Currently patients are being seen by Dr. Pareek, a full time Psychiatrist; Dr. Mannem who has retired but has been doing contract work for the CTC and a third doctor that has been hired for a limited term.

Johnson commented that they are also recruiting for House Managers and have some great quality applicants.

***Motion made by Supervisor Andrews and Seconded by Supervisor Fewell to receive and place on file items #7 and #8. Vote taken. MOTION CARRIED UNANIMOUSLY.***

9. Bellin Psychiatric Monthly Report.  
***Motion made by Supervisor Moynihan and seconded by Supervisor Andrews to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.***
10. Approval for New Non-Continuous Vendor.  
***Motion made by Supervisor Moynihan and seconded by Supervisor Fewell to approve. Vote taken. Ayes: 3 (Evans, Fewell, Moynihan); Abstain: 1 (Andrews). MOTION PASSED.***
11. Request for New Vendor Contract.  
***Motion made by Supervisor Fewell and seconded by Supervisor Andrews to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.***

12. Monthly Contract Update.  
***Motion made by Supervisor Fewell and seconded by Supervisor Andrews to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.***

13. Financial Report for Community Treatment Center and Community Programs.

Finance Manager, Tim Schmitt, reported on information that had been attached to the agenda.

***Motion made by Supervisor Andrews and seconded by Supervisor Moynihan to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.***

14. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).

Shoup stated that he prefers, at this time, to only submit the budget information that has been requested per guidelines given by Tom Hinz, County Executive.

***Motion made by Supervisor Moynihan and seconded by Supervisor Andrews to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.***

### **Aging & Disability Resource Center**

*(Item nos. 15 & 16 taken together)*

15. Revenue and Expense Report as of May 31, 2010  
16. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).

Supervisor Fewell inquired as to whether the ADRC had prepared budget information per Supervisor Scray's request. Shoup answered that this has been dealt with per the County Executive's guidelines. He stated that of the administration of ADRC is based on the cost to continue which for the proposed budget, has been cut by 5%.

Sunny Archambault, Director of the ADRC, shared that they are in a unique position as far as the 2011 budget goes. They capture medical assistance funding for the ADRC component of their services. Because of this additional amount they are able to fund the cost of administration and transfer levy dollars to other programs. Currently levy dollars are being put toward a nutrition program, a senior center program and an adult daycare program. These areas are the ones that would be cut if an additional 5% had to be taken from the budget; Archambault stated that she will not be cutting these programs.

Archambault went on to say that she could potentially cut some funds from the nutrition program. A survey was done of the volunteer drivers for this program and it was found that some personally utilize the lunches as a benefit of their work. These drivers have agreed to give this up to save funds.

Supervisor Andrews referenced the minutes from the June 24, 2010 meeting of the ADRC

Board questioning information regarding Medical Assistance Revenues. Archambault reiterated that the State will base MA revenues based on information obtained from surveying staff through random phone calls.

***Motion made by Supervisor Moynihan and seconded by Supervisor Andrews to receive and place on file items #15 and #16. Vote taken. MOTION CARRIED UNANIMOUSLY.***

**Health Department**

17. Grant Application Review (10-18): Supporting Active Schools Initiative  
***Motion made by Supervisor Moynihan and seconded by Supervisor Andrews to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.***
18. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).  
***Motion made by Supervisor Moynihan and seconded by Supervisor Fewell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.***

*(Item nos. 19 & 20 taken together)*

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19. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).

**Veteran's Services Department**

20. Discussion of Possible Cuts to 2011 Budget (Request from Vice Chair Scray).

***Motion made by Supervisor Moynihan and seconded by Supervisor Andrews to receive and place on file items #19 and #20. Vote taken. MOTION CARRIED UNANIMOUSLY.***

**Other**

21. Audit of Bills.  
***Motion made by Supervisor Andrews and seconded by Supervisor Moynihan to approve audit of bills. Vote taken. MOTION CARRIED UNANIMOUSLY.***
22. Such other Matters as Authorized by Law. – None.  
***Motion made by Supervisor Andrews and seconded by Supervisor Fewell to adjourn at 6:52 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY.***

Respectfully submitted:

Anna R. Meert  
Recording Secretary