Chairperson: Kimberly Walker
Vice-Chairman: Peter Carlson
Secretary: Dr. Robert Chayer
Senior Executive Assistant: Jodi Mapp, 257-5202

MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, December 18, 2014 - 8:00 A.M.
Milwaukee County Mental Health Complex Auditorium

MINUTES

PRESENT: Peter Carlson, Robert Chayer, Ronald Diamond, Jon Lehrmann, *Thomas Lutzow, Lyn Malofsky, Jeffrey Miller, Mary Neubauer, Maria Perez, Duncan Shrout, Kimberly Walker, and *Brenda Wesley
EXCUSED: Nathan Zeiger

*Board Members Lutzow and Wesley were not present at the time the roll was called but appeared shortly thereafter.

SCHEDULED ITEMS:

1. Approval of the minutes from the November 19, 2014, Special Milwaukee County Mental Health Board Meeting.

   The minutes from the November 19, 2014, meeting were reviewed.

   MOTION BY: ***(Shrout) Approve the minutes from the November 19, 2014, Milwaukee County Mental Health Board meeting. 8-0***
   MOTION 2ND BY: ***(Miller)***
   AYES: Carlson, Chayer, Malofsky, Miller, Neubauer, Perez, Shrout, and Walker - 8
   NOES: 0
   ABSTENTIONS: 0
   EXCUSED: Lutzow and Wesley – 2

   A voice vote was taken on this item.

2. Administrative Update.

   APPEARANCES:
   Patricia Schroeder, Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS)
   Susan Gadacz, Deputy Administrator, Community Access to Recovery Services Division, BHD, DHHS
   Jim Kubicek, Deputy Administrator, BHD, DHHS
   Dr. John Schneider, Executive Medical Director, BHD, DHHS
   Hector Colon, Director, DHHS

SCHEDULED ITEMS (CONTINUED):

	Ms. Schroeder provided highlights of key activities and/or issues related to Behavioral Health Division (BHD) operations. She discussed the temporary reduction in In-Patient beds, registered nurse and certified nursing assistant staffing levels, monthly BHD Town Hall Meetings, safety on acute units, long-term care transitions, employee food service on campus, the pharmacy Request for Proposals, organization structure planning, and BHD's strategic plan. Ms. Schroeder indicated she would be including a division organizational chart for the February meeting. Board Member Shrout recommended Administration request Kevin Moore, State Department of Health Services, be present to explain the Audit at February's Mental Health Board meeting. Questions and comments ensued. ***The Board took no action regarding this informational item.*** Later during the course of the meeting, the following motion was made to reconsider this item. ***MOTION BY:*** ***(Neubauer) Reconsider Item #2. 8-0*** ***MOTION 2ND BY:*** ***(Wesley)*** ***AYES:*** Carlson, Chayer, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 8 ***NOES:*** 0 ***ABSTENTIONS:*** 0 ***EXCUSED:*** Lutzow and Miller – 2 **A voice vote was taken on this item.** Mr. Colon addressed questions by Board Members regarding the departure of the Transitional Liaison. No further action was taken on this item.
3.	Update on 2015 Behavioral Health Division Employee Benefits. **APPEARANCE:** Hector Colon, Director, Department of Health and Human Services Mr. Colon indicated Behavioral Health Division employees' benefits are now equal to those provided to all other County employees. ***The Board took no action regarding this informational item.***

SCHEDULED ITEMS (CONTINUED):

4.	2015-2016 Behavioral Health Division Quality Plan. **APPEARANCES:** Dr. John Schneider, Executive Medical Director, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS) Jennifer Bergersen, Chief Quality Officer, BHD, DHHS Patricia Schroeder, Administrator, BHD, DHHS Dr. Schneider began by discussing how important quality planning is to an organization. He provided an overview of what is considered the three major elements. Those elements include leadership, safety culture, and quality processes. Dr. Schneider stated the biggest challenge for this organization is the alignment methods for the various areas which are distinctively different. The plan has to fit under the big umbrella of all services in a rational way. He described moving from process to patient specific outcomes and detailed the goals, objectives, and initiatives for 2015-2016. Ms. Bergersen explained the Quality Plan's mission, vision, and scope of service and provided a general overview of the report. Questions and comments ensued. Vice-Chairman Carlson requested a time-line be set for producing a mock survey. ***MOTION BY:*** ***(Lutzow) Adopt and Approve the Behavioral Health Division 2015-2016 Quality Plan as set forth in the corresponding report. 10-0*** ***MOTION 2ND BY:*** ***(Shrout)*** ***AYES:*** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, and Wesley - 10 ***NOES:*** 0 ***ABSTENTIONS:*** 0 **A voice vote was taken on this item.**
5.	2015 Community Access to Recovery Services Purchase of Service Contracts. **APPEARANCES:** Susan Gadacz, Deputy Administrator, Community Access to Recovery Services Division, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS) Amy Lorenz, Director of Crisis Services, BHD, DHHS Bruce Kamradt, Director of Wraparound Milwaukee, BHD, DHHS Ms. Gadacz provided opening remarks stating the contracts reflected in the report are with community services vendors who will be providing children, adolescent, and adult mental health and substance abuse disorder services for the County.

SCHEDULED ITEMS (CONTINUED):

Ms. Lorenz detailed the various program contracts for Crisis Services, which included the Community Linkages and Stabilization Program (CLASP), Access Clinic – South, the Crisis Mobile Team and its expansion with third shift coverage, Crisis Stabilization homes, the Crisis Resource Center, and the Community Consultation Team.

Ms. Gadacz highlighted occurrences in 2014 that impacted 2015 contracts. She indicated all agencies that are community service providers will be operating under the evidenced based model of Assertive Community Treatment/Integrated Dual Disorder Treatment (ACT/IDDT). She discussed Targeted Case Management and Peer related services.

Mr. Kamradt stated Wraparound Milwaukee is made up of two components. It is a system of care, which means there is a single system of care in Milwaukee County for all children with serious emotional mental health needs across child welfare, juvenile justice, and mental health; and it is also a special managed care plan, which is unique to the country in being its own prepaid publicly operated managed care plan under a contract of the Wisconsin Medicaid Program. The philosophy is one family one plan. Mr. Kamradt explained the purchase of service contracts being recommended.

Vice-Chairman Carlson requested that first quarter quality data be collected, put into a report, and submitted to the Board for the April meeting cycle.

Board Member Diamond requested that outcome measures be provided to the Board prior to that April meeting.

Board Member Duncan requested a complete description of the contract appeal process at a future meeting.

Board Member Diamond requested that staff research adding non-competitive reviews to the contract consideration process.

Questions and comments ensued at length.

Board Members requested separate action be taken on this item.

MOTION BY:	***(Shrout) Approve Alternatives in Psych Consultation, Community Advocates, Grand Avenue Club, Mental Health America, and Vital Voices. 9-0-1***
MOTION 2ND BY:	***(Malofsky)***
AYES:	Carlson, Chayer, Lutzow, Malofsky, Miller, Perez, Shrout, Walker, and Wesley – 9
NOES:	0
ABSTENTIONS:	Neubauer – 1

SCHEDULED ITEMS (CONTINUED):

	MOTION BY: ***(Shrout) Approve the 16th Street Clinic. 9-0-1*** ***MOTION 2ND BY:*** ***(Malofsky)*** ***AYES:*** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Shrout, Walker, and Wesley – 9 ***NOES:*** 0 ***ABSTENTIONS:*** Perez – 1 ***MOTION BY:*** ***(Shrout) Approve the Medical College of Wisconsin. 9-0-1*** ***MOTION 2ND BY:*** ***(Malofsky)*** ***AYES:*** Carlson, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, and Wesley – 9 ***NOES:*** 0 ***ABSTENTIONS:*** Chayer – 1 ***MOTION BY:*** ***(Shrout) Approve the Balance of the 2015 Community Access to Recovery Services Purchase of Service Contract Recommendations. 10-0*** ***MOTION 2ND BY:*** ***(Malofsky)*** ***AYES:*** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, and Wesley – 10 ***NOES:*** 0 ***ABSTENTIONS:*** 0 **Voice votes were taken on this item.**
6.	2015 Behavioral Health Division Professional Services Contracts. **APPEARANCES**: Jim Kubicek, Deputy Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS) Dr. John Schneider, Executive Medical Director, BHD, DHHS Mr. Kubicek explained these contracts focus on facility based programming, supports functions that are critical to patient care, and are necessary to maintain hospital, nursing home, and crisis services licensure. He provided background information on the various agencies which include pharmacy and cleaning services. Mr. Kubicek stated the Behavioral Health Division is currently in the Request for Proposals process for facility based pharmacy services. The contract for long-term services will continue until closure. The contract for all other pharmacy services will contain a ninety-day termination clause. It is anticipated that a vendor recommendation will be made in early 2015. The new negotiated rate will be $109,768 per month, which comes to $1,317,216 per year. Questions and comments ensued. Board Members requested separate action be taken on this item.

SCHEDULED ITEMS (CONTINUED):

	MOTION BY: ***(Lutzow) Approve the Medical College of Wisconsin Affiliated Hospitals and the Medical College of Wisconsin. 7-0-3*** ***MOTION 2ND BY:*** ***(Shrout)*** ***AYES:*** Carlson, Lutzow, Malofsky, Perez, Shrout, Walker, and Wesley – 7 ***NOES:*** 0 ***ABSTENTIONS:*** Chayer, Miller, and Neubauer – 3 ***MOTION BY:*** ***(Miller) Approve the Balance of the 2015 Community Access to Recovery Services Purchase of Service Contract Recommendations. 9-1*** ***MOTION 2ND BY:*** ***(Perez)*** ***AYES:*** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Walker, and Wesley – 9 ***NOES:*** Shrout - 1 ***ABSTENTIONS:*** 0 **Voice votes were taken on this item.**
7.	Mental Health Redesign and Implementation Task Force Update. **APPEARANCE:** Susan Gadacz, Deputy Administrator, Community Access to Recovery Services Division (CARS), Behavioral Health Division, Department of Health and Human Services Ms. Gadacz provided brief background information on the Mental Health Redesign and Implementation Task Force and their Action Teams. To promote clear reporting, implementation activities were framed as SMART Goals. Each SMART Goal was developed around a particular aim with a number of performance targets and tactical objectives to support that aim. Ms. Gadacz detailed the SMART Goals and the recommendations associated. Vice-Chairman Carlson suggested the Board hear from the various Action Teams to stay abreast of their efforts. Board Member Wesley recommended letters of recognition be prepared and distributed to Task Force Members. Questions and comments ensued. ***The Board took no action regarding this informational item.***

SCHEDULED ITEMS (CONTINUED):

8.	2015 State of Wisconsin Social Services and Community Programs Contract. **APPEARANCES:** Randy Oleszak, Fiscal Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS) Susan Gadacz, Deputy Administrator, Community Access to Recovery Services Division (CARS), BHD, DHHS Mr. Oleszak explained the funding identified in this report pertains only to revenues associated with services within the Behavioral Health Division (BHD). He discussed the Community Aids Basic County Allocation, which is a type of block grant provided to counties that is not earmarked to serve a specific target population, and BHD earmarked revenue sources. Questions and comments ensued. ***MOTION BY:*** ***(Lutzow) Approve the 2015 contracts with the State of Wisconsin for Social Services and Community Programs. 10-0*** ***MOTION 2ND BY:*** ***(Neubauer)*** ***AYES:*** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, and Wesley - 10 ***NOES:*** 0 ***ABSTENTIONS:*** 0 **A voice vote was taken on this item.**
9.	Behavioral Health Division 2014 Year-End Financial Review. **APPEARANCES:** Randy Oleszak, Fiscal Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS) Hector Colon, Director, DHHS Jim Kubicek, Deputy Administrator, BHD, DHHS Mr. Oleszak detailed the key fiscal items outlined in the report, which include clinical staffing, adult inpatient bed reduction, Hilltop downsizing, various revenues, and Community Recovery Services and Comprehensive Community Services billing implementation. He reviewed the P&L, revenue and expenditure summaries, and identified 2015 projected budget surplus/deficit items and risk/opportunities. Questions and comments ensued. ***The Board took no action regarding this informational item.***

SCHEDULED ITEMS (CONTINUED):

10.	Media Inquiries. Madame Chair addressed inquiries regarding to what to do if contacted by the media. Information privy to the Clerk will be forwarded to Board Members, and it is up to each individual Board Member to decide whether or not you want to respond. ***The Board took no action regarding this informational item.*** **The Board broke for lunch after Item 10 at 12:15 p.m. and reconvened at approximately 12:50 p.m. The roll was taken and all Board Members were present with the exception of Board Members Lehrmann, Lutzow, and Miller, who were excused for the remainder of the meeting.**
11.	New Behavioral Health Division Facility Administrative Committee Update. **APPEARANCES:** Patricia Schroeder, Administrator, Behavioral Health Division, Department of Health and Human Services (DHHS) Teig Whaley-Smith, Director, Department of Administrative Services Hector Colon, Director, DHHS Ms. Schroeder recapped the establishment of the Facility Committee, which meets weekly, reminding the Board it is an administrative committee inclusive of Board members. Mr. Whaley-Smith explained Milwaukee County is basically doing an overhaul of all its facilities as part of its Consolidated Facilities Plan. The plan process used matches the fiscal analysis with space programming. Collaboration on this effort of developing a new behavioral health facility/treatment facility is key. A 2008 analysis indicated there would be at least a $2.3 million annual savings by moving into a different location. That projection anticipated moving into a location of the same square footage. Facility needs have changed since that analysis, and a reduction in the footprint will allow a move to a more cost effective space. Mr. Whaley-Smith continued with a Power Point presentation that detailed the process expected to follow in determining factors that will decide such things like moving into existing space versus building a new facility. Questions and comments ensued. ***The Board took no action regarding this informational item.***

SCHEDULED ITEMS (CONTINUED):

12.	Establishment of 501(c)(3) Corporation. **APPEARANCES:** Patricia Schroeder, Administrator, Behavioral Health Division, Department of Health and Human Services Colleen Foley, Deputy, Corporation Counsel Ms. Schroeder stated the Behavioral Health Division is establishing a 501(c)(3) Corporation foundation as part of this entity, which is frequently used to receive grants and donation contributions. It ensures that those funds stay separate and used only toward a dedicated purpose and not be attached to the bottom line of operations of the organization. ***The Board took no action regarding this informational item.***
13.	Follow-up to Board Information Request. **APPEARANCE:** Kathie Eilers, Transitional Liaison, Behavioral Health Division (BHD) Department of Health and Human Services (DHHS) Ms. Eilers explained the report related to this item reflects topics enumerated at the Special November meeting by the Chairwoman identified by Board Members as items they are interested in receiving further information. Those items were taken and grouped under the various areas for which they might fall. These would be standing reports and the suggested frequency is denoted for how often this information would be provided. She then indicated that there were three items that needed clarification which are psychiatric information, arrest records, and Board performance obligations. Board Member Diamond stated he felt the arrest records would be a good measure for CSPs and CCS. Ms. Gadacz indicated that information is collected at the time of intake. Ms. Eilers continued by stating that it will be incumbent upon staff and the various Committees to make sure that this information is provided regularly. Chairman Walker suggested that the report provided become the Board's working document with frequency still to be determined. Questions and comments ensued. ***The Board took no action regarding this informational item.***

SCHEDULED ITEMS (CONTINUED):

14.	BHD Medical Staff Organization Bylaws. **APPEARANCES:** Dr. Health Martens, President of the Medical Staff Organization, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS) Dr. John Schneider, Executive Medical Director, BHD, DHHS Dr. Schneider explained state statutes list the duties of the medical staff as it relates to having written rules and bylaws for governance of themselves. To ensure those bylaws are compliant and up-to-date a consultant was used that specializes in reviewing medical staff organizational bylaws. The consultant pointed out areas where changes had to be made for compliance purposes and recommended changes with various options. Upon completion of the review, medical staff and medical staff leadership drafted an updated set of bylaws which the medical staff approved. Dr. Martens described in detail the changes made to the bylaws related to the areas of credentialing and privileging recommendations and the election of officers. ***MOTION BY:*** ***(Shrout) Approve the Behavioral Health Division Medical Staff Organization Bylaws. 8-0*** ***MOTION 2ND BY:*** ***(Carlson)*** ***AYES:*** Carlson, Chayer, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 8 ***NOES:*** 0 ***ABSTENTIONS:*** 0 ***EXCUSED:*** Lutzow and Miller – 2 **A voice vote was taken on this item.**

SCHEDULED ITEMS (CONTINUED):

Item #s 15 and 16 were considered together.

Pursuant to Wisconsin Statutes Section 19.85(1)(c), the Board may adjourn into Closed Session for the purpose of considering employment or performance evaluation data for public employees over which the Board has jurisdiction and exercises responsibility. Some or all of the information discussed may also be subject to confidentiality under Section 146.38, Stats. as they relate to the following matter(s):

15. Medical Executive Report and Credentialing and Privileging recommendations.

MOTION BY: ***(Carlson) Adjourn into closed session under the provisions of Wisconsin Statutes Section 19.85(1)(c) for the purpose of considering employment or performance evaluation data for public employees over which the Board has jurisdiction and exercises responsibility. Some or all of the information discussed may also be subject to confidentiality under Section 146.38, Stats. and Section 19.85(1)(g) for the purpose of conferring with legal counsel about litigation in which the Behavioral Health Division might be involved, as they relate to Item #s 15 and 16. At the conclusion of the Closed Session, the Board may reconvene in open session to take whatever action(s) it may deem necessary on the aforesaid item. 8-0***

MOTION 2ND BY: ***(Shrout)***

AYES: Carlson, Chayer, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 8

NOES: 0

ABSTENTIONS: 0

EXCUSED: Lutzow and Miller - 2

A voice vote was taken on this item.

The Committee convened into Closed Session at 1:16 p.m. and reconvened back into open session at approximately 1:57 p.m. The roll call was taken and all Board Members were present.

MOTION BY: ***(Malofsky) Approve John Prestby's Credentialing. 6-0-2***

MOTION 2ND BY: ***(Chayer)***

AYES: Carlson, Chayer, Perez, Shrout, Walker, and Wesley - 6

NOES: 0

ABSTENTIONS: Malofsky and Neubauer - 2

EXCUSED: Lutzow and Miller - 2

SCHEDULED ITEMS (CONTINUED):

	MOTION BY:	***(Malofsky) Approve the Balance of the Medical Staff Credentialing Report and Executive Committee Recommendations. 8-0***
	MOTION 2ND BY:	***(Chayer)***
	AYES:	Carlson, Chayer, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 8
	NOES:	0
	ABSTENTIONS:	0
	EXCUSED:	Lutzow and Miller – 2
		Voice votes were taken on this item.
16.	Legal Update.	
	MOTION BY:	***(Carlson) Adjourn into closed session under the provisions of Wisconsin Statutes Section 19.85(1)(c) for the purpose of considering employment or performance evaluation data for public employees over which the Board has jurisdiction and exercises responsibility. Some or all of the information discussed may also be subject to confidentiality under Section 146.38, Stats. and Section 19.85(1)(g) for the purpose of conferring with legal counsel about litigation in which the Behavioral Health Division might be involved as they relate to Item #s 15 and 16. At the conclusion of the Closed Session, the Board may reconvene in open session to take whatever action(s) it may deem necessary on the aforesaid item. 8-0***
	MOTION 2ND BY:	***(Shrout)***
	AYES:	Carlson, Chayer, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 8
	NOES:	0
	ABSTENTIONS:	0
	EXCUSED:	Lutzow and Miller - 2
		A voice vote was taken on this item.
	The Board did not reconvene back into Open Session for further discussion related to Item 16.	
17.	Adjournment.	
	MOTION BY:	***(Chayer) Adjourn. 8-0***
	MOTION 2ND BY:	***(Shrout)***
	AYES:	Carlson, Chayer, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 8
	NOES:	0
	ABSTENTIONS:	0
	EXCUSED:	Lutzow and Miller - 2

SCHEDULED ITEMS (CONTINUED):

STAFF PRESENT:
Patricia Schroeder, Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS)
Susan Gadacz, Deputy Administrator, Community Access to Recovery Services Division, BHD, DHHS
Hector Colon, Director, DHHS
Dr. John Schneider, Executive Medical Director, BHD, DHHS
Jennifer Bergersen, Chief Quality Officer, BHD, DHHS
Amy Lorenz, Director of Crisis Services, BHD, DHHS
Bruce Kamradt, Director of Wraparound Milwaukee, BHD, DHHS
Jim Kubicek, Deputy Administrator, BHD, DHHS
David Johnson, Community Services Manager, CARS, BHD, DHHS
Randy Oleszak, Fiscal Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS)
Teig Whaley-Smith, Director, Department of Administrative Services
Colleen Foley, Deputy, Corporation Counsel
Kathie Eilers, Transitional Liaison, BHD, DHHS
Dr. Heather Martens, President, Medical Staff Organization, BHD, DHHS

This meeting was recorded. The official copy of these minutes and subject reports, along with the audio recording of this meeting, is available on the Milwaukee County Behavioral Health Division/Mental Health Board web page.

Length of meeting: 8:07 a.m. to 2:21 p.m.

Adjourned,

Jodi Mapp
Senior Executive Assistant
Milwaukee County Mental Health Board

DEADLINE FOR THE MILWAUKEE COUNTY MENTAL HEALTH BOARD:
The next regular meeting for the Milwaukee County Mental Health Board is Thursday, February 26, 2015 @ 8:00 a.m.
All items for the agenda must be in Ms. Mapp's possession by the end of the business day on ***Monday*, January 19, *2015.***

SCHEDULED ITEMS (CONTINUED):

The December 18, 2014, meeting minutes of the Milwaukee County Mental Health Board are hereby submitted for approval at the next scheduled meeting of the Milwaukee County Mental Health Board.

Dr. Robert Chayer, Secretary
Milwaukee County Mental Health Board