



OFFICE OF THE COUNTY EXECUTIVE

Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

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Date: October 4, 2012

To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

From: Chris Abele, County Executive

Subject: Appointment of Ms. Alexandra Kotze to the Milwaukee Regional Medical Center Board of Directors

Subject to the confirmation of your Honorable Body and pursuant to the provisions set forth in the bylaws of the Milwaukee Regional Medical Center, I am here by appointing Ms. Alexandra Kotze to serve on the Milwaukee Regional Medical Center Board of Directors for a term of 3 years to expire October 4, 2015.

Your consideration and confirmation will be appreciated.

A handwritten signature in black ink, appearing to read "Chris Abele".

Chris Abele
Milwaukee County Executive

Cc: Kelly Bablitch, Chief of Staff, County Board of Supervisors
Ms. Alexandra Kotze
Supervisor Peggy Romo West, Chair, Health and Human Needs Committee

ALEXANDRA M. KOTZE

3464 N Newhall St. Milwaukee, WI 53211
(414) 431-8721 • am_kotze@yahoo.com

PROFESSIONAL EXPERIENCE

Budget and Policy Administrator, Milwaukee County – Department of Health & Human Services

October 2007 to present (promoted from Fiscal and Management Analyst- BHD, October 2010)

- Develop and implement annual \$350 million budget for the Department of Health and Human Services from initiation through to adoption, including supervision of three budget analysts
- Analyze financials and prepare quarterly fiscal reports for review by the Controller
- Write policy reports and present analysis to department administrators and elected officials
- Lead various initiatives and special projects such as outsourcing of several operational services (\$3 million in annual savings), Behavioral Health Green Initiative impacting over 1,000 employees, and multiple overtime reduction projects
- Serve as a key member of the lead team, including representing the Department at County Board meetings, public events and various community/advocacy groups
- Work collaboratively with county administrative divisions to develop long term strategic plans
- Possess knowledge of procurement, human resources, contracting, accounting, operating and capital budgeting, carryover and other various administrative procedures

Budget Unit Manager, Milwaukee County – Department of Administrative Service

July 2004 to October 2007 (promoted from Fiscal and Management Analyst, June 2006)

- Responsible for overseeing the development and analysis of \$1.2 billion operating expenditure budget
- Prepared and presented policy and budget analysis to the County Executive & County Board Supervisors
- Managed four analysts, clerical staff and the Tax Refund Intercept Program
- Analyzed budget and actual data on the county financials for use by the Fiscal and Budget Administrator
- Served as the Budget Software Administrator, including development of a training program for users

Policy Assistant, Office of the Governor, Chicago, IL

February 2004 to June 2004

- Member of innovative policy think tank that advised the Governor on pressing issues
- Researched education issues and identified best practices in school accountability and efficiency

Family Connection Worker, Highland Mac-Groveland Family Center, St. Paul, MN

May 2000 to July 2002

- Provided information and referral services to neighborhood families; Successful grant writer
- Organized, directed and ran summer youth program for 60 campers; hired and managed 12 staff

Fulbright Fellowship Research Grantee, Córdoba, Argentina

January 1999 to February 2000

- Conducted research on primary and secondary education reform in public and private schools

EDUCATION

University of Chicago

Harris School of Public Policy, M.P.P., 2004

Relevant course work: Economics, Statistics, Program Evaluation, Child and Family Policy

Honors: Harris Fellow (full tuition) • McCormick Tribune Urban Leadership Fellow • Editor, Chicago Policy Review

University of Minnesota

College of Liberal Arts, B.A., 1998

Majors: Spanish and Portuguese, minor in math; *summa cum laude*

Honors: Phi Beta Kappa • Selmo Birkelo Scholar • Waller Scholarship • Presidential Scholar • Firststar Bank Scholar

SKILLS AND EXPERIENCE

International: Semester programs in Córdoba, Argentina and Santiago, Dominican Republic

Volunteer: Political Campaigns • PTO • Translator • Gymnastics Coach (Regional Assistant Coach of the Year – 1999, 2001)

Languages: Fluent in Spanish, Proficient in Portuguese

Computer: Microsoft Word, Excel and Power Point, Lotus Notes, BRASS

Hobbies: Cooking • Traveling • Reading



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CHRIS ABELE COUNTY EXECUTIVE

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Date: October 8, 2012
To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors
From: Chris Abele, County Executive
Subject: Appointment to the Social Development Commission

Pursuant to the provisions set forth in Milwaukee County Code of Ordinances 77.03(c)(2) and subject to confirmation by your honorable body, I am hereby appointing Jim Sullivan to serve on the Social Development Commission. Jim Sullivan's term will expire on March 1, 2015.

A copy of Jim Sullivan's resume is attached for your review.

Your consideration and confirmation will be appreciated.

A handwritten signature in cursive script, appearing to read "Chris Abele".

Chris Abele
Milwaukee County Executive

cc: Supervisor Peggy Romo West, Chair, Health and Human Needs Committee
Kelly Bablitch, Chief of Staff, County Board
Jodi Mapp, Committee Clerk
Jennifer Collins, Research Analyst
Deborah Blanks, CEO, SDC
Jim Sullivan

JAMES SULLIVAN

2650 N. 72nd Street, Wauwatosa, WI

EXPERIENCE

DIRECTOR, MILWAUKEE COUNTY CHILD SUPPORT SERVICES

2011-present. Responsible for leadership and management operations of a 130-employee Child Support Agency with 126,000 cases.

WISCONSIN STATE SENATOR, Madison, WI

2007-2011

- Represented 160,000 residents of Milwaukee and Waukesha counties.
- Chairman, Committee on Banking, Military affairs, Biotechnology, and Financial Institutions.
- Co-Chair, Joint Committee on Audit; Vice Chair, Committee on Judiciary and Corrections.
- Drafted and passed over 20 separate pieces of legislation through an advocacy based process, interacting with political, business, and judicial leadership.
- Worked with bi-partisan effort in both legislative houses, developing strong reputation for partnership and team building across political divides to pass key legislation, including Research & Development tax credits for Wisconsin manufacturers.
- Author of Individual Retirement Account reform and modernization law.
- Author of comprehensive payday lending reform regulation, working with both advocacy groups and business to balance consumer protection and economic vitality.
- Senate author of the most sweeping Drunk Driving legislation in over 20 years.
- Author of Health Care Cost Transparency Act, a comprehensive reform allowing greater disclosure of health care costs to help reduce expense and better inform patients. Built a broad coalition of support among both political parties, providers, insurers, and advocacy groups.
- Managed constituent services for 160,000 residents and directed office staff of 5, maintained state office budgets, oversaw dozens of interns, and exercised hiring/firing responsibilities.

LAW OFFICES OF JAMES SULLIVAN, Wauwatosa, WI

Principal, 2003-2011

- Represent clients in civil and probate litigation in Milwaukee circuit courts.
- General law practice representing individuals and businesses in tort, contract, and probate matters.

ALDERMAN, City of Wauwatosa, WI

2000-2007

- Actively involved with municipal planning and development.
- Participated in staff hiring and employee contracting.
- Member, Board of Public Health.

FOLEY & LARDNER, Milwaukee, WI

Associate, 2001-2003

Law Clerk, 1997-2001

- Associate in regulatory health law practice.
- Responsibilities included contract review and drafting, regulatory compliance for physicians and hospitals, and assistance with complex litigation.

US NAVY RESERVE, Milwaukee, WI
1998-2006

- Assisted command Judge Advocate General (JAG) officer with mobilization readiness and legal needs for Navy Reserve and active duty members, including deployment legal services, wills, and powers of attorney.

RADIO ADVERTISING SALES REPRESENTATIVE, Milwaukee, WI and Chicago, IL
1991-1997

- Represented client radio stations and advertisers, selling advertising in a fast paced, competitive market. Consistently met sales goals, worked with local businesses, advertising agencies, and media professionals.

EDUCATION

MARQUETTE UNIVERSITY LAW SCHOOL, Milwaukee, WI
Juris Doctor, 2001

- Zilber Law Scholarship winner.
- American Jurisprudence Award in Alternative Dispute Resolution.

UNIVERSITY OF WISCONSIN-MADISON, Madison, WI
Bachelor of Arts, Political Science, 1991

ASSOCIATIONS, MEMBERSHIPS & AWARDS

- Midwest Higher Education Compact, past board member. Worked with legislative and university leadership across 13 upper Midwest states to maximize educational attainment and reduce costs.
- National Conference of State Legislatures. Participated in workshops and national conference dedicated to legislative networking and best practices development.
- Senate majority caucus secretary.
- Wisconsin Bankers Association “Safe & Sound” award recipient.
- Professional Firefighters of Wisconsin Legislator of the Year award recipient.
- Vietnam Veterans of Wisconsin Legislator of the Year award recipient.
- Wisconsin State Fair Park Board, past member.
- Wisconsin Center District Board, past member.
- Wisconsin Bar Association Scales of Justice award recipient.
- Wauwatosa Economic Development Corporation, past board member.



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Date: October 4, 2012
To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors
From: Chris Abele, County Executive
Subject: Appointment of Ms. Deonna Johnson to the Emergency Medical Services Council

Subject to the confirmation of your Honorable Body and pursuant to the provisions set fourth in Chapter 97 of the Milwaukee County Ordinances, I am hereby appointing Ms. Deonna Johnson to serve on the Emergency Medical Services Council. A copy of Ms. Johnson's resume is attached for your review. Ms. Johnson's term will expire on August 31, 2014.

I would appreciate your consideration and confirmation.


Chris Abele
Milwaukee County Executive

Cc: Kelly Bablitch, Chief of Staff, County Board
Supervisor Peggy Romo West, Chair, Health and Human Needs Committee
Jodi Mapp, Committee Clerk
Jennifer Collins, Research Analyst
Ms. Deonna Johnson
Ken Sternig

Deonna S. Johnson

Professional Experience

Milwaukee County Sheriff's Office - Emergency Management Milwaukee, Wisconsin **2005 - Present**

Municipal Emergency Service Coordinator

- Monitored emergency management compliance policies for County, State and Federal rules and regulations
- Instructed Department of Homeland Security Incident Command System course
- Coordinated, facilitated and designed Homeland Security training and exercises for government, ngo and private industries
- Updated countywide community hazard mitigation and comprehensive emergency management plan
- Counseled chief executives and elected officials on policies and program conditions
- Implemented and organized emergency management preparedness outreach projects
- Assisted in administration of \$6 million federally funded social service block grant for community recovery
- Procured over \$40,000 Homeland Security Exercise Grant funding

Communications and Highway Safety Dispatcher

- Trained new hire on policies, procedures, and technology usage
- Directed and evaluated performance of candidates
- Analyzed, interpreted and applied a complex field of public safety and legal matters
- Managed communications in order to increase situational awareness amongst all emergency responders
- Conducted interviews, fact-findings and initiated emergency resources

Other Relevant Experience

Spherion Employment Agency (Time Warner Cable) Milwaukee, Wisconsin **2005 - 2005**

Customer Service Representative

- Performed inside sales in order to give clients a diverse array of products/services
- Resolved issues involving account discrepancies and product failure
- Maintained and updated consumer accounts in order to ensure quality customer service

Manpower Inc., (We-Energies) Milwaukee, Wisconsin **2004-2005**

Tele-Collector/Customer Consultant

- Negotiated and interviewed customers to make appropriate payment arrangements for accounts in arrears
- Enforced contracts that govern the operation of utility services
- Made referrals to both utility and social service energy assistance programs

Education

Masters of Business Administration Cardinal Stritch University; Milwaukee, WI December 2007

Bachelor of Arts Degree in Journalism University of Wisconsin at Whitewater; Whitewater, WI May 2002

Highlights of Qualifications

- Wisconsin Certified Emergency Manager
- Master Exercise Practitioner, *April 2012*
- Southeast Wisconsin Incident Management Team governance board member
- Milwaukee County Emergency Management healthcare liaison



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CHRIS ABELE • COUNTY EXECUTIVE

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Date: October 4, 2012
To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors
From: Chris Abele, County Executive
Subject: Appointment of Dr. Tony Thrasher to the Emergency Medical Services Council

Subject to the confirmation of your Honorable Body and pursuant to the provisions set forth in Chapter 97 of the Milwaukee County Ordinances, I am hereby appointing Dr. Tony Thrasher to serve on the Emergency Medical Services Council. Dr. Thrasher represents the Medical Society of Milwaukee County. A copy of Dr. Thrasher's resume is attached for your review. Dr. Thrasher's term will expire on August 31, 2014.

I would appreciate your consideration and confirmation.

A handwritten signature in black ink, appearing to read "Chris Abele".

Chris Abele
Milwaukee County Executive

Cc: Kelly Bablitch, Chief of Staff, County Board
Supervisor Peggy Romo West, Chair, Health and Human Needs Committee
Jodi Mapp, Committee Clerk
Jennifer Collins, Research Analyst
Dr. Tony Thrasher
Ken Sternig

CURRICULUM VITAE

Tony Thrasher, D.O.

Personal Information:

Date of Birth: January 29, 1976
Place of Birth: Springfield, Illinois
Citizenship: USA

Address and Telephone Numbers:

Office:	Psychiatric Crisis Service Milwaukee County Behavioral Health Division 9455 Watertown Plank Road Milwaukee, WI 53226 Phone: (414) 257-4789 Fax: (414) 257-8157 Email: tony.thrasher@milwcnty.com	Home:	9559 W. Prairie Grass Way Franklin, WI 53132 Phone: (414) 235-3935 (414) 801-9969 (cellular) (248) 272-1021 (pager) Email: tthrasher@atsu.edu Web site info: www.psychsites.com
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Present Clinical Position: Medical Director
Crisis Services
-PCS, Observation Unit, Mobile Team, and Access Clinic
Milwaukee County Behavioral Health Division
9455 Watertown Plank Road
Milwaukee, WI 53226

Present Academic Position: Clinical Assistant Professor
Department of Psychiatry and Behavioral Medicine
Medical College of Wisconsin
8701 Watertown Plank Road
Milwaukee, WI 53226

Education:

a. Undergraduate	1994-1998	B.S., Biology with Psychology minor Iowa State University Ames, Iowa
b. Graduate	2000-2004	D.O., Kirksville College of Osteopathic Medicine Kirksville, Missouri
c. Postgraduate	2004-2008	Residency in Psychiatry Barnes Jewish Hospital Washington University School of Medicine Saint Louis, Missouri
	2007-2008	Chief Resident Department of Psychiatry Barnes Jewish Hospital Saint Louis, Missouri

Academic Positions/Employment:

1998-2000 Patient Care Technician / Certified Nursing Assistant
Inpatient Psychiatry

Mary Greeley Medical Center
Ames, Iowa

1999-2000 Emergency Medical Technician
Mary Greeley Medical Center
Story County Ambulance Service
Ames, Iowa

2004-2008 House Staff
Barnes Jewish Hospital
Saint Louis, Missouri

2006-2008 Staff Physician (moonlighting capacity)
St. Louis Metropolitan Psychiatric Center
St. Louis, Missouri

2008-2010 Outpatient Psychiatrist
-Full time clinic
-SAMSHA therapist / psychiatrist supervision
-PGY-2 resident supervision
Healthcare for the Homeless
Recovery Behavioral Health Clinic
Milwaukee, Wisconsin

Medical Licensure and Board Certification:

2009- Board Certification in Psychiatry (#60432)
-American Board of Psychiatry and Neurology

2008- Medicaid (#37580800)

2008- Medicare (#001201860)

2008- Wisconsin Permanent License (#51833-021)

2009- CAQH Provider (#11922959)

2004- DEA (BT9460231)
National Provider Identification (#1417038183)

2004-2008 Missouri Permanent License (#2005029374)
Missouri BNDD (593243518)

2005- Buprenorphine Licensure (XBT9460231)
American Society of Addiction Medicine

Honors and Awards:

2000 National Health Service Corps Scholarship

2000-2004 Class President for Class of 2004
Kirksville College of Osteopathic Medicine

2001 Sigma Sigma Phi (National Osteopathic Honorary)

2002 Student DO of the Year
Kirksville College of Osteopathic Medicine

2005 Resident of the Year
Washington University School of Medicine
Class of 2006

2006 Resident of the Year
Washington University School of Medicine
Class of 2007

2008 Resident of the Year
Washington University School of Medicine
Class of 2009

2010-2011 Standing Ovation Teaching Award Nominee
Medical College of Wisconsin

Class of 2011
 2010-2011 Jon Gudeman Golden Apple Teaching Award
 Medical College of Wisconsin
 Department of Psychiatry, Class of 2014
 2011-1012 Standing Ovation Teaching Award Nominee
 Medical College of Wisconsin
 Class of 2012

Professional Societies and Organizations:

2000- National Health Service Corps
 2004- American Psychiatric Association (#311859)
 2004- American Medical Association (#02879040542)
 2004- American Osteopathic Association (#139274)
 2008- Wisconsin Medical Society (#155203)
 2011- American Association of Emergency Psychiatry
 2011- American Academy of Clinical Psychiatrists
 2011- Disaster Mental Health Task Force of Milwaukee County
 Director
 -ICS 100, ICS 200, IS 800, NIMS (IS 700)

Postgraduate Committees:

2004-2008 Education Policy and Resident Evaluation Committee
 Department of Psychiatry
 Washington University School of Medicine
 2005-2008 Medical Preparation Course
 Guest Lecturer in Psychiatry and Behavioral Health
 Washington University in St. Louis
 2007-2008 Curriculum Advisor
 Psychiatry-In-Review Web Site
 Educational Testing and Assessments
 2009-2010 Milwaukee Health Care Partnership
 Clinical Council

References:

Eleazar San Agustin, M.D.
 Staff Psychiatrist
 Healthcare for the Homeless
 210 W. Capitol
 Milwaukee, WI 53212
 (414) 727-6320

Charles Zorumski, M.D.
 Chair of Psychiatry
 Washington University in St. Louis / Barnes Jewish Hospital
 One Barnes Jewish Plaza, #8134
 St. Louis, MO 63110
 (314) 362-2462

Nuri Farber, M.D., Ph.D.
 Residency Director
 Washington University in St. Louis
 Barnes Jewish Hospital
 660 S. Euclid, #8134
 St. Louis, MO 63110
 (314) 362-2462

Jon Berlin, M.D.
 Former medical director
 Psychiatric Crisis Service
 Milwaukee County Behavioral Health Division
 9455 Watertown Plank Road
 Milwaukee, WI 53226
 (414) 257-7260

Devna Rastogi, M.D.
 Psychiatrist
 St. Louis Metropolitan Psychiatric Center
 5351 Delmar Boulevard
 St. Louis, MO 63112
 (314) 956-7020

Ron Gaber, Ph.D.
 Dean of Students
 Kirksville College of Osteopathic Medicine
 800 W. Jefferson Avenue
 Kirksville, MO 63501
 (660) 626-2121

John Lamberton, M.D.
 Staff Psychiatrist
 Lighthouse Clinic
 2577 N. Downer St., Suite 125
 Milwaukee, WI 53211
 (414) 964-9200

Maria Mas, M.D.
 Psychiatrist
 Lighthouse Clinic
 2577 N. Downer St., Suite 125
 Milwaukee, WI 53211
 (414) 964-9200



OFFICE OF THE COUNTY EXECUTIVE

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Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

Date: October 4, 2012

To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

From: Chris Abele, County Executive

Subject: Appointment of Mr. Christopher Anderson to the Emergency Medical Services Council

Subject to the confirmation of your Honorable Body and pursuant to the provisions set forth in Chapter 97 of the Milwaukee County Ordinances, I am hereby appointing Mr. Christopher Anderson to serve on the Emergency Medical Services Council. A copy of Mr. Anderson's resume is attached for your review. Mr. Anderson's term will expire on August 31, 2014.

I would appreciate your consideration and confirmation.

A handwritten signature in black ink, appearing to read "Chris Abele".

Chris Abele
Milwaukee County Executive

Cc: Kelly Bablitch, Chief of Staff, County Board
Supervisor Peggy Romo West, Chair, Health and Human Needs Committee
Jodi Mapp, Committee Clerk
Jennifer Collins, Research Analyst
Mr. Christopher Anderson
Ken Sternig

Christopher Anderson, EMT-P

1918 E Eden Pl, St Francis, WI 53235

EXPERIENCE

Bell Ambulance – Milwaukee, WI – March 2008 to present

Operations Director/EMT-P

- Oversee the daily operations supporting Bell Ambulance's 220 employees, staffing levels, vehicles, maintenance, facilities, equipment. Oversee two Deputy Operations Directors, four department heads and 15 supervisory staff.
- Maintain and strengthen public relationships with government agencies and special event organizations
- Respond and transport emergency and non-emergency clients

Bell Ambulance – Milwaukee, WI – October 2003 to March 2008

Deputy Director of Operations/EMT-P

- Oversee the daily labor operations supporting Bell Ambulance's 220 employees
- Maintain and strengthen public relationships with government agencies and special event organizations
- Coordinated the development and maintenance of a training manual covering field staff positions
- Respond and transport emergency and non-emergency clients

Bell Ambulance – Milwaukee, WI – June 2002 to October 2003

Education Coordinator/EMT-B

- Managed and administered in-house training programs
- Developed and implemented standard operating procedures
- Organized in-house CPR training program
- Collected and upheld a library of training materials
- Respond and transport emergency and non-emergency clients

Bell Ambulance – Milwaukee, WI – August 2000 to June 2002

Field Supervisor/EMT-B

- Supervised 20-30 field staff members for 24 hour shifts
- Assured adherence to rules and regulations

EDUCATION

Lakeshore Technical College, Cleveland, WI

EMT-Paramedic training program

Milwaukee Area Technical College, Oak Creek, WI

EMT-Basic training program

PROFESSIONAL AFFILIATIONS

- American Ambulance Association
- Secretary, Board of Directors, Professional Ambulance Association of Wisconsin

CERTIFICATIONS

- State of Wisconsin EMT-Paramedic license
- American Heart Association Healthcare Provider
- American Heart Association ACLS Provider
- Pediatric Education for the Prehospital Provider

REFERENCES

Available upon request



OFFICE OF THE COUNTY EXECUTIVE

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Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

Date: October 4, 2012
To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors
From: Chris Abele, County Executive
Subject: Appointment of Oak Creek Mayor Steven Scaffidi to the Emergency Medical Services Council

Subject to the confirmation of your Honorable Body and pursuant to the provisions set fourth in Chapter 97 of the Milwaukee County Ordinances, I am hereby appointing Oak Creek Mayor Steven Scaffidi to serve on the Emergency Medical Services Council. A copy of Mayor Scaffidi's resume is attached for your review. Mayor Scaffidi's term will expire on August 31, 2014.

I would appreciate your consideration and confirmation.

A handwritten signature in black ink, appearing to read "Chris Abele", written over a horizontal line.

Chris Abele
Milwaukee County Executive

Cc: Kelly Bablitch, Chief of Staff, County Board
Supervisor Peggy Romo West, Chair, Health and Human Needs Committee
Jodi Mapp, Committee Clerk
Jennifer Collins, Research Analyst
Mayor Steven Scaffidi
Ken Sternig

STEPHEN A. SCAFFIDI

8422 South Griffin Avenue
Oak Creek Wisconsin 53154
414.335.6330
ocscaffidi@gmail.com

EXECUTIVE SUMMARY

Highly motivated, self-directed **Communications Manager** with extensive media experience in the television and internet ratings industry. Background included the management of the Special Projects group for the premier U.S. ratings company, developing and implementing client-driven research projects for US television networks. Areas of expertise include:

Team Leadership	Relationship Management	Strategic Planning
Research / Market Intelligence	Social Media	Asset Management
Corporate Presentations	Budgeting	Coaching & Mentoring
Incentive Management	Project Management	Public Speaking

PROFESSIONAL EXPERIENCE

CITY OF OAK CREEK, Oak Creek, WI
Current Part-Time elected Mayor

2012 to Present

NIELSEN COMPANY, Oldsmar, FL
Global leader in Information and “Watch and Buy” Measurement

Field Manager - Special Projects Group

2008 to 2012

Recruited and managed a team of up to 31 representatives throughout the U.S. to implement Convergence sampling; a combination of internet and television viewing data.

- Led the successful recruitment and equipment installation in 1000 U.S. homes; worked closely with engineering staff to effectively capture and incorporate internet viewing data into national television ratings for the first time-which enhanced data integrity.
- Partnered with client companies (MTV, ESPN) to implement an Extended-Home project (EH Sample), added college students at over 200 sites throughout over 100 campuses to national ratings data in response to concerns about shortage of college students in panel households.
- Collaborated with the Microsoft Engineering Group in Seattle, WA and launched an Xbox360 project to evaluate and ensure accurate crediting of Xbox viewing in national ratings.
- Field project manager on installation of Captivate sensors in Chicago, IL market, measuring office building pedestrian traffic in relation to potential viewing of video monitors.

Field Supervisor - National Ratings Sample-Midwest Zone

2005 to 2008

Managed a team of 12 Midwest Field Representatives responsible for installations and equipment maintenance at panel households

- Effectively led and mentored team; created various performance incentive programs for increased efficiencies and quality, cost savings, and new client ideas or products. Consistently earned the highest Field Supervisor performance annually (installed and in-tab counts).
- Monitored annual budget and expense accounts for Field Representatives; executed all projects on schedule, at or below all budget targets.

STEPHEN A. SCAFFIDI

Page Two

- Delivered Special Projects corporate presentations at annual regional and national Nielsen meetings on topics including biasing viewing data, supervisor quality review, and leading remote teams.
- Wrote internal communications for staff and senior managers on media client projects related to Midwest performance.

Field Supervisor

1995 to 2005

Milwaukee / Minneapolis Local Metered Markets

Responsible for overseeing the installation of Nielsen ratings equipment in Milwaukee and Minneapolis television market panel households.

- Managed local Field Representative teams in Milwaukee and Minneapolis, winning national recognition for quality.
- Tracked and addressed client demographic concerns to ensure integrity of ratings production data for Midwest Zone panel members.
- Conducted audits of local market panel households, insuring quality assurance compliance on demographics and viewing data.

EDUCATION

MA (In Progress), Media Studies, University of Wisconsin-Milwaukee

BA, Mass Communication (Broadcast Journalism), University of Wisconsin-Milwaukee

Seminars on Management Training and Professional Development
American Management Association, Washington, DC

COMMUNITY

City of Oak Creek, WI

- Mayor (Part Time Elected Position) - 2012 to Present
Preside over Common Council and Plan Commission meetings; represent City of Oak Creek at all public functions and inter-governmental meetings, including ICC (Intergovernmental Cooperation Council of Milwaukee County), MGAC (Milwaukee Gateway Aerotropolis Corporation), and PPF (Public Policy Forum-Fire Consolidation Committee)
Responsible for creation and maintenance of City of Oak Creek Facebook/Twitter accounts since inception in May 2012.
- Common Council President - 2011
- Alderman - 2009 and 2011

AFFILIATIONS

Oak Creek Kiwanis Club
Board Member, Oak Creek Community Center
President, Oak Creek Alumni Club, Inc. 501 (c) (3)



OFFICE OF THE COUNTY EXECUTIVE

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Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

Date: October 4, 2012

To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

From: Chris Abele, County Executive

Subject: Appointment of Ms. Mary Ann Grasmick to the Emergency Medical Services Council

Subject to the confirmation of your Honorable Body and pursuant to the provisions set fourth in Chapter 97 of the Milwaukee County Ordinances, I am hereby appointing Ms. Mary Ann Grasmick to serve on the Emergency Medical Services Council. A copy of Ms. Grasmick's resume is attached for your review. Ms. Grasmick's term will expire on August 31, 2014.

I would appreciate your consideration and confirmation.

A handwritten signature in black ink, appearing to read "Chris Abele".

Chris Abele
Milwaukee County Executive

Cc: Supervisor Peggy Romo West, Chair, Health and Human Needs Committee
Kelly Bablitch, Chief of Staff, County Board
Jodi Mapp, Committee Clerk
Jennifer Collins, Research Analyst
Ms. Mary Ann Grasmick

Mary Kay Grasmick
Vice President, Communications
Wisconsin Hospital Association
OFFICE: 608-274-1820 CELL: 608-575-7516
Email: mgrasmick@wha.org
Best Way to Reach Me: 608-575-7516
6317 Masthead Dr
Madison, WI 53705-4325

EDUCATION

B.A. Colorado State University, Fort Collins
Major: Technical Journalism Emphasis: Public Relations and Marketing

PROFESSIONAL SUMMARY

PUBLIC RELATIONS and COMMUNICATIONS professional with more than 20 years of progressive experience with (currently) the Wisconsin Hospital Association, Wisconsin Public Service Corporation, Nicolet Minerals Company (Exxon), and the Nebraska Department of Health. Have established and supervised statewide media relations for three organizations over the past 20 years. Have led statewide public affairs and legislative initiatives on health, the environment and safety issues. Have proven writing and public speaking skills connecting with a wide diversity of audiences ranging from health care professionals, legislators, consumers and media. Have national press relations experience and communications expertise in print, visual, Web-based and social media. Am liaison to the Wisconsin Hospital Emergency Preparedness Program (WHEPP).

EMPLOYMENT HISTORY

WISCONSIN HOSPITAL ASSOCIATION Vice President, Communications	2000-Present
NICOLET MINERALS COMPANY (An Exxon project) Rhinelander Wisconsin Director, Public Relations	1996-2000
WISCONSIN PUBLIC SERVICE Rhinelander, Wisconsin Coordinator, Public Affairs	1988-1996
NEBRASKA DEPARTMENT OF HEALTH Lincoln, Nebraska Public Information Officer III	1984-1986

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: September 27, 2012

TO: Chairwoman Marina Dimitrijevic, Milwaukee County Board of Supervisors
Supervisor Peggy Romo West, Chair, Committee on Health and Human Needs
Supervisor Willie Johnson Jr., Chair, Committee on Finance, Audit and
Personnel

FROM: Maria Ledger, Director, Department of Family Care 

SUBJECT: Request authorization to enter into a Hosting and Access Agreement with
Lakeland Care District Managed Care Organization (MCO) to use MIDAS to
support its own care management and claims processing systems and to
receive the revenues thereunder.

I respectfully request that the attached resolution be scheduled for consideration by the Committee on Health and Human Needs at its meeting on October 24th, 2012 and the Committee on Finance and Audit on October 25th, 2012.

The Department has worked to develop a proprietary data application system called MIDAS (Member Information, Documentation, and Authorization System) to assist the Department – MCO in managing the Family Care program. MIDAS is a multi-featured database/web application system to maintain client records, enrollment data, eligibility information, care plans and case notes, Medicare and Medicaid information, assessments, service authorizations, member obligation receivables, provider network and support contact information, and other features critical to effective administration of the Family Care program.

The MIDAS system is also designed to provide a large number of user and management reports and maintain flexibility within its internal security system to allow numerous combinations of rights and access levels to the system i.e., MCDFC management, MCDFC and CMU case managers, service providers, etc. *Lakeland Care District* operates a MCO in Wisconsin and desires a Hosting and Access Agreement with MCDFC to use the MIDAS system.

Superior Support Resources, Inc. (SSR) has been providing Hosting and Application Support Services to the MCO since January 2009. Superior Support Resources, Inc., a certified DBE vendor, provides technical and support services for Milwaukee County's own needs in utilizing the MIDAS system.

SSR has unique experience with MIDAS and qualifications to perform the services requested as evidenced by current service provided to the MCO to setup, host and support the Department of Family Care contract with Southwest Family Care Association (SFCA) MCO.

The term of the Hosting and Access Agreement will be for five years. A five-year agreement is the most cost effective and beneficial option for the County providing consistent revenue to support a hosting environment, support and maintenance necessary to assure a reliably high level (99%) of server and application availability to users including *Lakeland Care District*.

SSR is uniquely qualified to provide this service as the result of past services provided to the County hosting and supporting a similar environment, which allows DFC to lease MIDAS to identifier for the other party. A 2012 Professional Services contract with Superior Support Resources to provide MIDAS Hosting and Support Services for multiple users will be funded through rates and fees charged to external users, including *Lakeland Care District* in 2013 and thereafter. Enhancements necessary to the most effective hosting and access to MIDAS for multiple users are fully funded through this agreement.

The Director, Department of Family Care, is hereby requesting authorization to enter into Hosting and Access Agreement with *Lakeland Care District* and to receive the revenues thereunder to include:

1. *Lakeland Care District* shall pay a one-time setup fee of \$75,000 immediately, and
2. *Lakeland Care District* shall timely pay monthly Hosting and Access fees to MCDFC at the rate of eight dollars and fifty cents (\$8.50) per enrolled member, with estimated enrollment in *Lakeland Care District* based upon enrollment as reported to the state in June 2012 of 2,723 members per month.

Total monthly payment received from *Lakeland Care District* is approximately \$23,150/month commencing on January 1, 2013 with total estimated payments in 2013 to MCDFC of \$278,800.

If you have questions concerning the agreement, please contact Maria Ledger at 287-7610.

Attachment: Resolution

cc: County Executive Chris Abele
Amber Moreen, Chief of Staff, Office of the County Executive
Kelly Bablitch, Chief of Staff, County Board
Patrick Farley, Director, DAS
Craig Kammholz, Fiscal & Budget Administrator, DAS
Toni Thomas Bailey, Fiscal & Management Analyst, DAS
Steve Cady, Analyst, County Board Staff
Jennifer Collins, Analyst, County Board Staff
Jodi Mapp, Committee Clerk, County Board Staff
Jim Hodson, Chief Financial Officer, MCDFC

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(ITEM NO. __) From the Department of Family Care to enter into a Hosting and Access Agreement with *Lakeland Care District* Managed Care Organization to use MIDAS to support its own care management and claims processing systems and to receive the revenues thereunder.

A RESOLUTION

WHEREAS, the Milwaukee County Department of Family Care – Managed Care Organization (MCO) has worked to develop a proprietary data application system called MIDAS (Member Information, Documentation, and Authorization System) to assist the Department – MCO in managing the Family Care program; and

WHEREAS, MIDAS is a multi-featured database/web application system to maintain client records, enrollment data, eligibility information, care plans and case notes, Medicare and Medicaid information, assessments, service authorizations, member obligation receivables, provider network and support contact information, and other features critical to effective administration of the Family Care program; and

WHEREAS, the MIDAS system is also designed to provide a large number of user and management reports and maintain flexibility within its internal security system to allow numerous combinations of rights and access levels to the system i.e., MCDFC management, MCDFC and CMU case managers, service providers, etc.); and

WHEREAS, *Lakeland Care District* operates a MCO in Wisconsin and desires a Hosting and Access Agreement with MCDFC to use the MIDAS system; and

WHEREAS, Superior Support Resources, Inc. (SSR) has been providing Hosting and Application Support Services to the MCO since January 2009; and

WHEREAS, Superior Support Resources, Inc., a certified DBE vendor, provides technical and support services for Milwaukee County’s own needs in utilizing the MIDAS system; and

WHEREAS, SSR has unique experience with MIDAS and qualifications to perform the services requested as evidenced by service provided to the MCO to setup, host and support for the Department of Family Care contract with both the Southwest Family Care Association (SFCA) and Northern Bridges MCO; and

46 WHEREAS, the term of the Hosting and Access Agreement will be for five
47 years; and

48
49 WHEREAS, a five-year agreement is the most cost effective and beneficial
50 option for the County providing consistent revenue to support a hosting
51 environment, support and maintenance necessary to assure a reliably high
52 level (99%) of server and application availability to users including *Lakeland*
53 *Care District*; and

54
55 WHEREAS, SSR is uniquely qualified to provide this service as the result
56 of past services provided to the County hosting and supporting a similar
57 environment, which allows DFC to lease MIDAS to SFCA and Northern Bridges;
58 and

59
60 WHEREAS, a 2011 Professional Services contract with Superior Support
61 Resources to provide MIDAS Hosting and Support Services for multiple users
62 will be funded through rates and fees charged to external users, including
63 *Lakeland Care District* in 2013 and thereafter; and

64
65 WHEREAS, enhancements necessary to the most effective hosting and
66 access to MIDAS for multiple users are fully funded through this agreement,
67 now therefore,

68
69 BE IT RESOLVED, that the Director, Department of Family Care, is
70 hereby authorized to enter into Hosting and Access Agreement with *Lakeland*
71 *Care District* and to receive the revenues thereunder to include:

- 72 1. *Lakeland Care District* shall pay a one-time setup fee of
73 \$75,000 immediately, and
74 2. *Lakeland Care District* shall timely pay monthly Hosting and
75 Access fees to MCDFC at the rate of eight dollars and fifty
76 cents (\$8.50) per enrolled member, with estimated enrollment
77 in *Lakeland Care District* based upon enrollment as reported
78 to the state in June 2012 of 2,723 members per month.
79 3. Total monthly payment received from *Lakeland Care District*
80 is approximately \$23,150/month commencing on January 1,
81 2013 with total estimated payments in 2013 to MCDFC of
82 \$277,800.

83
84

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 9/27/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: The Department of Family Care is requesting authorization to enter into a Hosting and Access Agreement with Lakeland Care District MCO to use MIDAS to support its own care management and claims processing systems and to receive the revenues thereunder.

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	121,260
	Revenue	0	\$277,800.00
	Net Cost	0	(\$156,540.00)
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

MCDFC has worked to develop a proprietary data application system called MIDAS (Member Information, Documentation, and Authorization System) to assist the Department – MCO in managing the Family Care program. The Milwaukee County Board of Supervisors by prior action has authorized this Department to enter into a Hosting and Access Agreement with another Family Care agency in 2009 and 2012. Lakeland Care District is another external Family Care program interested in obtaining access to lease MIDAS. This would begin effective January 1, 2013.

MIDAS has been an effective program to support the operations of the MCDFC MCO. This highly successful system is now in use under a Hosting and Access Agreement between this Department and Southwest Family Care Alliance MCO as well as Northern Bridges MCO. Adding Lakeland Care District MCO will allow MCDFC to continue to maintain and continue to develop this application as well as offsetting any costs associated with Hosting and Access for multiple users with revenues received by the Hosting and Access Agreements with each of the three entities. An additional developer/support position is included in the 2013 budget along with the hosting fees for Lakeland Care District. Revenues are anticipated to be in excess of expenditures under this agreement.

Department/Prepared By Jim Hodson

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

County of Milwaukee
INTEROFFICE COMMUNICATION

DATE: October 3, 2012

TO: Sup. Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors
Sup. Peggy West, Chairperson, Committee on Health and Human Needs

FROM: Stephanie Sue Stein, Director, Department on Aging

RE: Request for authorization to increase by \$65,000, from \$1,382,945 to \$1,447, 945, the 2012 contract with Transit Express, Inc., to provide Specialized Elderly Transportation Services, originally authorized under File No. 12-22

I respectfully request that the attached resolution be scheduled for consideration by the Committee on Health and Human Needs at its meeting on October 24, 2012.

The attached resolution authorizes the Director, Department on Aging, to increase by \$65,000, from \$1,382,945 to \$1,447,945, the 2012 contract with Transit Express, Inc., to provide Specialized Elderly Transportation Services, originally authorized under File No. 12-22.

The Department awards funds to provider agencies based on the availability of federal, state, and local funds, allowable costs, usage by older persons of programs and services, and changes in service demand. For many contractual services, actual participation is a function of service availability, client needs, weather, and other factors that cannot be precisely known at the time contracts are awarded. When additional funds become available, the Department seeks to use those funds to fully reimburse vendors for the services they provide.

The Specialized Elderly Transportation Services program provides eligible seniors with rides for medical appointments, grocery shopping, Senior Meal Program meal sites, nursing home visits, and general shopping. The Department has seen a significant increase in demand for medical rides and general shopping trips. The increase in medical rides by seniors' aging-in-place has been especially acute, growing from 15,422 in 2009 to 19,026 in 2011, an increase of 23.4%. Based on demand through August of this year, medical rides could exceed 21,000 in 2012. Greater awareness of the program, increased participation by seniors living in poverty, and continued growth in the average age of participants have all contributed to this increase.

Adoption of the resolution will enable the Department to maintain service levels and to fully reimburse the vendor for services provided. Sufficient funds have been identified in the 2012 State/County Contract for this purpose.

If you have any questions, please contact me at 2-6876.


Stephanie Sue Stein, Director
Milwaukee County Department on Aging

Sup. Marina Dimitrijevic
Sup. Peggy West
Page Two

cc: County Executive Chris Abele
Tia Torhorst
Jennifer Collins
Antionette Thomas-Bailey
Jodi Mapp
Jonette Arms
Thomas Condella
Mary Proctor Brown
Nubia Serrano
Gary Portenier
Pat Rogers

RESOLUTION

WHEREAS, on December 15, 2011, the Milwaukee County Board of Supervisors authorized the Director, Department on Aging, to execute contracts to provide programs and services for the period January 1, through December 31, 2012 [File No. 12-22]; and

WHEREAS, the Department awards funds to provider agencies based on the availability of federal, state, and local funds, previous usage by older persons of the programs and services provided, anticipated changes in service demand, and allowable costs; and

WHEREAS, the actual amount of services occurring under a contract is a function of number of participants, actual service demand, evolving client needs, weather, and other factors that cannot be precisely known at the time a contract is awarded; and

WHEREAS, when additional funds become available, the Department uses such funds to fully reimburse vendors for the services provided to eligible participants; and

WHEREAS, the availability of specialized transportation enables frail elders to remain independent in the community; and

WHEREAS, the cost to provide 2012 Specialized Elderly Transportation Services through September is greater than anticipated, indicating a significant deficit in the program without additional funding; and

WHEREAS, the provider for 2012 Specialized Elderly Transportation Services is Transit Express, Inc.; and

WHEREAS, the Department has identified sufficient funds to increase the 2012 award to Transit Express, Inc. by \$65,000, for a revised award of \$1,447,945; now, therefore

BE IT RESOLVED, that the Director, Department on Aging, is hereby authorized to increase by \$65,000, from \$1,382,945 to \$1,447,945, the award to Transit Express, Inc., to provide Specialized Elderly Transportation Services in 2012.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: October 4, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for authorization to increase by \$65,000, from \$1,382,945 to \$1,447, 945, the 2012 contract with Transit Express, Inc., to provide Specialized Elderly Transportation Services, originally authorized under File No. 12-22

FISCAL EFFECT:

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	
	Revenue	0	
	Net Cost	0	
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The attached resolution authorizes the Director, Department on Aging, to increase by \$65,000, from \$1,382,945 to \$1,447,945, the 2012 contract with Transit Express, Inc., to provide Specialized Elderly Transportation Services, originally authorized under File No. 12-22.

Sufficient unallocated funds were identified in the 2012 State/County Contract for this purpose.

This resolution has no net fiscal impact on 2012 other than the allocation of staff time required to prepare the accompanying report and resolution.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By Gary W. Portenier, Program Planning Coordinator, Department on Aging



Authorized Signature

Did DAS-Fiscal Staff Review? Yes No

County of Milwaukee
INTEROFFICE COMMUNICATION

DATE: October 4, 2012

TO: Sup. Marina Dimitrijevic, Chairwomen, Milwaukee County Board of Supervisors
Sup. Peggy West, Chairperson, Committee on Health and Human Needs

FROM: Stephanie Sue Stein, Director, Department on Aging

RE: Request for authorization to increase by \$24,000, from \$87,300 to \$111,300, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Shopping and Errand Services, originally authorized under File No. 12-22

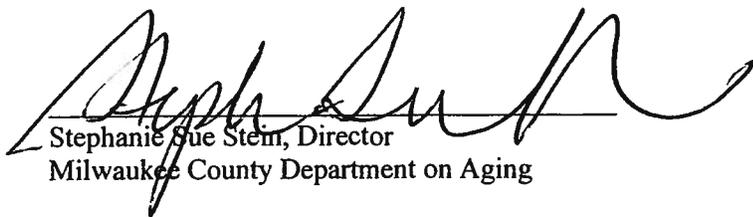
I respectfully request that the attached resolution be scheduled for consideration by the Committee on Health and Human Needs at its meeting on October 24, 2012.

The attached resolution authorizes the Director, Department on Aging, to increase by \$24,000, from \$87,300 to \$111,300, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Shopping and Errand Services authorized under File No. 12-22.

The Department awards funds to provider agencies based on the availability of federal, state, and local funds, allowable costs, usage by older persons of programs and services, and changes in service demand. For many contractual services, actual participation is a function of service availability, client needs, weather, and other factors that cannot be precisely known at the time contracts are awarded. When additional funds become available, the Department seeks to use those funds to fully reimburse vendors for the services they provide.

The Shopping and Errand Services program provides grocery shopping, pick up of prescription drugs, and related services to 150 homebound elders not eligible for Family Care. This service enables frail elders to continue living independently in their own homes. However, rising costs of fuel and labor may affect the Department's ability to provide this essential service. Adoption of the resolution will enable the Department to maintain service levels and to fully reimburse the vendor for services provided. The proposed amendment is funded through increased 100% time reporting reimbursement to the Aging Resource Center.

If you have any questions, please contact me at 2-6876.


Stephanie Sue Stein, Director
Milwaukee County Department on Aging

cc: County Executive Chris Abele
Tia Torhorst
Jennifer Collins

Sup. Marina Dimitrijevic
Sup. Peggy West
Page Two

cc: Antionette Thomas-Bailey
Jodi Mapp
Jonette Arms
Thomas Condella
Mary Proctor Brown
Nubia Serrano
Gary Portenier
Pat Rogers

RESOLUTION

WHEREAS, on December 15, 2011, the Milwaukee County Board of Supervisors authorized the Director, Department on Aging, to execute contracts to provide programs and services for the period January 1, through December 31, 2012 [File No. 12-22]; and

WHEREAS, the Department awards funds to provider agencies based on the availability of federal, state, and local funds, previous usage by older persons of the programs and services provided, anticipated changes in service demand, and allowable costs; and

WHEREAS, the actual amount of services occurring under a contract is a function of number of participants, actual service demand, evolving client needs, weather, and other factors that cannot be precisely known at the time a contract is awarded; and

WHEREAS, when additional funds become available, the Department uses such funds to fully reimburse the vendor for services provided to eligible seniors; and

WHEREAS, the availability of shopping and errand services enables frail elders to remain independent in the community; and

WHEREAS, the cost to provide 2012 Shopping and Errand Services through September is greater than anticipated, indicating a significant deficit in the program without additional funding; and

WHEREAS, the provider for 2012 Shopping and Errand Services is Goodwill Industries of Southeastern Wisconsin, Inc.; and

WHEREAS, the Department has identified sufficient funds to increase the 2012 award to Goodwill Industries by \$24,000, for a revised award of \$111,300; now, therefore

BE IT RESOLVED, that the Director, Department on Aging, is hereby authorized to increase by \$24,000, from \$87,300 to \$111,300, the award to Goodwill Industries of Southeastern Wisconsin, Inc., to provide Shopping and Errand Services in 2012.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: October 4, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for authorization to increase by \$24,000, from \$87,300 to \$111,300, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Shopping and Errand Services, originally authorized under File No. 12-22

FISCAL EFFECT:

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|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	24,000	
	Revenue	24,000	
	Net Cost	0	
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The attached resolution authorizes the Director, Department on Aging, to increase by \$24,000, from \$87,300 to \$111,300, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Shopping and Errand Services authorized under File No. 12-22.

The increase is funded through 100% time reporting reimbursement to the Aging Resource Center.

This resolution has no net fiscal impact on 2012 other than the allocation of staff time required to prepare the accompanying report and resolution.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By Gary W. Portenier, Program Planning Coordinator, Department on Aging



Authorized Signature

Did DAS-Fiscal Staff Review? Yes No

County of Milwaukee
INTEROFFICE COMMUNICATION

DATE: October 3, 2012

TO: Sup. Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors
Sup. Peggy West, Chairperson, Committee on Health and Human Needs

FROM: Stephanie Sue Stein, Director, Department on Aging

RE: Request for authorization to increase by \$25,000, from \$67,500 to \$92,500, the contract with SET Ministry, Inc., to provide 2012 Outreach in Public Housing as originally authorized under File No. 12-22

I respectfully request that the attached resolution be scheduled for consideration by the Committee on Health and Human Needs at its meeting on October 24, 2012.

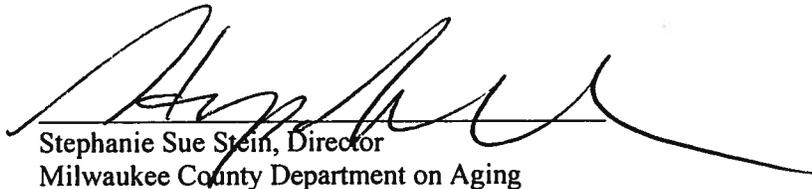
The attached resolution authorizes the Director, Department on Aging, to increase by \$25,000, from \$67,500 to \$92,500, the contract with SET Ministry, Inc., to provide 2012 Outreach in Public Housing as originally authorized under File No. 12-22.

The \$25,000 increase will support a joint effort with other community agencies to offset the cost of SET Ministry, Inc., serving as fiscal agent for a marketing outreach initiative, "Mobile Market", designed to help combat hunger in the community through the purchase, delivery, and sale of high quality, low cost food in metropolitan Milwaukee neighborhoods. Each of thirteen locations is visited once a month. The one-time expense in the attached resolution will assist in sustaining the mobile food program during a period of transition as new fund-raising initiatives are developed to ensure long-term support of the program.

Mobile Market serves shoppers in two ways. First, persons can stretch their food dollars farther by selecting food at savings of 30% over traditional grocery stores. Second, shoppers can select from a product mix that emphasizes healthier food choices, such as fresh fruits and vegetables. In addition, Market plans to create a forum to be used for health promotion, such as nutrition education, blood pressure screening, weight checks, safe food preparation, and LTC outreach.

The proposed amendment is funded through increased 100% time reporting reimbursement to the Aging Resource Center.

If you have any questions, please contact me at 2-6876.


Stephanie Sue Stein, Director
Milwaukee County Department on Aging

Sup. Marina Dimitrijevic
Sup. Peggy West
Page Two

cc: County Executive Chris Abele
Tia Torhorst
Jennifer Collins
Antionette Thomas-Bailey
Jodi Mapp
Jonette Arms
Thomas Condella
Mary Proctor Brown
Nubia Serrano
Chet Kuzminski
Gary Portenier

RESOLUTION

WHEREAS, on December 15, 2011, the Milwaukee County Board of Supervisors authorized the Director, Department on Aging, to execute contracts to provide programs and services for the period January 1, through December 31, 2012 [File No. 12-22]; and

WHEREAS, the Department contracts with SET Ministry, Inc. to provide Outreach in Public Housing by offering health education (including mental health), health assessments (including long-term care options), wellness programming (including healthy eating), and health related referral services; and

WHEREAS, the Outreach in Public Housing program occurs at fourteen high-rises and seven subsidized housing locations in Milwaukee County; and

WHEREAS, SET Ministry collaborates with other community organizations, where appropriate, to meet outcomes of the Outreach in Public Housing program; and

WHEREAS, one of those collaborations involves participation in Mobile Market, an initiative designed to combat hunger through the purchase, delivery, and sale of high quality, low cost food at more than a dozen locations within Milwaukee County (each once a month), including many locations near public housing; and

WHEREAS, Mobile Market is in a period of transition while management develops new fund-raising initiatives to assure long-term stability of the program; and

WHEREAS, SET Ministry has agreed to serve as fiscal agent for that marketing outreach initiative; and

WHEREAS, the Department has identified funds for a one-time commitment of \$25,000 to support SET Ministry as Mobile Market fiscal agent for the period October 1, through December 31, 2012; and

WHEREAS, the Department seeks authorization from the Milwaukee County Board for the one-time expenditure; and

WHEREAS, the Department has determined that amending the existing Outreach in

Public Housing contract is the most efficient way of accomplishing that end; now, therefore

BE IT RESOLVED, that the Director, Department on Aging, is hereby authorized to increase by \$25,000, from \$67,500 to \$92,500, the 2012 contract with SET Ministry, Inc., to provide Outreach in Public Housing.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: October 4, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for authorization to increase by \$25,000, from \$67,500 to \$92,500, the contract with SET Ministry, Inc., to provide 2012 Outreach in Public Housing as originally authorized under File No. 12-22

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	25,000	
	Revenue	25,000	
	Net Cost	0	
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The attached resolution authorizes the Director, Department on Aging, to increase by \$25,000, from \$67,500 to \$92,500, the contract with SET Ministry, Inc., to provide 2012 Outreach in Public Housing as originally authorized under File No. 12-22.

The increase is funded through 100% time reporting reimbursement revenue to the Aging Resource Center.

This resolution has no net fiscal impact on 2012 other than the allocation of staff time required to prepare the accompanying report and resolution.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By Gary W. Portenier, Program Planning Coordinator, Department on Aging



Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

County of Milwaukee
INTEROFFICE COMMUNICATION

DATE: October 4, 2012

TO: Sup. Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors
Sup. Peggy West, Chairperson, Committee on Health and Human Needs

FROM: Stephanie Sue Stein, Director, Department on Aging

RE: Request for authorization to (1) increase by \$35,500, from \$240,000 to \$275,500, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Nutrition Site Supervision Services (12 Sites) and (2) increase by \$34,750, from \$180,000 to \$214,750, the 2012 contract with Interfaith Older Adult Programs, Inc., to provide Nutrition Site Supervision Services (9 Sites), originally authorized under File No. 12-22

I respectfully request that the attached resolution be scheduled for consideration by the Committee on Health and Human Needs at its meeting on October 24, 2012.

The attached resolution authorizes the Director, Department on Aging, to (1) increase by \$35,500, from \$240,000 to \$275,500, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Nutrition Site Supervision Services (12 Sites) and (2) increase by \$34,750, from \$180,000 to \$214,750, the 2012 contract with Interfaith Older Adult Programs, Inc., to provide Nutrition Site Supervision Services (9 Sites), originally authorized under File No. 12-22.

The purpose of the Department on Aging Senior Meal Program, established under the Older Americans Act, is to reduce hunger, to offer a hot nutritious meal, promote the health and well-being of older persons, gain access to nutrition and disease prevention education, and target older persons with the greatest economic or social need. The Department on Aging funds twenty-seven Senior Meal Program nutrition sites throughout Milwaukee County to support that goal.

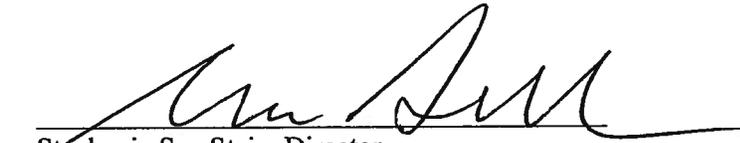
Goodwill Industries and Interfaith Older Adult Programs manage most of Milwaukee County's Senior Meal Program nutrition sites. The proposed increase in funding in the accompanying resolution includes \$32,500 to create detailed plans to promote congregate meal programs at county-owned and ethnic supported senior centers through development of new technological tools, e-strategies, and marketing and outreach materials designed to increase participation by seniors likely to benefit from the meal program. Goodwill and Interfaith will focus their efforts on the sites they manage directly or provide technical assistance.

The balance of each amendment (\$3,000 to Goodwill and \$2,250 to Interfaith) enables the vendor to purchase miscellaneous kitchen and dining supplies used in the congregate meal program.

The proposed amendment is funded through an increase in meal reimbursement revenue to the Department on Aging Nutrition Program.

If you have any questions, please contact me at 2-6876.

Sup. Marina Dimitrijevic
Sup. Peggy West
Page Two



Stephanie Sue Stein, Director
Milwaukee County Department on Aging

cc: County Executive Chris Abele
Tia Torhorst
Jennifer Collins
Antionette Thomas-Bailey
Jodi Mapp
Jonette Arms
Thomas Condella
Nubia Serrano
Mary Proctor Brown
Beth Monrial Zatarski
Gary Portenier
Pat Rogers

RESOLUTION

WHEREAS, on December 15, 2011, the Milwaukee County Board of Supervisors authorized the Director, Department on Aging, to execute contracts to provide programs and services for the period January 1, through December 31, 2012 [File No. 12-22]; and

WHEREAS, the Department contracts with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Nutrition Site Supervision Services (12 sites) for seniors receiving meals at those site; and

WHEREAS, the Department contracts with Interfaith Older Adult Programs, Inc, to provide Nutrition Site Supervision Services (9 sites) for seniors participating at those locations; and

WHEREAS, the purpose of the Department on Aging Senior Meal Program is to reduce hunger, to offer a hot nutritious meal, promote the health and well-being of older persons, gain access to nutrition and disease prevention education, and target older persons with the greatest economic or social need; and

WHEREAS, the Department seeks to enhance public awareness of the Senior Meal Program through expanded marketing and outreach efforts; and

WHEREAS, the Department seeks to create strategies to promote its congregate meal programs at both county-owned and ethic supported senior centers through development of new technological tools, e-strategies, and marketing and outreach materials designed to increase senior awareness of and participation in the meal program; and

WHEREAS, the Department seeks to increase existing Nutrition Site Supervision contracts with Goodwill Industries and Interfaith Older Adult Programs respectively, making use of their experience and expertise in developing those strategies; and

WHEREAS, the Department proposes increasing its Nutrition Site Supervision contract will Goodwill Industries by \$35,500, with \$32,500 used for developing new marketing and outreach efforts and \$3,000 for incidental purchases for the congregate meal program; and

WHEREAS, the Department proposes increasing its Nutrition Site Supervision contract will Interfaith Older Adult Programs by \$34,750, with \$32,500 used for developing new marketing and outreach efforts and \$2,250 for incidental purchases for the congregate meal program; and

WHEREAS, the Department has identified sufficient funds in the State/County contract for this purpose; now, therefore

BE IT RESOLVED, that the Director, Department on Aging, is hereby authorized to (1) increase by \$35,500, from \$240,000 to \$275,500, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Nutrition Site Supervision Services (12 Sites) and (2) increase by \$34,750, from \$180,000 to \$214,750, the 2012 contract with Interfaith Older Adult Programs, Inc., to provide Nutrition Site Supervision Services (9 Sites) with those increases used for the purposes outlined in this resolution.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: October 4, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for authorization to (1) increase by \$35,500, from \$240,000 to \$275,500, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Nutrition Site Supervision Services (12 Sites) and (2) increase by \$34,750, from \$180,000 to \$214,750, the 2012 contract with Interfaith Older Adult Programs, Inc., to provide Nutrition Site Supervision Services (9 Sites), originally authorized under File No. 12-22

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	70,250	
	Revenue	70,250	
	Net Cost	0	
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
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- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The attached resolution authorizes the Director, Department on Aging, to (1) increase by \$35,500, from \$240,000 to \$275,500, the 2012 contract with Goodwill Industries of Southeastern Wisconsin, Inc., to provide Nutrition Site Supervision Services (12 Sites) and (2) increase by \$34,750, from \$180,000 to \$214,750, the 2012 contract with Interfaith Older Adult Programs, Inc., to provide Nutrition Site Supervision Services (9 Sites), originally authorized under File No. 12-22.

The proposed amendment is funded through an increase in meal reimbursement revenue to the Department on Aging Nutrition Program.

This resolution has no net fiscal impact on 2012 other than the allocation of staff time required to prepare the accompanying report and resolution.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By Gary W. Portenier, Program Planning Coordinator, Department on Aging



Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

County of Milwaukee
INTEROFFICE COMMUNICATION

DATE: October 4, 2012

TO: Sup. Marina Dimitrijevic, Chairwomen, Milwaukee County Board of Supervisors
Sup. Peggy West, Chairperson, Committee on Health and Human Needs

FROM: Stephanie Sue Stein, Director, Department on Aging

RE: Request for authorization to accept an \$8,000 grant from the Helen Bader Foundation to assist in printing the **Faces of Aging 2012**, a demographics report on Milwaukee County seniors to be published later this year in conjunction with the 2013-2015 Area Plan for Older People

I respectfully request that the attached resolution be scheduled for consideration by the Committee on Health and Human Needs at its meeting on October 24, 2012.

The attached resolution authorizes the Director, Department on Aging, to accept an \$8,000 grant from the Helen Bader Foundation to assist in printing the **Faces of Aging 2012**, a demographics report on Milwaukee County seniors to be published later this year in conjunction with the 2013-2015 Area Plan for Older People.

Milwaukee County must every three years submit a comprehensive Area Plan for Older People to the Wisconsin Department of Health Services – Bureau of Aging and Disability Resources. The plan is required under the federal Older Americans Act and constitutes Milwaukee County's application for approximately \$6,000,000 a year in federal and state grants for aging programs. The Department will submit the draft 2013-2015 Area Plan for Older People during the December board cycle for review and authorization by the County Board of Supervisors.

One aspect of the Area Plan involves an analysis of the demographics of older people residing in Milwaukee County to help assure that the programs and services provided through Department on Aging meet the service needs of that population. The Department, in partnership with the Center for Urban Population Health (UWM) and the American Association of Retired Persons (AARP), has developed a comprehensive demographics report – **Faces of Aging 2012** – to be published in December in conjunction with the Area Plan.

To help fund publication of **Faces of Aging 2012**, the Department applied for a grant from the Helen Bader Foundation to assist with printing the report. The Foundation accepted our grant request for \$8,000 and approved awarding the grant to Milwaukee County. The Department needs authorization from the County Board and County Executive to receive the award funds. This report and attached resolution constitutes the Department's request for that authorization.

If you have any questions, please contact me at 2-6876.

Sup. Marina Dimitrijevic
Sup. Peggy West
Page Two



Stephanie Sue Stein, Director
Milwaukee County Department on Aging

cc: County Executive Chris Abele
Tia Torhorst
Jennifer Collins
Antionette Thomas-Bailey
Jodi Mapp
Jonette Arms
Thomas Condella
Mary Proctor Brown
Nubia Serrano
Jon Janowski
Gary Portenier
Pat Rogers

RESOLUTION

WHEREAS, the Milwaukee County Department on Aging is funded primarily through several federal and state grant programs administered through the Wisconsin Department of Health Services – Bureau of Aging and Disability Resources; and

WHEREAS, every three years, Milwaukee County must submit a comprehensive Area Plan for Older People to Wisconsin Department of Health Services – Bureau of Aging and Disability Resources, as required under the federal Older Americans Act; and

WHEREAS, the Plan constitutes Milwaukee County's application for nearly \$6,000,000 annually in federal and state grants for aging programs; and

WHEREAS, one requirement of the Plan is to provide a demographics analysis of older people residing in Milwaukee County to help assure that aging programs provided in the community meet the service needs of that population; and

WHEREAS, in developing the 2013-2015 Area Plan for Older People, the Department on Aging, in partnership with the Center for Urban Population Health (CUPH) and the American Association of Retired Persons (AARP), has prepared a report entitled **Faces of Aging 2012** consistent with the Area Plan requirements; and

WHEREAS, the Department will present the Area Plan during the December Board cycle for review and authorization by the County Board; and

WHEREAS, **Faces of Aging 2012** will be published in December as part of the Area Plan; and

WHEREAS, to help fund publication of **Faces of Aging 2012**, the Department applied for a grant from Helen Bader Foundation to assist with printing the report; and

WHEREAS, the Foundation accepted our grant request and is awarding \$8,000

to assist in the printing of **Faces of Aging 2012**; now, therefore

BE IT RESOLVED, that the Director, Department on Aging, is hereby authorized to accept an \$8,000 grant from the Helen Bader Foundation to assist in printing the **Faces of Aging 2012**, a demographics report on Milwaukee County seniors to be published later this year in conjunction with the 2013-2015 Area Plan for Older People.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: October 4, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for authorization to accept an \$8,000 grant from the Helen Bader Foundation to assist in printing the **Faces of Aging 2012**, a demographics report on Milwaukee County seniors to be published later this year in conjunction with the 2013-2015 Area Plan for Older People

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	8,000	
	Revenue	8,000	
	Net Cost	0	
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
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- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The attached resolution authorizes the Director, Department on Aging, to accept an \$8,000 grant from the Helen Bader Foundation to assist in printing the **Faces of Aging 2012**, a demographics report on Milwaukee County seniors to be published later this year in conjunction with the 2013-2015 Area Plan for Older People

This resolution has no net fiscal impact on 2012 other than the allocation of staff time required to prepare the accompanying report and resolution.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By Gary W. Portenier, Program Planning Coordinator, Department on Aging



Authorized Signature

Did DAS-Fiscal Staff Review? Yes No



MILWAUKEE COUNTY DEPARTMENT ON AGING

TO: Supervisor Peggy Romo West, Chair, Committee on Health and Human Needs

FROM: Stephanie Sue Stein, Director, Milwaukee County Department on Aging
Jonette N. Arms, Assistant Director, Milwaukee County Department on Aging

DATE: October 8, 2012

SUBJECT: **Informational report outlining actions taken by the Milwaukee County Department on Aging in partnership with the Commission on Aging Intergenerational Council to develop a plan that will assist with strengthening and bridging gaps between older adults and youth.**

Background

The Milwaukee County Department on Aging (MCDA) was authorized by the Committee on Health and Human Needs (File Number 12-587) to work in partnership with the Intergenerational Council of the Commission on Aging to promote and expand intergenerational programming in Milwaukee County.

Staffed by the Milwaukee County Department on Aging, a subcommittee of the Intergenerational Council met on Wednesday, August 22, 2012 to discuss strategies and possible partnerships for accomplishing the following outcomes as outlined in the resolution:

- Seek to expand membership on the Intergenerational Council to additional partner agencies within Milwaukee County
- Develop a guide sheet of intergenerational activities
- Make recommendations for additional intergenerational programming
- Develop evaluation and performance measurement tools for intergenerational programming so that future programming can be 'evidence-based'
- Reach out to other Milwaukee County departments to brainstorm additional intergenerational program opportunities

The Milwaukee County Commission on Aging Intergenerational Council's mission is to promote and strengthen solidarity, support and positive interaction among generations in the community. The Intergenerational Council embraces its mission and the opportunity to be supported by the Health and Human Needs Committee to build upon and enhance the current efforts of the council.

The council takes serious the charge assigned in the resolution and looks forward to being a change agent in creating and supporting meaningful intergenerational relationships across Milwaukee County. The Intergenerational Council subcommittee brainstormed ideas to begin preliminarily planning of an intergeneration symposium, which would be the impetus behind meeting the requirements of the resolution and helping to shape strong intergenerational connections.

During the subcommittee meeting of Wednesday, August 22, 2012, members came up with the subsequent framework.

Proposal

To plan, coordinate, and conduct an intergenerational symposium. Too many youth and older adults do not know or understand each other. To assist with helping older adults and youth learn more about the richness of opportunities and share reciprocal experiences.

Developing relationships with younger generations can help older adults feel a greater sense of fulfillment. Creating opportunities for youth and adults can provide reciprocal rewards. These benefits can be revealed as:

- Opportunities for youth and older adults to learn new skills
- A sense of purpose for youth and older adult
- Helping youth to alleviate their fears and prejudices against older adults
- An approach to debunk myths, biases, and suspicions of youth
- Youth understanding and embracing their own aging process
- Older adults and youth developing respect for one another

To coordinate a community plan to promote and expand intergenerational programming, the symposium will be planned as an all-day event (9:00 am until 2:00 pm) and will be held when school is in session to allow their support and transportation of children. The thought is to hold the symposium prior to the end of the school year where children could take advantage of intergenerational programs and service-learning placements during the summer months.

One suggested component of the symposium would include a panel of speakers sharing expertise about intergenerational programming, current and potential opportunities, experiences, and benefits. A diverse group of individuals representing professionals, older adults, and youth will make-up the panel.

Additional ideas to be considered regarding the format of symposium:

- Continental breakfast with panel presentation
- Morning breakout sessions to discuss and share issues and concerns
- Lunch with a keynote speaker
- Afternoon group breakouts to develop ideas and strategies to address issues and concerns discussed in morning sessions
- End of day report out to share issues, strategies and commonalities among both populations
- Youth and older adults will lead all sessions and group breakouts

The Intergenerational Council will guide the formation of the symposium by identifying a planning workgroup comprised of youth, seniors, and community and service providers to support all aspects of the planning process (marketing/promotion, speakers, breakout sessions, etc.). Just like with Intergenerational Council meetings, MCDA staff members will oversee every workgroup meeting. All advisory committee meetings will have minutes and information discussed will be shared with and approved by the Intergenerational Council and reported at Milwaukee County Commission on Aging meetings.

A select group of individuals as described will be asked to participate on the Intergenerational Council symposium planning workgroup and or invited to expand the Intergenerational Council as regular members. New council members and planning partners will be considered based on:

- Broad involvement and knowledge of intergenerational programming
- Ability to target and work with underserved populations that often go unrecognized in the specific topic area i.e., Hmong and Laotian, Hispanic, and Indian

- Opportunities to provide sponsorship support (funding, marketing, educational programming, etc.)
- Ability to reach out to a broad diverse population of youth and families. Taking a family centered approach, the goal is to look beyond the specific needs of the children and also include how parents and extended family can be included to address all areas to support children's needs

Potential partners meeting the aforementioned criteria are listed in the attached addendum.

Additional resources and tools will be considered as the MCDA and the Intergenerational Council continues to discuss and develop a plan to address the outcomes as mandated by the resolution:

- Create a *resource guide* of agencies and organizations that provide intergenerational programming
- Identify how resource guide will be maintained as a relevant and timely source of information
- Develop a *toolkit* as a roadmap for developing intergenerational programming
- Define programming
- Identify what will be considered success
- Identify what should be evaluated, e.g., effectiveness of the symposium, performance goals of outcomes developed during and implemented after the symposium, reduction in youth crime or violence and or increased involvement in child and older adult productive interactive opportunities (social, volunteer, educational, workforce development, etc.)

The Commission on Aging and Intergenerational Council are excited about this initiative, look forward to its implementation, and feel confident of its success.

Respectfully submitted by:



Stephanie Sue Stein, Director
Milwaukee County Department on Aging

Attachment

cc: County Executive Chris Abele
Supervisor Marina Dimitrijevic
Tia Torhorst
Jennifer Collins
Antionette Thomas-Bailey
Jonette Arms
Thomas Condella
Mary Proctor Brown
Nubia Serrano
Chet Kuzminski
Gary Portenier
Diane Beckley
Pat Rogers

**Addendum to the Milwaukee County Department on Aging Informational Report to
Milwaukee County Health and Human Needs Committee
Monday, October 8, 2012**

Potential partners and members for Intergenerational Council:

1. Admirals
2. Agape
3. American Indian School*
4. Anthony Rhodes, United Neighborhood Centers of Milwaukee – Collaborative of several youth and family community centers/agencies*
5. Archdiocese
6. Area Health Education Center – training health workers
7. Bevan Baker and other municipal health departments
8. Black Achievers
9. Boys and Girls Clubs
10. Brewers
11. Camille Mortimere, Academy of Learning Leadership
12. Center for Intergenerational Learning at Temple University (National support)
13. Center for Urban Population Health
14. Children’s Outing Association
15. Church Youth Ministries
16. Common Ground
17. Department of Instruction Educational Opportunity Program
18. Fatherhood Initiative
19. Former teachers/administrators (older adults)
20. Generations United (National support)
21. Gloria Rhone, Marquette University
22. Harley Davidson
23. Health Training Institute
24. HeartLove
25. Helen Bader
26. Hmong American Friendship*
27. Hope Schools
28. Indian Council of the Elderly*
29. Interfaith Older Adult Programs*
30. Judge Barry Phillips
31. Judge Carl Ashley
32. Judge Derek C. Mosley
33. Judge Valerie Hill
34. Kosciusko Community Center*
35. Lad Lake
36. Mac Weddle, Northcott
37. Marquette High School
38. Martin Luther King Community Center*
39. Medical College of Wisconsin
40. Methodist
41. MICAH*
42. Milwaukee Christian Center
43. Milwaukee County Board of Supervisors
44. Milwaukee County Children’s Court
45. Milwaukee County Delinquency and Court Services Division
46. Milwaukee County Department of Family Care
47. Milwaukee County Executive’s Office
48. Milwaukee Police Community Services Division
49. Milwaukee NAACP Youth Council
50. Nation of Islam
51. Pan-Hellenic groups (sororities/fraternities)
52. PBS
53. Pearls for Girls
54. Planning Council for Health and Human Services
55. Professional Associations, such as Top Ladies of Distinction or Pilot Club (older women)
56. Project Ujima
57. ReDonna Rogers, Center for Teaching Entrepreneurship
58. Rhonda Taylor-Parris – Aurora, Inroads Program
59. Running Rebels
60. Silverspring Neighborhood Center
61. Social Development Commission*
62. St. Amellian Lakeside Independence*
63. St. Ann Center for Intergenerational Care Buddy Program*
64. State Baptist Convention
65. Ted Johns – Intergenerational specialization, Community Advocates
66. Time Warner Cable – STEM Program*
67. Trinette McCray, Cardinal Stritch
68. UMOG
69. United Health Care*
70. University of Wisconsin-Milwaukee or Madison
71. Urban League
72. Urban Underground*
73. Walker’s Point
74. YWCA

**Denotes partners that would be asked to become ongoing members of the Intergenerational Council.*

MILWAUKEE COUNTY
Inter-Office Memorandum

DATE: September 24, 2012

TO: Supervisor Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by: Geri Lyday, Administrator, Disabilities Services Division

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to enter into a contract with NRS Services, LLC for the provision of Crisis Respite Home services in the Disabilities Services Division for the period November 1, 2012 through December 31, 2012 in the amount of \$83,333

Issue

Section 46.09 of the Milwaukee County Code of General Ordinances requires County Board approval for the purchase of human services from nongovernmental vendors. Per Section 46.09, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to enter into a contract with NRS Services, LLC for the provision of Crisis Respite Home services in the Disabilities Services Division (DSD) for the period November 1, 2012 through December 31, 2012 in the amount of \$83,333.

Background and Rationale

In December 2011, the County Board authorized a 2012 purchase of service contract for six months to Phoenix Care Systems, Inc. to provide Crisis Respite Home services. A six-month agreement was recommended because the current location providing Crisis Respite Home services was not fully accessible. The 2012 Request for Proposals (RFP) stated that the County wanted an accessible location. The current provider was to either find a fully accessible location in six months or other providers would be solicited to operate the crisis respite home that were fully accessible. Past efforts to acquire an alternate location to meet this requirement have not been successful.

In its June 2012 report to the Committee on Health and Human Needs, DSD reported that the existing vendor providing Crisis Respite Home services was not able to provide an accessible option for this program. Therefore, DSD indicated its intention to issue an RFP to seek an alternative for Crisis Respite Home services that would be fully accessible.

Current Respite Home Services

As indicated in the June 2012 report to the County Board, DSD continues to utilize the Crisis Respite Home as a less restrictive service alternative for individuals with intellectual, physical disabilities or with co-occurring mental health and intellectual disabilities who live in the community and need short-term crisis intervention. Individuals in crisis need alternatives to being admitted to units at the Behavioral Health Division (BHD). The source of referrals include community residential providers, DSD's Adult Protective Services Unit, families, BHD's Psychiatric Crisis Services and the Care Management Organizations (CMO's).

Due to the complex needs individuals exhibit when residing at the Crisis Respite Home, careful planning must go into developing and implementing successful return to permanent living arrangements. It is therefore imperative that services are provided by sophisticated clinical staff and highly trained and experienced direct care staff. Typically, individuals have funding for their long term support needs through one of the Family Care options available and can utilize that resource to help identify living alternatives as they transition from the Crisis Respite Home.

Additional Capacity/BHD Hilltop Downsizing

DSD continues to work in conjunction with BHD on the downsizing initiative for its Hilltop facility for individuals with co-occurring mental illness and intellectual disabilities. It is anticipated that up to 24 individuals who are currently residing at the Hilltop facility will be moving to community-based living arrangements by July 2013.

Individuals currently residing at Hilltop have been assessed as to what behavioral supports might be required as they transition to a new community-based living arrangement. Many of these individuals experience periodic increases in support needs and some may need occasional Crisis Respite Home services. This is believed to be a better alternative than admitting an individual to the BHD Psychiatric Crisis Service when he or she needs to have a temporary alternative living arrangement to diffuse a crisis situation because of behavioral challenges or other circumstances. This alternative is also more cost-effective and clinically appropriate since individuals will have access to special services from staff who have experience working with co-occurring mental illness and intellectual disabilities.

The DSD Crisis Respite Home RFP is seeking expansion of the existing capacity from four to eight beds. It is anticipated that the additional capacity will be utilized to support those individuals who will transition through the BHD Hilltop downsizing initiative. This is an integral part of the downsizing initiative and will also be a beneficial service to all individuals with intellectual disabilities who experience short-term crisis situations and are in need of brief crisis respite services.

The additional funding for this initiative will be available from the Mental Health Community Investment funding.

Request For Proposals

An RFP was issued in July 2012 by DHHS DSD and a review panel was convened to review the proposals that were submitted. The process resulted in two proposals being received. One of the proposals did not score favorably with the review panel. The other application scored very well and therefore, the review panel's recommendation was to award the contract to NRS Services, LLC. This vendor is known to DSD and has provided innovative residential services, targeted case management services and has developed highly specialized residential options for individuals who experience co-occurring behavioral challenges. This relatively new agency was formed by several well-respected residential providers as a new organization that would specialize in supporting individuals with intellectual disabilities who also experience significant behavioral challenges and/or co-occurring mental health issues.

According to the proposal submitted, NRS Services, LLC has acquired two four-bed locations that will provide fully accessible Crisis Respite Home services. It is also anticipated that the site(s) will be fully licensed by the State by November 1 which will allow DSD to bill for anticipated Medicaid revenue under DHS Chapter 34. The two four-bed sites are recommended to provide a smaller setting which tends to be more conducive to working with individuals presenting more aggressive and challenging behaviors.

DSD is therefore recommending a contract with NRS Services, LLC to be effective November 1, 2012 to provide Crisis Respite Home Services. DSD will also conclude its current contract with Phoenix Care Systems, Inc. effective October 31, 2012.

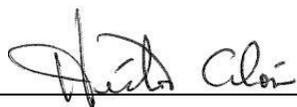
Recommendation

It is recommended that the County Board authorize the Director, DHHS or his designee to enter into a contract with NRS Services, LLC for the provision of Crisis Respite Home services in the Disabilities Services Division (DSD) for the period November 1, 2012 through December 31, 2012 in the amount of \$83,333.

Fiscal Effect

Funding for this contract is already budgeted in the 2012 DSD budget. There is no additional tax levy required. A fiscal note form is attached.

Respectfully Submitted,



Héctor Colón, Director
Department of Health and Human Services

cc: Chris Abele, County Executive
Tia Torhorst, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Patrick Farley, Director, DAS
Craig Kammholz, Fiscal & Budget Administrator, DAS
CJ Pahl, Assistant Fiscal & Budget Administrator, DAS
Antionette Thomas-Bailey, Fiscal & Management Analyst, DAS
Jodi Mapp, Committee Clerk, County Board Staff
Jennifer Collins, Analyst, County Board Staff

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4 (ITEM) From the Director, Department of Health and Human Services, requesting
5 authorization to enter into a contract with NRS Services, LLC for the provision of Crisis
6 Respite Home services, in the amount of \$83,333 for the period November 1, 2012
7 through December 31, 2012 in the Disabilities Services Division, by recommending
8 adoption of the following:
9

10 **A RESOLUTION**

11
12 WHEREAS, section 46.09 of the Milwaukee County Code of General Ordinances
13 requires County Board approval for the purchase of human services from
14 nongovernmental vendors; and
15

16 WHEREAS, in December 2011, the County Board authorized a 2012 purchase of
17 service contract for six months to provide Crisis Respite Home services; and
18

19 WHEREAS, in its June 2012 report to the County Board, DSD reported that the
20 existing vendor providing Crisis Respite Home services was not able to provide a fully
21 accessible location for this program; and
22

23 WHEREAS, DSD continues to require the services provided by the Crisis Respite
24 Home to provide an appropriate and cost-effective alternative to the Behavioral Health
25 Division Psychiatric Crisis Services for individuals who experience co-occurring
26 intellectual disabilities and/or mental health/behavioral issues as well as individuals who
27 may be referred from other DSD referral sources including the DSD Adults at Risk
28 (Adult Protective Services) Unit; and
29

30 WHEREAS, DSD issued a Request for Proposals to seek an alternative vendor
31 to provide Crisis Respite Home services and selected NRS Services LLC as the
32 successful bidder; and
33

34 WHEREAS, NRS Services LLC is known to DSD and is a respected provider of
35 residential services with experience providing creative, innovative service delivery
36 model alternatives for individuals with co-occurring intellectual disabilities and/or mental
37 health/behavioral issues; and
38

39 WHEREAS, the 2012 DSD Budget includes funding for the provision of Crisis
40 Respite Home Services; now, therefore
41

42 BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby
43 authorizes the Director, DHHS, or his designee, to enter into a contract with NRS
44 Services, LLC for the provision of Crisis Respite Home services in the amount of
45 \$83,333 for the period November 1, 2012 through December 31, 2012 in the Disabilities
46 Services Division

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 9/24/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to enter into a contract with NRS Services, LLC for the provision of Crisis Respite Home services in the Disabilities Services Division for the period November 1, 2012 through December 31, 2012 in the amount of \$83,333

FISCAL EFFECT:

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|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

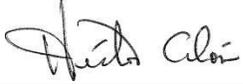
A. The Director of the Department of Health and Human Services (DHHS) requests authorization to execute a contract for \$83,333 with NRS Services, LLC for crisis respite services starting November 1, 2012 to December 31, 2012. This replaces the current contract executed with Phoenix Care Systems, Inc. for the original four-bed crisis service. In addition, the NRS contract expands the existing four-bed service to eight beds.

B. The total annual cost for the eight-bed crisis respite initiative is \$500,000 or about \$41,667 monthly. Therefore, the cost for November and December is \$83,333 for eight beds.

C. The last two months of funding (\$41,667) for the original four-bed crisis unit is included in the 2012 Budget for DHHS in DSD's purchase of service contract line. The cost for the four-bed expansion (\$41,667) will be covered by projected underspending in this same area. As a result, there is no fiscal impact to this request.

D. No assumptions are made.

Department/Prepared By Clare O'Brien, Fiscal and Management Analyst

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE: September 24, 2012

TO: Supervisor Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
(Prepared by B. Thomas Wanta, Administrator/ Chief Intake Officer – DCSD)

SUBJECT: **Report from the Director, Department of Health and Human Services, requesting authorization to increase the 2012 Purchase of Service contract with New Horizon Center, Inc. in the amount of \$56,731 from \$624,045 to \$680,776 for the Delinquency and Court Services Division**

Issue

Section 46.09 of the Milwaukee County Code of General Ordinances requires County Board approval for the purchase of human services from nongovernmental vendors. No contract or contract adjustment shall take effect until approved by resolution of the County Board. Per Section 46.09, the Director, Department of Health and Human Services (DHHS), is requesting authorization to increase the Delinquency and Court Services Division (DCSD) 2012 Purchase of Service (POS) contract with New Horizon Center, Inc.

Background

In December 2011, DHHS recommended, and the Milwaukee County Board of Supervisors approved, a 2012 POS with New Horizon Center, Inc., in the amount of \$624,045, to provide shelter care services for up to 20 girls per day. This contract is funded with a combination of revenue from the State Department of Corrections -Youth Aids and Basic Community Aids (BCA).

Discussion

New Horizon Center, Inc. is currently in the second year of a three-year cycle for DCSD shelter care contracts. The amount of their current 2012 POS contract, \$624,045, which was approved in December 2011, is equal to the amount of their 2011 POS contract. However, the 2011 POS contract was an 11-month contract since it covered only the period from February 1, 2011 through December 31, 2011. DCSD is now returning to the Board to correct this technical error and extend the contract for the full 12 months of 2012.

DCSD's intention was always to establish a 2012 POS contract for the period of January 1, 2012 through December 31, 2012. To correct the technical error and account for services for all 12 months of 2012, DCSD is now requesting authorization to increase the 2012 contract amount by \$56,731, from \$624,045 to \$680,776. The 2012 YTD expenses related to shelter care services at New Horizon Center, Inc. support the requested increase in the contract amount.

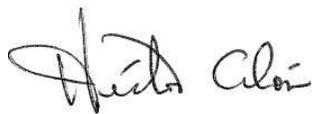
Recommendation

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, DHHS, or his designee, to increase the purchase of service contract with New Horizon Center Inc. by \$56,731, from \$624,045 to \$680,776. The contract amendment would be effective for the period of January 1, 2012 through December 31, 2012.

Fiscal Effect

All funds are included in the 2012 DCSD purchase of service budget, therefore, there is no tax levy effect. A fiscal note form is attached.

Respectfully,



Héctor Colón, Director
Department of Health and Human Services

CC: County Executive Chris Abele
Tia Torhorst, County Executive's Office
Kelly Bablitch, Chief of Staff – County Board
Pat Farley, DAS, Director
Craig Kammholz, Fiscal and Budget Administrator – DAS
CJ Pahl - Assistant Fiscal and Budget Administrator – DAS
Antionette Thomas-Bailey – DAS Analyst
Jennifer Collins – County Board Analyst
Jodi Mapp – Committee Clerk

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(ITEM) Report from the Director, Department of Health and Human Services, requesting authorization to increase the 2012 Purchase of Service contract with New Horizon Center, Inc. in the amount of \$56,731 from \$624,045 to \$680,776 for the Delinquency and Court Services Division, by recommending adoption of the following:

A RESOLUTION

WHEREAS, Section 46.09 of the Milwaukee County Code of General Ordinances requires County Board approval for the purchase of human services from nongovernmental vendors; and

WHEREAS, per Section 46.09, the Director of the Department of Health and Human Services (DHHS) has requested authorization to increase the 2012 Purchase of Service (POS) contract with New Horizon Center, Inc. in the amount of \$56,731 from \$624,045 to \$680,776 for the Delinquency and Court Services Division (DCSD); and

WHEREAS, the amount of New Horizon Center, Inc.'s current 2012 POS contract, \$624,045, is equal to the amount of their 2011 POS contract; and

WHEREAS, the 2011 POS contract was an 11-month contract that covered the period of February 1, 2011 through December 31, 2011; and

WHEREAS, New Horizon Center, Inc.'s 2012 POS contract is a 12-month contract, and covers the period of January 1, 2012 through December 31, 2012.; and

WHEREAS, increasing the 2012 contract amount by \$56,731, from \$624,045 to \$680,776, will bring the final contract amount up to the correct 12-month total; and

WHEREAS, the 2012 YTD expenses related to shelter care services at New Horizon Center, Inc. support the requested increase in the contract amount; and

WHEREAS, all funds are included in the 2012 DCSD purchase of service budget therefore, there is no tax levy effect; now, therefore,

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby authorize and direct the Director of the Department of Health and Human Services, or his designee, to increase the 2012 Purchase of Service contract with New Horizon Center, Inc. in the amount of \$56,731 from \$624,045 to \$680,776 for the Delinquency and Court Services Division for the period of January 1, 2012 through December 31, 2012.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 9/24/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to increase the 2012 Purchase of Service contract with New Horizon Center, Inc. in the amount of \$56,731 from \$624,045 to \$680,776 for the Delinquency and Court Services Division

FISCAL EFFECT:

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| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	56,731	0
	Revenue	0	0
	Net Cost	56,731	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The Director, Department of Health and Human Services (DHHS), is requesting authorization to increase the 2012 Purchase of Service (POS) contract with New Horizon Center, Inc. in the amount of \$56,731 from \$624,045 to \$680,776 for the Delinquency and Court Services Division (DCSD). New Horizon Center provides DCSD with shelter care services for up to 20 girls per day.

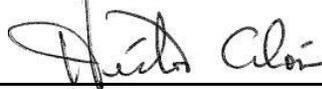
B. Approval of this request will authorize additional expenditures on this contract totaling \$56,731; these funds will be expended and/or encumbered by December 31, 2012.

C. There is no 2012 tax levy impact associated with approval of this request as all increases are completely offset by unencumbered purchase of service funds available within the DCSD budget.

D. No further assumptions are made.

Department/Prepared By Thomas F. Lewandowski, Fiscal & Management Analyst

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE: September 29, 2012

TO: Supervisor Marina Dimitrijevic, Chairwoman - Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by B. Thomas Wanta, Administrator/ Chief Intake Officer – DCSD

SUBJECT: **Report from the Director, Department of Health and Human Services, requesting authorization to accept grant revenue totaling \$725,358 from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, to support improvement of the service delivery system of the Delinquency and Court Services Division, and to enter into a Professional Services Contract with Georgetown University, Center for Juvenile Justice Reform as a condition of the grant award**

Issue

Section 56.06 of the Milwaukee County Ordinances requires County Board approval to accept grant revenue and Section 56.30 of the Milwaukee County Ordinances requires County Board approval for professional service contracts when the amount of the agreement exceeds \$50,000, as well as when no Request for Proposals is done when the amount of the agreement is \$100,000 or more. Therefore, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to accept grant revenue from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), to support improvement of the service delivery system of the Delinquency and Court Services Division (DCSD), and to enter into a professional services contract with Georgetown University, Center for Juvenile Justice Reform (CJJR), for \$249,000 for training and technical assistance as a condition of the grant award.

Discussion

Earlier this year, DCSD applied for a Juvenile Justice Reform and Reinvestment Demonstration Program grant from OJJDP. On September 28, 2012, DHHS received notification from OJJDP that DCSD was selected as one of up to three jurisdictions to serve as a demonstration site for this highly competitive grant. The grant amount awarded totals \$725,358 for the time period of October 1, 2012 through September 30, 2015. There is no local funding match requirement associated with this grant revenue.

The purpose of the Juvenile Justice Reform and Reinvestment Demonstration Program is to implement and evaluate a systematic protocol of evidence-based and cost-measurement tools with the goal of better juvenile justice outcomes and cost-savings at the local level. This grant opportunity will afford DCSD the tools and expertise to assess the relative effectiveness of services provided to juvenile justice youth in order to improve services, ensure that youth are appropriately matched with services in accordance with their risk and needs, and inform resource allocation. As a demonstration program, Milwaukee County has the potential to serve as a model for other jurisdictions. This initiative complements other juvenile justice system reform efforts in Milwaukee County, including the Juvenile Detention Alternatives Initiative through the Annie E. Casey Foundation.

A condition of the OJJDP grant is that the awardee set aside \$249,000 of the grant to cover training and technical assistance costs provided by Georgetown University's Center for Juvenile Justice Reform. By March 1, 2013, awardees must enter into signed and executed agreements with CJJR for training and technical assistance, as required under this award. Since this is a condition of the grant, no RFP process was conducted. Additional requirements include a commitment to begin full implementation of the grant by March 1, 2013, including having staff onboard, being prepared to begin training, participating in program meetings at the local site, and actively participating in and complying with all requirements of the evaluation of the demonstration program. Milwaukee County Executive Chris Abele provided a letter of support that was submitted with the grant application agreeing to these requirements.

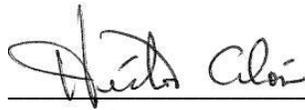
In addition to the required training and technical assistance provided by CJJR, grant funding will support personnel costs associated with hiring a project coordinator and a quality assurance specialist. DCSD plans to work with Human Resources to create these positions and return to the Board, if necessary, at a later date. Funds are also included for an information system database analysis, additional training for staff and providers, and travel associated with with grant activity.

Recommendation

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, DHHS, or his designee, to accept grant funds in the amount of \$725,358 associated with the Juvenile Justice Reform and Reinvestment grant from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, and to enter into a professional services contract with Georgetown University, Center for Juvenile Justice Reform in the amount of \$249,000 for the time period of January 2, 2013 through September 30, 2015.

Fiscal Impact

Approval of this request has no tax levy impact. The revenue received through the OJJDP grant will cover the full cost of the training and technical assistance services provided by Georgetown University's Center for Juvenile Justice Reform. There is no local funding match requirement associated with this grant revenue. A fiscal note form is attached.



Héctor Colón, Director
Department of Health and Human Services

cc: County Executive Chris Abele
Amber Moreen, County Executive's Office
Tia Torhorst, County Executive Staff
Kelly Bablitch, County Board
Patrick Farley, Administrator – DAS
Craig Kammholz, Fiscal and Budget Administrator - DAS
CJ Pahl, Assistant Fiscal and Budget Administrator - DAS
Antoinette Thomas-Bailey, Fiscal & Management Analyst - DAS
Jennifer Collins, Analyst, County Board Staff
Jodi Mapp, Committee Clerk, County Board Staff

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(ITEM) From the Director of the Department of Health and Human Services, requesting authorization to accept a three year grant award from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), to support improvement of the service delivery system of the Delinquency and Court Services Division, and to enter into a professional services contract with Georgetown University, Center for Juvenile Justice Reform (CJJR), for training and technical assistance as a condition of the grant award, by recommending adoption of the following:

A RESOLUTION

WHEREAS, Section 56.06 of the Milwaukee County Ordinances requires County Board approval to accept grant revenue; and

WHEREAS, Section 56.30 of the Milwaukee County Ordinances requires County Board approval for professional service contracts when the amount of the agreement exceeds \$50,000; and

WHEREAS, the Director of the Department of Health and Human Services (DHHS) has requested authorization to accept a three year grant award from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), to support improvement of the service delivery system of the Delinquency and Court Services Division (DCSD), and to enter into a professional services contract with Georgetown University, Center for Juvenile Justice Reform (CJJR), for training and technical assistance as a condition of the grant award; and

WHEREAS, the intent of the Juvenile Justice Reform and Reinvestment Demonstration Program is to implement and evaluate a systematic protocol of evidence-based and cost-measurement tools with the goal of better juvenile justice outcomes and cost-savings at the local level; and

WHEREAS, this grant opportunity will provide DCSD with the tools and expertise necessary to assess the relative effectiveness of services provided to juvenile justice youth in order to improve services, ensure that youth are appropriately matched with services in accordance with their risk and needs, and inform resource allocation; and

WHEREAS, approval of this request will authorize acceptance of \$725,358 in grant revenue over the three year period beginning October 1, 2012 and ending September 30, 2015; and

WHEREAS, a condition of the OJJDP grant is that DCSD set aside \$249,000 of the grant total to cover training and technical assistance costs provided by Georgetown University's Center for Juvenile Justice Reform (CJJR) and that DCSD enter into signed and executed agreements with CJJR for training and technical assistance by March 1, 2013, as required under the award; and

49 WHEREAS, the remaining grant funding will support personnel costs associated
50 with hiring a project coordinator and a quality assurance specialist, an information
51 system database analysis, additional training for staff and providers, and travel
52 associated with grant activity; and

53
54 WHEREAS, there is no local funding match requirement associated with
55 acceptance of this grant revenue; and

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57 WHEREAS, there is no tax levy impact associated with approval of this request
58 as all grant-related expenditures are completely offset by the OJJDP grant revenue;
59 now, therefore,

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61 BE IT RESOLVED, that the Milwaukee County Board of Supervisors authorize
62 the Director, DHHS, or his designee, to accept grant funds in the amount of \$725,358
63 associated with the Juvenile Justice Reform and Reinvestment grant from the U.S.
64 Department of Justice, Office of Juvenile Justice and Delinquency Prevention; and

65
66 BE IT FURTHER RESOLVED, that the Milwaukee County Board of Supervisors
67 authorize the Director, DHHS, or his designee, to enter into a professional services
68 contract with Georgetown University, Center for Juvenile Justice Reform in the amount
69 of \$249,000 for the time period of January 2, 2013 through September 30, 2015.

70

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 10/01/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: From the Director, Department of Health and Human Services, Requesting Authorization to Accept a Three Year Grant Award Totaling \$725,358 from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, to Support Improvement of the Service Delivery System of the Delinquency and Court Services Division, and to Enter into a Professional Services Contract with Georgetown University, Center for Juvenile Justice Reform as a Condition of the Grant Award

FISCAL EFFECT:

- | | |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input checked="" type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	241,786
	Revenue	0	241,786
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The Director of the Department of Health and Human Services (DHHS) is requesting authorization to accept a three year grant award from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), to support improvement of the service delivery system of the Delinquency and Court Services Division (DCSD), and to enter into a professional services contract with Georgetown University, Center for Juvenile Justice Reform (CJJR), for training and technical assistance as a condition of the grant award.

The intent of the Juvenile Justice Reform and Reinvestment Demonstration Program is to implement and evaluate a systematic protocol of evidence-based and cost-measurement tools with the goal of better juvenile justice outcomes and cost-savings at the local level. This grant opportunity will provide DCSD with the tools and expertise necessary to assess the relative effectiveness of services provided to juvenile justice youth in order to improve services, ensure that youth are appropriately matched with services in accordance with their risk and needs and inform resource allocation.

B. Approval of this request will authorize acceptance of \$725,358 in grant revenue over the three year period beginning October 1, 2012 and ending September 30, 2015. This fiscal note accounts for the 2013 portion of the funding, which totals \$241,786.

A condition of the OJJDP grant is that DCSD set aside \$249,000 of the grant total to cover training and technical assistance costs, for the entire time period of the grant, provided by Georgetown University's Center for Juvenile Justice Reform (CJJR) and that DCSD enter into signed and executed agreements with CJJR for training and technical assistance by March 1, 2013, as required under the award.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

The remaining grant funding (\$476,358) will support personnel costs associated with hiring a project coordinator and a quality assurance specialist and an information system database analysis, additional training for staff and providers, and travel associated with grant activity.

C. There is no tax levy impact associated with approval of this request as all grant-related expenditures are completely offset by the OJJDP grant revenue.

D. No further assumptions are made.

Department/Prepared By Thomas F. Lewandowski, Fiscal & Management Analyst

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

COUNTY OF MILWAUKEE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
INTER-OFFICE COMMUNICATION

DATE: October 8, 2012

TO: Supervisor Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by: B. Thomas Wanta, Administrator, Delinquency and Court Services Division

SUBJECT: Report from the Director, Department of Health and Human Services, Providing Notice of the Youth Sports Authority Award Recommendations and Approval for the Fiscal Agent to Distribute Funds

Issue

The Milwaukee County Board requires that recommendations from the Youth Sports Authority Board for the distribution of funds be approved by the County Board of Supervisors. In accordance with the policies associated with the Youth Sports Authority, the Director, Department of Health and Human Services (DHHS), is requesting authorization on behalf of Jewish Family Services, the fiscal agent, to make awards for Fall 2012 using the approved Youth Sports Authority funds.

Background

In November 1999, the Milwaukee County Board of Supervisors adopted a provision as part of the 2000 County Budget that provided \$200,000 for establishment of the Milwaukee County Youth Sports Authority. The Sports Authority was to be governed by a seven-member Board that would review requests for funding of youth sports programs from community organizations and the Milwaukee Foundation was determined to be the fiscal agent. The program, originally housed in the County Health Programs Division (CHP), was aimed at promoting athletic activities for at-risk youth that would encourage healthier lifestyles and positive interpersonal behavior. Later that year, the County Board also approved operational policies to govern the distribution of Sports Authority funds. Program funding levels and fiscal agents have changed through the years but the policies have remained the same. The 2012 allocation of \$100,000 includes an administrative fiscal agent reimbursement not to exceed \$8,000. The fiscal agent reimbursement amount is 8% of the total allocation, which represents a significant decrease from a high of 20 percent in previous years when the total allocation amount was \$200,000. Sports Authority funding may be used for the development of sports activities for youth, including expenses associated with clinics and training for coaches, stipends for youth coaches, CPR and First-Aid training for volunteers, equipment, health checkups, leadership and self-discipline activities, referees, nutritious food, and registration fees. Funds

may support a wide variety of sports for youth ages 6-18 who live in Milwaukee County, including baseball, basketball, football, golf, soccer, softball, swimming, gymnastics, tennis, track, volleyball, wrestling, boxing, adaptive and other sports.

Year	Funding Level	Fiscal Agent
2000	\$ 200,000	Milwaukee Foundation
2001	\$ 200,000	Milwaukee Foundation
2002	\$ 200,000	Milwaukee Foundation
2003	\$ 200,000	Milwaukee Foundation/ Planning Council
2004*	\$ 150,000	Planning Council
2005	\$ 150,000	Planning Council
2006	\$ 150,000	Planning Council
2007	\$ 145,000	Planning Council
2008	\$ 200,000	Planning Council
2009	\$ 200,000	Planning Council/ Fighting Back
2010	\$ -	Fighting Back/ Jewish Family Services
2011	\$ 100,000	Jewish Family Services
2012	\$ 100,000	Jewish Family Services

*2004 funding was transferred from CHP to the Delinquency and Court Services Division

Fall 2012 Award Recommendations

The Youth Sports Authority Board met on August 28, 2012 to review applications for conformity to the Sports Authority’s adopted policies and goals and to make recommendations regarding funding for the proposals. A total of 33 applications were submitted. At that meeting, the Board recommended that 28 organizations be awarded grant funding in the amounts indicated below.

The following table summarizes the community-based youth programs recommended by the Sports Authority Board for funding for Fall 2012:

Organizations **Recommended Amount**

1	AA Express Badgers	\$ 2,000
2	Ace Boxing Club	\$ 2,500
3	AGAPE Community Center	\$ 2,200
4	Camp Esmeralda	\$ 1,500
5	COA Youth & Family Center	\$ 2,400
6	Cream City Boxing	\$ 1,500
7	Cross Fire Girls Volleyball	\$ 1,500
8	Cross Fire Boys Basketball	\$ 1,500
9	Ebony Ice Ski Club	\$ 3,000
10	Images of Us Sports (IOU)	\$ 2,000
11	Journey House, Inc	\$ 1,500

2012 Youth Sports Authority Allocation
September 24, 2012

12	Milw Christian Center	\$	1,800
13	Milw Kickers Soccer Club	\$	1,500
14	Milw Piranha Swim Club	\$	2,000
15	Milw Tennis & Education Foundation	\$	1,500
16	Milw Urban Soccer	\$	2,200
17	Neu-Life Community Development	\$	2,200
18	NORI, Inc	\$	2,500
19	Pan African Community Association	\$	2,500
20	PeppNation Sports Leadership Academy	\$	2,500
21	Playground Warriors-Boys Basketball	\$	2,200
22	Playground Warriors-Girls Basketball	\$	2,200
23	Quadrevion Henning's Sports League	\$	2,500
24	Running Rebels – Boys & Girls Fitness Prog	\$	2,000
25	Silver Spring Neighborhood Ctr-B&G Basketball	\$	1,500
26	Unity In Motion	\$	2,000
27	Wisconsin Community Services	\$	2,000
28	YMCA of Metro Milw	\$	1,640
	TOTAL	\$	56,340

Fiscal Effect

The 2012 DCSD Budget includes sufficient funding for the recommendations listed above for the Youth Sports Authority program. There is no tax levy effect. A fiscal note form is attached.

Recommendation

It is recommended that the County Board of Supervisors authorize the distribution of 2012 Sports Authority funds to the community organizations identified herein and in the amounts specified above.

Respectfully Submitted,



Héctor Colón, Director
Department of Health and Human Services

cc: County Executive Chris Abele

2012 Youth Sports Authority Allocation
September 24, 2012

Tia Torhorst, County Executive's Office
Kelly Bablich, Chief of Staff, County Board
Patrick Farley, Director, DAS
Craig Kammholz, Fiscal & Budget Administrator, DAS
CJ Pahl, Assistant Fiscal & Budget Administrator, DAS
Antionette Thomas-Bailey, Fiscal & Management Analyst, DAS
Jennifer Collins, Analyst, County Board Staff
Jodi Mapp, Committee Clerk, County Board Staff

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(ITEM) From the Director, Department of Health and Human Services (DHHS), requesting authorization for the Youth Sports Authority Board and its fiscal agent, Jewish Family Services, to distribute Youth Sports Authority funds, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Milwaukee County Board requires that recommendations from the Youth Sports Authority Board for the distribution of funds be approved by the County Board of Supervisors; and

WHEREAS, in accordance with the policies associated with the Youth Sports Authority, the Director, Department of Health and Human Services (DHHS), is requesting authorization on behalf of Jewish Family Services, the fiscal agent, to make awards for Fall 2012 using the approved Youth Sports Authority funds; and

WHEREAS, a total of \$100,000 was appropriated for the Youth Sports Authority in the 2012 Budget for the Delinquency and Court Services Division (DCSD); and

WHEREAS, a request to distribute \$73,000 of the \$100,000 in 2012 Sports Authority funds was approved in the May 2012 County Board cycle, leaving a 2012 balance of \$27,000; and

WHEREAS, the Sports Authority Board previously set aside \$10,000 for use by the Children’s Court Center to fund sports activities for probation youth, however, these funds have not been used; and

WHEREAS, the Sports Authority Board plans to utilize this \$10,000 as part of the Fall 2012 distribution, increasing the 2012 available balance to \$37,000; and

WHEREAS, the carry over of funds from previous years (which occurs when agencies do not use all of the funds allocated to them) adds \$19,913 and increases the available balance to \$56,913; and

WHEREAS, there is no tax levy impact as a result of this action; now, therefore,

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby authorize and direct the Youth Sports Authority Board and its fiscal agent, Jewish Family Services, to distribute Youth Sports Authority funds with the agencies and in the amounts listed below:

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Organizations

Recommended Amount

1	AA Express Badgers	\$ 2,000
2	Ace Boxing Club	\$ 2,500
3	AGAPE Community Center	\$ 2,200
4	Camp Esmeralda	\$ 1,500
5	COA Youth & Family Center	\$ 2,400
6	Cream City Boxing	\$ 1,500
7	Cross Fire Girls Volleyball	\$ 1,500
8	Cross Fire Boys Basketball	\$ 1,500
9	Ebony Ice Ski Club	\$ 3,000
10	Images of Us Sports (IOU)	\$ 2,000
11	Journey House, Inc	\$ 1,500
12	Milw Christian Center	\$ 1,800
13	Milw Kickers Soccer Club	\$ 1,500
14	Milw Piranha Swim Club	\$ 2,000
15	Milw Tennis & Education Foundation	\$ 1,500
16	Milw Urban Soccer	\$ 2,200
17	Neu-Life Community Development	\$ 2,200
18	NORI, Inc	\$ 2,500
19	Pan African Community Association	\$ 2,500
20	PeppNation Sports Leadership Academy	\$ 2,500
21	Playground Warriors-Boys Basketball	\$ 2,200
22	Playground Warriors-Girls Basketball	\$ 2,200
23	Quadrevion Henning's Sports League	\$ 2,500
24	Running Rebels – Boys & Girls Fitness Prog	\$ 2,000
25	Silver Spring Neighborhood Ctr-B&G Basketball	\$ 1,500
26	Unity In Motion	\$ 2,000
27	Wisconsin Community Services	\$ 2,000
28	YMCA of Metro Milw	\$ 1,640
	TOTAL	\$ 56,340

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 9/24/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Director, Department of Health and Human Services, Providing Notice of the Youth Sports Authority Award Recommendations and Approval for the Fiscal Agent to Distribute Funds

FISCAL EFFECT:

No Direct County Fiscal Impact Expenditures

Increase Capital

Existing Staff Time Required

Decrease Capital

Expenditures

Increase Operating Expenditures
(If checked, check one of two boxes below)

Increase Capital Revenues

Absorbed Within Agency's Budget

Decrease Capital Revenues

Not Absorbed Within Agency's Budget

Decrease Operating Expenditures

Use of contingent funds

Increase Operating Revenues

Decrease Operating Revenues

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The Director of the Department of Health and Human Services (DHHS) is requesting authorization for the Youth Sports Authority Board and its fiscal agent, Jewish Family Services, to distribute Youth Sports Authority funds for Fall 2012.

B. A total of \$100,000 was appropriated for the Youth Sports Authority in the 2012 Budget for the Delinquency and Court Services Division (DCSD). A request to distribute \$73,000 of the \$100,000 in 2012 Sports Authority funds was approved in the May 2012 County Board cycle, leaving a 2012 balance of \$27,000.

The Sports Authority Board previously set aside \$10,000 for use by the Children's Court Center to fund sports activities for probation youth. These funds have not been used and the Sports Authority Board plans to utilize these monies as part of the Fall 2012 distribution. This increases the available balance to \$37,000.

Additionally, the carry over of funds from previous years adds \$19,913 and increases the available balance to \$56,913. (The carry over occurs when agencies do not use all of the funds allocated to them.)

This request allocates \$56,340 of the available \$56,913.

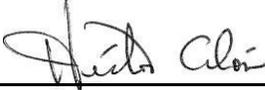
Minimal staff time will be required to integrate this resource and communicate availability with the assistance of the fiscal agent.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

C. There is no tax levy impact associated with approval of this request. As noted above, the funds to be distributed come from the \$37,000 remaining of the 2012 appropriation totaling \$100,000 for the Youth Sports Authority and from the carry over of \$19,913 in funds from prior years.

D. No further assumptions are made.

Department/Prepared By Thomas F. Lewandowski, Fiscal & Management Analyst

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

COUNTY OF MILWAUKEE
Behavioral Health Division Administration
INTER-OFFICE COMMUNICATION

DATE: September 24, 2012

TO: Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by: Dennis Buesing, Administrator, DHHS Contract Services

SUBJECT: **Report from the Director, Department of Health and Human Services, Requesting Authorization to Enter into a Two Year Contract with Sellers Dorsey and Associates, LLC for the Behavioral Health Division Revenue Maximization Initiative**

Issue

Section 56.30 of the Milwaukee County Code of General Ordinances requires County Board approval for Professional Services Contracts of \$50,000 or greater. Per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to enter into a 2012 Professional Services Contract with Sellers Dorsey and Associates, LLC for specialized fiscal management services for the Behavioral Health Division (BHD) Revenue Maximization initiative under a contingent fee arrangement.

Background

Congress established Medicaid in 1965 as a jointly funded State and Federal program that provides medical assistance to eligible recipients. The Medicaid program is funded by a combination of Federal and State dollars allocated through a matching structure. The Federal Government matches State spending using a calculation called the Federal Medical Assistance Percentage (FMAP). The FMAP is determined annually for every State using a formula based on income levels. The Centers for Medicare & Medicaid Services (CMS) administers the program at the Federal level. The Wisconsin Department of Health Services is the State agency responsible for administering Wisconsin's Medicaid program.

As long as they stay within Federal and state regulations, states and counties make every attempt to ensure they receive the maximum allowable Federal share for expenditures they incur for Medicaid services. States regularly contract with consultants to help them identify and implement ways to maximize Federal funds.

The 2011 BHD Budget provided funding to obtain technical assistance in maximizing revenues received by analyzing all amounts billed and received by BHD, including technical consulting services related to Medicaid reimbursement. In order to perform these consulting functions effectively, it was determined that BHD needed to secure an expert with experience and expertise in hospital revenue maximization assessments, including familiarity with the State's Medicaid programs and Medicaid cost reporting.

In December 2011, DHHS entered into a contract with Sellers Dorsey and Associates, LLC to review all elements of Medicaid Cost Reporting and the Wisconsin Medicaid Cost Reporting (WIMCR) system to ensure Medicaid reimbursement from the State was maximized. Specifically, the consultant assessed

and identified potential health care reimbursement strategies to increase federal Medicaid funding of Milwaukee County Medicaid provider services. BHD sought to develop alternatives to increase current reimbursement of Medicaid covered services provided by the County's inpatient and outpatient providers.

On February 10, 2012, Sellers Dorsey met with officials from BHD. The purpose of the meeting was for Sellers Dorsey to gain knowledge of the structure and financing of BHD programs in order to identify opportunities for the County to access additional federal Medicaid matching funds. In March of 2012 Sellers Dorsey issued a report entitled *Potential Revenue Maximization Strategies for the Milwaukee County Behavioral Health Division*. Under the review, the consultant identified specific initiatives along with the potential for additional revenue for each program/initiative. Based on this review, it is expected that BHD will be able to draw down an additional \$2,400,000 in revenue in 2013. The additional revenue is offset by a consultant fee of 8% of the anticipated additional revenue generated, or approximately \$192,000. A \$25,000 professional services contract for this project from 2012 is maintained in 2013 and will be applied toward the consultant fee, resulting in a total tax levy savings in 2013 of \$2,233,000.

Discussion

Sellers Dorsey and BHD entered into Phases II and III of the Revenue Maximization initiative in which the consultant prepared Management Letters to the BHD Administrator for each program that BHD has decided to pursue. The Management Letters contained detailed summaries of the programs in the initiative and identified 2012 revenue baselines for each program. The Management Letters identified the following initiatives to achieve the 2013 budget objectives:

1. **Develop claiming procedures and strategies for unreimbursed inpatient and outpatient costs for BHD.** The goal of these initiatives is to increase federal funds to help further offset the costs of providing care to Medicaid recipients and the uninsured in Milwaukee County. The Management Letter identifies estimated additional annual revenue of \$727,472 and \$580,589 in unclaimed inpatient and outpatient revenue respectively. 2012 baseline revenues upon which the contingent fees are based are \$7,403,634 and \$568,400 respectively.
2. **Establish a physician supplemental payment program for BHD.** The goal of this initiative is to provide additional Medicaid funding for supplemental payments to eligible physicians and physician assistants who provide services at BHD, whether directly-employed or contracted. The State Physician Supplemental Payment Program currently limits payment to the University of Wisconsin Medical Foundation. Considering BHD's unique contribution to the region, modifications to Medicaid physician reimbursement for BHD are needed in order to more fairly reimburse BHD. The Management Letter identifies estimated additional annual revenue of \$90,000 to \$180,000 in supplemental payments to eligible physicians and physician assistants who provide services at BHD. 2012 baseline revenues upon which the contingent fee is based is \$224,738.

Both of the above initiatives require the State to submit a State Plan Amendment (SPA) to CMS. Milwaukee County will provide Intergovernmental Transfers or Certified Public Expenditures for the non-federal portion of the increased payment to the State to fund the increased rate.

Based on the above outlined initiatives, the Director, DHHS, is seeking authorization to enter into a sole-source contract with Sellers Dorsey and Associates, LLC that includes a performance fee rate of 8% applied to additional amounts collected over and above certain established baseline amounts. If the County receives federal Medicaid revenues that it otherwise would not have applied for, qualified for, or been entitled to receive as a direct result of the initiatives developed and implemented by Sellers Dorsey, the contractor will be paid 8% of the additional revenues actually received by the County and for which there was no other revenue offset for a period of no less than two years (24 months) from the date of implementation of the program, and up to five years (60 months). Payment will be made to the contractor only after the County or the providers approved and named by the County as part of this program, receive the additional federal funds. The customary range of fees for such services is between 5% and 10% depending on the duration of the fee agreement and estimated gain to the client.

Due to the unique support services entailed under this type of agreement, including experience in negotiations of agreements with state and federal agencies, assistance with negotiations and agreements with stakeholders, preparation of financial analyses, and tracking/reporting of federal revenue, the Director, DHHS, is also seeking authorization not to use the Request for Proposal (RFP) process for this contract.

Over the course of the past decade, Sellers Dorsey has worked directly for eleven states on revenue maximization initiatives. In that time, the firm has worked successfully to assist its state clients in drawing down over \$5 billion in new federal Medicaid funds which is more than any other revenue maximization firm in the United States. In addition, Sellers Dorsey has also provided revenue maximization consulting services to counties, municipalities, universities, health care trade associations and safety net providers in seven states.

Sellers Dorsey has a national reputation of creativity in Medicaid revenue maximization consulting and has been successful in tailoring its initiatives to meet the unique needs of its different state clients. Every state Medicaid program is structured and financed differently. Therefore, it is necessary for the consulting firm utilized by BHD to have the ability to take its existing experience and expertise to create solutions that work in this State's unique program.

Based on Sellers Dorsey's assessment and experience in other states and counties where the firm has performed revenue maximization consulting services, it is estimated that the Revenue Maximization initiative in Milwaukee County could recover in excess of \$2,400,000 in revenue in 2013, and ultimately, BHD could recover up to \$5 million annually over and above baseline amounts (upon full implementation of the initiative).

Recommendation

It is recommended that the County Board of Supervisors authorize the Director, DHHS, or his designee, to enter into a professional services contract with Sellers Dorsey and Associates, LLC under a contingent fee arrangement, as described in this report. This will enable the County to grow revenue maximization efforts within DHHS. The contract would be for a two-(2) year term, with three (3) additional one year

options to renew and extend. The initial contract would be for the time period of October 31, 2012 through October 31, 2014.

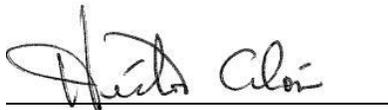
It is also recommended that the County Board of Supervisors authorize the Director, DHHS, or his designee to encumber and pay Sellers Dorsey up to \$400,000 annually in contingent fees earned under the contract through October 31, 2014, with the option of extending the contract and the amount to be encumbered annually for contingent fees for up to three (3) additional one year periods.

It is also recommend that the County Board of Supervisors authorize the Director, DHHS, or his designee, to enter into a professional services contract without the use of the Request for Proposal (RFP) procedure and enter into a sole-source contract with Sellers Dorsey and Associates, LLC.

Fiscal Effect

BHD has included this initiative in its 2013 Requested Budget therefore the execution of this contract is necessary to allow DHHS to achieve additional Medicaid revenue of \$2,400,000 in 2013. A fiscal note form is attached.

Respectfully Submitted,



Héctor Colón, Director
Department Of Health and Human Services

cc: County Executive Chris Abele
Tia Torhorst, County Executive's Office
Kelly Bablitch, County Board
Pat Farley, Director – DAS
Craig Kammholz – Fiscal & Budget Administrator - DAS
CJ Pahl, Assistant Fiscal and Budget Administrator – DAS
Antoinette Thomas-Bailey, Fiscal and Management Analyst – DAS
Jennifer Collins, County Board Staff
Jodi Mapp, County Board Staff

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5 (ITEM) Report from the Director, Department of Health and Human Services, Requesting
6 Authorization to Enter into a Two Year Contract with Sellers Dorsey and Associates, LLC for the
7 Behavioral Health Division Revenue Maximization Initiative

8
9 **A RESOLUTION**

10
11 WHEREAS, per Section 56.30 of the Milwaukee County Code of General Ordinances, the
12 Director of the Department of Health and Human Services (DHHS) is requesting authorization to
13 enter into a two-year Professional Services Contract with Sellers Dorsey and Associate, LLC for
14 the Behavioral Health Division (BHD) Revenue Maximization initiative under a contingent fee
15 arrangement; and

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17 WHEREAS, the 2011 Budget for BHD provided funding to obtain technical assistance in
18 maximizing revenues; and

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20 WHEREAS, in order to perform these consulting functions effectively, it was determined
21 that BHD needed to secure an expert with experience and expertise in hospital revenue
22 maximization assessments, including familiarity with the State's Medicaid programs and
23 Medicaid cost reporting; and

24
25 WHEREAS, in December 2011, the DHHS entered into a contract with Sellers Dorsey and
26 Associates, LLC to review all elements of Medicaid Cost Reporting and the Wisconsin Medicaid
27 Cost Reporting (WIMCR) system; and

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29 WHEREAS, it is expected that the recommended contract would enable BHD to draw
30 down an additional \$2,400,000 in revenue in 2013.; and

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32 WHEREAS, Sellers Dorsey has identified the following initiatives, as detailed in
33 Management Letters between BHD and the Contractor, to achieve these objectives in 2013:

- 34
35 1. Develop claiming procedures and strategies for unreimbursed inpatient and
36 outpatient costs for BHD
37 2. Establish a physician supplemental payment program for BHD; and

38
39 WHEREAS, the Director, DHHS, is seeking authorization to enter into a sole-source
40 contract with Sellers Dorsey and Associates, LLC that includes a performance fee rate of 8% for
41 additional Medicaid amounts collected over and above certain established baseline amounts;
42 and

44 WHEREAS, payment will be made to Contractor only after the County or the providers
45 approved and named by County as part of this program, receive the additional federal funds;
46 and

47

48 WHEREAS, under the proposed contract it is estimated that the Revenue Maximization
49 initiative in Milwaukee County could recover in excess of \$2,400,000 in revenue in 2013, and
50 ultimately, BHD could recover up to \$5 million annually over and above baseline amounts upon
51 full implementation of the initiative; now, therefore,

52

53 BE IT RESOLVED, that the County Board of Supervisors authorize the Director, DHHS, or
54 his designee, to enter into a professional services contract with Sellers Dorsey and Associates,
55 LLC under a contingent fee arrangement, as described in the accompanying report; and

56

57 BE IT FURTHER RESOLVED, that the County Board of Supervisors authorize the Director,
58 DHHS, or his designee to encumber and pay to Sellers Dorsey up to \$400,000 annually in
59 contingent fees through October 31, 2014, with the option of extending the contract and the
60 annual encumbrance for up to three (3) additional one year periods

61

62 BE IT FURTHER RESOLVED, that the County Board of Supervisors authorizes the Director,
63 DHHS, or his designee, to enter into a professional services contract without the use of the
64 Request for Proposal (RFP) procedure and enter into a sole-source contract with Sellers Dorsey
65 and Associates, LLC

66

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 9/24/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Director, Department of Health and Human Services, Requesting Authorization to Enter into a Two Year Contract with Sellers Dorsey and Associates, LLC for the Behavioral Health Division Revenue Maximization Initiative

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. Per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to enter into a 2012 Professional Services Contract with Sellers Dorsey and Associates, LLC for specialized fiscal management services for the Behavioral Health Division (BHD) Revenue Maximization initiative under a contingent fee arrangement for the time period of October 31, 2012 through October 31, 2014. Total contract amount is not to exceed \$400,000 annually.

B. BHD accounting staff did an extensive review of baseline revenues and worked with the consultant to estimate potential new revenues. Based on this work, it is expected that BHD will be able to draw down an additional \$2,400,000 in revenue in 2013. The additional revenue is offset by a consultant fee of 8% of the anticipated additional revenue generated, or approximately \$192,000. A \$25,000 professional services contract for this project from 2012 is maintained in 2013 and will be applied toward the consultant fee, resulting in a total tax levy savings in 2013 of \$2,233,000. Payment will be made to the contractor only after the County or the providers approved and named by the County as part of this program, receive the additional federal funds.

C. There is no 2012 tax levy impact associated with approval of this request as no revenue is anticipated this year. This initiative is included in the 2013 BHD Requested Budget therefore no additional tax levy is required in 2013 within the BHD budget. Because, ultimately, Sellers Dorsey and BHD estimate that BHD could recover up to \$5 million annually over and above baseline amounts (upon full implementation of the initiative), BHD is requesting \$400,000 (8% of the total maximum revenue amount) as the not to exceed annual contract amount. Again, payment will be made to the contractor only after the County or the providers approved and named by the County as part of this program, receive the additional federal funds.

D. No further assumptions are made.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By Alexandra Kotze, DHHS Fiscal and Policy Administrator

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

COUNTY OF MILWAUKEE
Behavioral Health Division Administration
INTER-OFFICE COMMUNICATION

DATE: September 27, 2012

TO: Supervisor Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by Paula Lucey, Administrator, Behavioral Health Division

SUBJECT: **Report, from the Director, Department of Health and Human Services, Requesting Authorization to Amend a 2010 Professional Services Contract with University of Wisconsin – Population Health Institute for the Behavioral Health Division**

Issue

Section 56.30 of the Milwaukee County Code of General Ordinances requires County Board approval for Professional Services Contracts of \$50,000 or greater. Per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to amend and increase the 2010 professional services contract of the University of Wisconsin – Population Health Institute and to retroactively establish this contract from October 1, 2012 through December 31, 2012.

Discussion

BHD was awarded a federal Substance Abuse and Mental Health Services Administration (SAMHSA) grant for treatment for homeless services in 2009. This grant and resulting program, known as Milwaukee Welcomes You to Income, Sobriety, and Housing (Mi-WISH), has completed implementation and provision of services for the first three of five years of grant funding. Utilizing a true wraparound approach, the program is able to provide key services to individuals who are homeless and living with a substance use disorder or co-occurring mental health and substance use disorders. A team of individuals from multiple systems provides a wide array of services, including care coordination, substance abuse treatment, access to mental health treatment (if needed), benefits acquisition, supported employment and housing.

With well over 100 individuals having now been served in this unique model of service delivery, the outcomes are quite promising. Year 3 of the grant ended as of September 30, 2012. As the program moves into Years 4 and 5 of the grant, it is imperative that the evaluation component required of the grant has an intensified focus on process improvement and outcome evaluation so that the program can move toward sustainability for the future. It is recommended that the evaluation services be contracted to the University of Wisconsin – Population Health Institute, as they are an established evaluation provider known to the BHD Community Services Branch and have an earned reputation for delivery of such specialized evaluation services.

The evaluation component is fully funded and budgeted within the grant. The contract for evaluation services with the provider for the first three years of the grant ended on September 30, 2012. As evaluation is a required component of the grant, it is being requested that this contract be approved retroactively to the beginning Year 4 of the grant on October 1, 2012. This would ensure that there is no disruption in the evaluation services of this program.

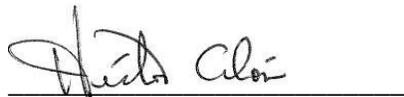
Fiscal Effect

The revenue received through the SAMHSA grant will cover the full cost of the evaluation services. As the contract for evaluation services with the previous provider ended as of 9/30/12, there will be no overlap of services with the new evaluation provider. There is no tax levy effect. A fiscal note form is attached.

Recommendation

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, DHHS, or his designee, to increase the University of Wisconsin – Population Health Institute professional services contract by \$15,775 to \$75,978 retroactively for the time period of October 1, 2012 through December 31, 2012.

Respectfully Submitted,



Héctor Colón, Director
Department of Health and Human Services

cc: County Executive Chris Abele
Tia Torhorst, County Executive's Office
Kelly Bablich, County Board
Patrick Farley, Director, DAS
Craig Kammholz, Fiscal & Budget Administrator, DAS
CJ Pahl, Assistant Fiscal & Budget Administrator, DAS
Antionette Thomas-Bailey, Fiscal & Management Analyst, DAS
Jennifer Collins, Analyst, County Board Staff
Jodi Mapp, Committee Clerk, County Board Staff

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(ITEM) Report, from the Director, Department of Health and Human Services, Requesting Authorization to Amend the 2010 Professional Services Contract with University of Wisconsin – Population Health Institute for the Behavioral Health Division

A RESOLUTION

WHEREAS, per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to amend and increase the 2010 professional services contract of the University of Wisconsin – Population Health Institute and to retroactively establish this contract from October 1, 2012 through December 31, 2012; and

WHEREAS, BHD was awarded a federal Substance Abuse and Mental Health Services Administration (SAMHSA) grant for treatment for homeless services in 2009; and

WHEREAS, this grant and resulting program, known as Milwaukee Welcomes You to Income, Sobriety, and Housing (Mi-WISH), has completed implementation and provision of services for the first three of five years of grant funding; and

WHEREAS, as the program moves into Years 4 and 5 of the grant, it is imperative that the evaluation component required of the grant has an intensified focus on process improvement and outcome evaluation so that the program can move toward sustainability for the future; and

WHEREAS, it is recommended that the evaluation services be contracted to the University of Wisconsin – Population Health Institute, as they are an established evaluation provider known to the BHD Community Services Branch and have an earned reputation for delivery of such specialized evaluation services; and

WHEREAS, as evaluation is a required component of the grant, it is being requested that this contract be approved retroactively to the beginning Year 4 of the grant on October 1, 2012 and this would ensure that there is no disruption in the evaluation services of this program; and

WHEREAS, the evaluation component is fully funded and budgeted within the grant, therefore there is no tax levy effect; now therefore

BE IT RESOLVED, that the County Board of Supervisors authorize the Director, DHHS, or his designee, to increase the professional services contract with the University of Wisconsin – Population Health Institute by \$15,775 to a total of \$75,978; and

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BE IT FURTHER RESOLVED, that the County Board of Supervisors authorize the Director, DHHS, or his designee to enter into this professional services contract with the University of Wisconsin – Population Health Institute retroactively from October 1, 2012 through December 31, 2012.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 9/27/12

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report, from the Director, Department of Health and Human Services, Requesting Authorization to Amend the 2010 Professional Services Contract with University of Wisconsin – Population Health Institute for the Behavioral Health Division

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

COUNTY OF MILWAUKEE
Behavioral Health Division Administration
INTER-OFFICE COMMUNICATION

DATE: October 8, 2012

TO: Peggy Romo-West, Chairwoman – Health & Human Needs Committee

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by Paula Lucey, Administrator, Behavioral Health Division

SUBJECT: Revised Report from the Director, Department of Health and Human Services, Requesting Authorization to Enter Into a Professional Service Contract with the Planning Council for Health and Human Services for the Behavioral Health Division

Issue

Section 56.30 of the Milwaukee County Code of General Ordinances requires County Board approval for professional services contracts of \$50,000 or greater. Per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to enter into a 2012 professional services contract with the Planning Council for Health and Human Services to assist the Behavioral Health Division (BHD) with the allocation of the remaining \$1,114,296 related to the Mental Health Community Investment.

Background

The 2012 BHD Budget included over \$3 million for a Mental Health Redesign and Community Resource Investment, which included six specific initiatives aimed at expediting the necessary groundwork for a mental health system more reliant on community resources and less reliant on inpatient care: a community-based crisis stabilization program, an additional stabilization house, increased community crisis investment, a crisis resource center expansion, a developmental disabilities-mental health pilot respite program and a quality assurance component. In July 2012, BHD presented a status update report regarding the actions that had been taken related to those budget initiatives and indicated that BHD was working on a plan to spend the one-time funds that remained. BHD returned to the Health and Human Needs Committee in September 2012 with a proposal to enter into a professional services contract with the Planning Council for the remaining funds. The Health and Human Needs Committee reviewed the original report and referred it back to County Board and BHD staff. Since that time, BHD and County Board staff has discussed the issue and BHD is now coming forward with a revised report and resolution for consideration.

Discussion

After the July Health and Human Needs committee meeting, BHD met with various community stakeholders, including the Mental Health Redesign Task Force and brainstormed multiple ideas for investments for the remaining funds. BHD, after several discussions with the Task Force members, established a set of priorities for the funds. However, in order to maximize the impact of the \$1.1 million, and in recognition of the complexity of soliciting bids and entering into various contracts, BHD determined that the best course of action was to return to the Board to request that the Planning Council of Health and Human Services act as a fiscal agent for the remaining funds. BHD plans to have the Planning Council establish the funds in a separate account and then BHD will work with them to fund the list of priorities, as detailed below, in a longer time frame.

All of the initiatives are consistent with the Mental Health Redesign Action Team recommendations presented to the Health and Human Needs Committee in January. BHD has also met with a group of community stakeholders to review the revised list of priorities.

Priorities

As mentioned above, BHD and the Mental Health Redesign Task Force established a list of priorities, with funding allocations, for the remaining funds. Below is a detailed listing:

I. Certified Peer Specialists Pipeline Program

Target launch date: January 2013 - First Pipeline Program group of CPS deployed

Estimated cost: \$200,000

Recommendations addressed:

- HRSI Recommendation 6.3: Expand peer support and consumer-operated services
- Mental Health Redesign: Person-Centered Care and Continuum of Care Action Team recommendations

Program Description

Through the Certified Peer Specialist (CPS) Program, Milwaukee County will help improve and systematize the training, certification, development and employment of CPS in Milwaukee County.

II. Step-down Housing Alternative

Target launch date: February 2013 – Opening of Step-Down Housing

Estimated cost: \$100,000

Recommendations addressed:

- HRSI Recommendations: 7.1.1 Integrated Community Housing; 7.3 Homeless System Partnership
- Mental Health Redesign: Community Linkages Action Team

Program Description

The Step-Down Housing Alternative will fill a gap that currently exist in services by providing an additional resource in the housing continuum for those who are being discharged from inpatient settings or transitioned from homeless situations. The funds will be used for the County to takeover and renovate existing housing at the Autumn West location that is being vacated by Community Advocates.

III. Case Management Expansion

Target launch date: May 2013 – Client capacity expanded by two caseloads

Estimated cost: \$400,000

Recommendations addressed:

- HRSI Recommendations: 7.2 Expand Permanent Supportive Housing
- Mental Health Redesign: Community Linkages Action Team

Program Description

Two additional caseloads will be developed in collaboration with community stakeholders in order to fill needs that are not currently being met and make the services available to a larger client base.

IV. Individual Placement and Support (IPS) Employment

Target launch date: June 2013 - First pipeline group of CPS available

Estimated cost: \$125,000

Recommendations addressed:

- HRSI Recommendations 5.4 Expand evidence based practices; 6.2 Increased education and services
- Mental Health Redesign: Workforce Action Team

Program Description

IPS (Individual Placement and Support) refers to the evidence-based practice of supported employment that helps people with co-occurring disorders work at competitive employment jobs. The funds will help provide in-depth training, embedded employment specialists and transitional paths to employment.

V. Supportive Living Units

Target launch date: August 2013 – New units ready and available

Estimated cost: \$200,000

Recommendations addressed:

- HRSI Recommendations: 7.2 Expand Permanent Supportive Housing
- Mental Health Redesign: Community Linkages Action Team

Program Description

These additional supportive housing units represent a continued investment of funds for additional community-based supportive living units with on focus a suburban sites.

VI. Additional Investments

The remaining funds, a total of \$89,296, will be used for new investments as identified and approved by BHD and the Mental Health Task Force that fit with the overall goals of this initiative. In addition, BHD will pay the Planning Council a fee of \$500.00 per month until the all the initiatives are fully implemented, for an estimated fee of up to \$7,000.

Milwaukee County Contract Administration staff will take the lead, working with the Planning Council, to develop any necessary Request for Proposals, establish any contracts, meet DBE goals and follow all applicable County rules. Due to the timeframe for this initiative and the importance of getting the funding into the community, BHD is requesting to allow the Planning Council to serve as the fiscal agent. The Planning Council has been a good partner to BHD and has assisted with the Mental Health Redesign Task Force and BHD feels they are a good fit for

this project. The Planning Council does not provide any direct mental health services to clients and therefore is a neutral party to serve in this role. BHD will report to the Board on a quarterly basis with updates regarding this funding.

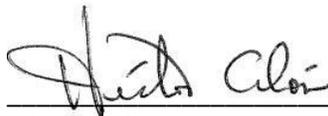
Recommendation

It is recommended that the County Board of Supervisors authorize the Director of the Department of Health and Human Services, or his designee, to enter into a professional services contract with Planning Council for Health and Human Services starting November 1, 2012 through December 31, 2013 for \$1,114,296, of which they will be paid \$500 per month in fees for serving as the fiscal agent.

Fiscal Effect

All of the funds were included in the 2012 BHD Budget and are detailed on the attached spreadsheet. There is no tax levy impact that results from this initiative. A fiscal note form is attached.

Respectfully Submitted:



Héctor Colón, Director
Department of Health and Human Services

cc: County Executive Chris Abele
Chairwoman Marina Dimitrijevic – Milwaukee County Board of Supervisors
Tia Torhorst, County Executive’s Office
Kelly Bablitch, County Board
Pat Farley, Director – DAS
Craig Kammholz – Fiscal & Budget Administrator - DAS
CJ Pahl, Assistant Fiscal and Budget Administrator – DAS
Antionette Thomas-Bailey, Fiscal and Management Analyst – DAS
Jennifer Collins, County Board Staff
Jodi Mapp, County Board Staff

Mental Health Community Investment Expenditure Tracker

Initiative	2012 Budget	2013 Annual Cost	2012 Amount	Notes
1) CLASP	\$ 405,870			
7.5 FTE Peer Specialist Positions - contract	\$ 250,000	\$ 250,000	\$ 125,000	July 1 start date (2012)
1 FTE Peer Specialist Coordinator - contract	\$ 80,000	\$ 80,000	\$ 40,000	July 1 start date (2012)
1 FTE Stabilization Coordinator - BHD staff	\$ 75,870	\$ 75,870	\$ 31,613	Estimated Fill - August 1
Funds Remaining		\$ -	\$ 209,258	
2) 8-bed Crisis Respite & Staff	\$ 363,800			
Additional Crisis Respite Facility - contract	\$ 250,000	\$ 298,000	\$ 149,000	July 1 start date (2012)
1.5 FTE of BHESC	\$ 113,800	\$ 113,800	\$ 47,417	Estimated Fill - August 1
Funds Remaining		\$ (48,000)	\$ 167,383	
3) Community Crisis Options	\$ 330,000			
RN 2	\$ 95,000	\$ 95,000	\$ 23,750	Estimated Fill - Oct 1
PSW	\$ 85,000	\$ 85,000	\$ 21,250	Estimated Fill - Oct 1
MPD - Mobile Crisis	\$ 150,000	\$ 150,000	\$ 37,500	Establish contract with MPD for one police officer on Mobile Crisis team.
Funds Remaining		\$ -	\$ 247,500	
4) Up to 2 North Side Crisis Intervention Programs	\$ 1,400,000			
Crisis Resource Center contract		\$ 850,000	\$ 425,000	July 1 start date (2012)
Crisis Resource Center upfront costs		\$ -	\$ 100,000	One time cost
Funds Remaining		\$ 550,000	\$ 875,000	
5) Quality Assurance	\$ 85,352			
Quality Assurance Coordinator		\$ 85,352	\$ 35,563	Estimated Fill - August 1
Funds Remaining		\$ -	\$ 49,789	
6) DD-Mental Health Pilot Respite Program	\$ 448,040			
Contracts	\$ 110,000	\$ 250,000	\$ 62,500	Oct 1 start date (2012)
Staffing	\$ 338,040	\$ 198,040	\$ 49,510	Estimated Fill - Oct 1
Funds Remaining		\$ -	\$ 336,030	
7) Other Expenditures				
Special Needs Housing		\$ (74,714)	\$ (50,000)	2012 - Contract for early opening of facility. 2013 - New Community Intervention Specialist position in Housing.
Budget Adjustment		\$ (100,000)	\$ (100,000)	This is not reflected in 2012 Budget narrative.
Redesign Summit		\$ -	\$ (31,664)	One time cost
Cost increase adjustment		\$ (50,000)		Technical adjustment for inflation
Technical Assistance		\$ -	\$ (250,000)	One time cost
Employment Services Seminar		\$ -	\$ (35,000)	One time cost
IPS Training for Employers		\$ (87,500)	\$ (125,000)	
Behavioral Health Prevention Coordinator		\$ (96,000)	\$ (24,000)	Estimated Fill - Oct 1
WRAP Training - Grand Ave club		\$ -	\$ (30,000)	
8) Potential Expenditures				
Waisman Center consulting		\$ -	\$ (100,000)	One time cost
Employment in Recovery programming		\$ -	\$ (25,000)	One time cost
TOTAL FUNDS REMAINING		\$93,786	\$1,114,296	

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4 (ITEM *) Revised Report from the Director, Department of Health and Human Services,
5 Requesting Authorization to Enter Into a Professional Service Contract with the Planning
6 Council for Health and Human Services for the Behavioral Health Division, by recommending
7 adoption of the following:
8

9
10 A SUBSTITUTE RESOLUTION

11 WHEREAS, per Section 56.30, the Director of the Department of Health and Human
12 Services (DHHS) is requesting authorization to enter into a 2012 professional services contract
13 with the Planning Council for Health and Human Services to assist the Behavioral Health
14 Division (BHD) with the allocation of the remaining \$1,114,296 related to the Mental Health
15 Community Investment; and
16

17 WHEREAS, the 2012 BHD Budget included over \$3 million for a Mental Health
18 Redesign and Community Resource Investment, which included six specific initiatives aimed at
19 expediting the necessary groundwork for a mental health system more reliant on community
20 resources and less reliant on inpatient care; and
21

22 WHEREAS, in July 2012, BHD presented a status update report regarding the actions
23 that had been taken related to those budget initiatives and indicated that BHD was working on a
24 plan to spend the one-time funds that remained; and
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26 WHEREAS, after the July committee meeting, BHD met with various community
27 stakeholders, including the Mental Health Redesign Task Force and brainstormed multiple ideas
28 for investments for the remaining funds; and
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30 WHEREAS, in order to maximize the impact of the \$1.1 million, and in recognition of the
31 complexity of soliciting bids and entering into various contracts, BHD determined that the best
32 course of action was to return to the Board to request that all funds be managed by the Planning
33 Council of Health and Human Services, with them serving as a fiscal agent where they will
34 establish the funds in a separate account and BHD will work with them to fund the list of
35 priorities in a longer time frame; and
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37 WHEREAS, all of the initiatives are consistent with the Mental Health Redesign Action
38 Team recommendations presented to the Health and Human Needs Committee in January and
39 BHD has also met with a group of community stakeholders to review the revised list of priorities;
40 and
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42 WHEREAS, BHD will pay the Planning Council a fee of \$500.00 per month until the all
43 the initiatives are fully implemented; and
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45 WHEREAS, Milwaukee County Contract Administration staff will take the lead, working
46 with the Planning Council, to develop any necessary Request for Proposals, establish any
47 contracts, meet DBE goals and follow all applicable County rules; and
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49 WHEREAS, all of the funds were included in the 2012 BHD Budget and there is no tax
50 levy impact that results from this initiative; now, therefore,
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52 BE IT RESOLVED, that the Director, Department of Health and Human Services, or his
53 designee, is hereby authorized to enter into a professional service contract with the vendor,
54 amounts and terms stated below:

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<u>Agency and Service</u>	<u>Time Frame</u>	<u>2012 Contract</u>
Planning Council for Health and Human Services (Consultative Services)	November 1, 2012 – December 31, 2013	\$1,114,296

BE IT FURTHER RESOLVED, that BHD will determine a spending plan for specific services and vendors for these funds and return to the Board for review and final approval via resolution before any agreements are entered into between the Planning Council and the proposed vendors.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: October 8, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Revised Report from the Director, Department of Health and Human Services, Requesting Authorization to Enter Into a Professional Service Contract with the Planning Council for Health and Human Services for the Behavioral Health Division

FISCAL EFFECT:

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Decrease Operating Expenditures | |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

*The increase for the subsequent year is based on the 2013 DHHS Requested Budget.

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A) Section 56.30 of the Milwaukee County Code of General Ordinances requires County Board approval for professional services contracts of \$50,000 or greater. Per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to enter into a 2012 professional services contract with the Planning Council for Health and Human Services to assist the Behavioral Health Division (BHD) with the allocation of the remaining \$1,114,296 related to the Mental Health Community Investment.

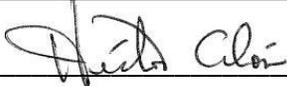
B) BHD is recommending entering into a 2012 professional services contract with Planning Council for Health and Human Services for \$1,114,296 for fiscal agent type services, where the contractor will establish the funds in a separate account and BHD will work with them to fund the list of priorities, as detailed in the attached report, in a longer time frame. BHD will pay the Planning Council a \$500 per month fee, or a maximum of \$7,000 based on the time frame of November 1, 2012 through December 31, 2013, for serving as the fiscal agent and administrator of the funds.

C) All of the funds were included in the 2012 BHD Budget in the Mental Health Investment Initiative. They are detailed on the attached spreadsheet. There is no tax levy impact related to this initiative.

D. No further assumptions are made.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Department/Prepared By Alexandra Kotze, Fiscal and Policy Administrator - DHHS

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

COUNTY OF MILWAUKEE
Interoffice Memorandum

DATE: October 10, 2012

TO: Supervisor Peggy Romo West, Chair, Committee on Health and Human Needs

FROM: Jennifer Collins, County Board Research Analyst 

SUBJECT: Staff referral of File No. 12-709, Professional Services Contract with the Planning Council for Health and Human Services for the Behavioral Health Division

Background

At the September 19, 2012, meeting of the Committee on Health and Human Needs, the committee reviewed a proposal from the Department of Health and Human Services-Behavioral Health Division (BHD) requesting authorization to execute a professional services contract with the Planning Council for Health and Human Services allocating the remaining \$1,114,296 of the over \$3 million budgeted in 2012 for the Mental Health Redesign and Community Resource Investment so that the Planning Council could manage the distribution of the funds.

The committee referred the item to Department of Health and Human Services and County Board staff, requesting assistance in determining whether the proposed is the best way to spend the \$1.1 million by providing more information on specific initiatives, including viability/sustainability of programming. The committee also asked DHHS staff to renegotiate the fiscal administration fee proposed to be paid to the Planning Council so that more funding can be spent on patient care initiatives.

As stated in the accompanying report, BHD revised their initial list of priority projects to provide a bit more detail, and directly tie funding initiatives back to recommendations contained in the Human Services Research Institute (HSRI) study and Mental Health Redesign and Implementation Task Force's January 2012 report. Additionally, \$400,000 in funding is directed to the expansion of case management services—this is a new proposal, and was not submitted in the original report. The suggested substitute resolution submitted by BHD includes language stating that the County Board will review and approve projects, vendors, and allocations prior to the release of any funding. Finally, the department negotiated a new administrative fee structure for the Planning Council to allow more funding to go directly to programs and services.

The following analysis is intended to respond the questions directed by committee members to County Board staff.

Analysis

Project Review

Committee members had asked staff to review the list of projects to assist policymakers in determining whether the proposed projects were both viable and sustainable. Defining viable as “capable of working successfully” and sustainable as “able to be maintained at a certain rate or level,” County Board staff believes the recommended projects have the ability to be both viable and sustainable in the near term.

Project viability can be predicted by looking to see whether a similar program or service is already up and running and whether there are agencies and vendors in the area currently providing similar programs and services. Most of the projects listed (particularly supportive housing and case management) expand upon efforts already underway at the department. The other projects presented either seek to enhance current programs (peer support), tweak existing models (step-down housing), or build upon programs which have been successfully implemented for other target populations in the community (employment placement and support). In all cases, County Board staff believes there are already current models on which the proposed programs and services can build upon.

Some initial indicators of whether a program or service will be sustainable might be whether it has a stable funding source and/or whether there are possibilities for additional funding sources (outside of relying solely on property tax levy). According to the report, there is adequate funding remaining in the 2012 Adopted Budget to support the initiatives in the near term. The County Board adopted File No. 12-575, allowing Milwaukee County to be added to the State of Wisconsin-Department of Health Services Medicaid State Plan Amendment for Community Recovery Services in July, 2012. According to that resolution, Community Recovery Services funding would add funding for a service array that does not currently exist in Milwaukee County, including supportive employment, community living supportive services, and using peers as providers. Funding sources like this could help sustain the proposed programs and services.

Performance Measures

Though the analysis is subjective, the “viability/sustainability” evaluation discussed above is intended to respond to the question posed by committee members at the September meeting. County Board staff understands that there is an action team of the Mental Health Redesign and Implementation Task Force whose work focuses on the development of quality measurements. As the action team’s work continues, their recommendations should help to provide policymakers with more evidence-based evaluations of program performance.

In the near term, it would benefit policymakers to have a more clear mechanism for reporting mental health redesign to the County Board. County Board staff recommends that a single report format with some sort of visual tracker be consistently used to report redesign progress. For example, the Office of the Comptroller-Division of Audit has consistently used the same report format and chart to track the progress of audit

recommendations. The reports submitted to the committee on the electronic medical records project contained graphics showcasing project status including a bar highlighted to show the percentage of the project, which has been completed. Such a reporting mechanism would make it easier for policymakers to determine what has been achieved, and what remains to be done.

Funding Options

Finally, policymakers requested that County Board staff review whether it would be possible to move funds into a trust fund for mental health. According to the State Statutes, monies that are not spent or encumbered prior to the end of the year lapse and are used to calculate the department and countywide surplus or deficit. In working with the Comptroller's office, staff was advised that the County cannot simply declare its own trust for these monies. When the County controls a trust, it is because another entity has put requirements on how the monies are to be used that the County is obligated to follow. Therefore, the only way to establish a trust in this case would require the County to transfer the monies to another entity and have a Memorandum of Agreement that spells out how the funds will be used.

Policymakers could also seek to have any surplus related to this initiative transferred to the debt service reserve at the end of the year, which could free up other tax levy to appropriate back to BHD in 2013. While this process would be permissible, it is more complicated, and could serve as an awkward precedent for other department surpluses.

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(ITEM) From the Director, Department of Health and Human Services, requesting authorization to enter into a Professional Services Contract with the Planning Council for Health and Human Services for the Behavioral Health Division, by recommending adoption of the following:

AN AMENDED RESOLUTION

WHEREAS, per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to enter into a 2012 Professional Services Contract with the Planning Council for Health and Human Services to assist the Behavioral Health Division (BHD) with the allocation of the remaining \$1,114,296 related to the Mental Health Community Investment; and

WHEREAS, the 2012 BHD Budget included over \$3 million for a Mental Health Redesign and Community Resource Investment, which included six specific initiatives aimed at expediting the necessary groundwork for a mental health system more reliant on community resources and less reliant on inpatient care; and

WHEREAS, in July 2012, BHD presented a status update report regarding the actions that had been taken related to those budget initiatives and indicated that BHD was working on a plan to spend the one-time funds that remained; and

WHEREAS, after the July committee meeting, BHD met with various community stakeholders, including the Mental Health Redesign Task Force, and brainstormed multiple ideas for investments for the remaining funds; and

WHEREAS, in order to maximize the impact of the \$1.1 million and in recognition of the complexity of soliciting bids and entering into various contracts, BHD determined that the best course of action was to return to the Board to request that all funds be managed by the Planning Council of Health and Human Services, with them serving as a fiscal agent where they will establish the funds in a separate account, and BHD will work with them to fund the list of priorities in a longer time frame; and

WHEREAS, BHD will pay the Planning Council a 5% fee, or \$55,750, for serving as the fiscal agent and administrator of the funds (a total of \$75,750 including the Employment fee); and

WHEREAS, the Planning Council will be required to work with Milwaukee County Contract Administration staff to develop any necessary Request for Proposals, establish any contracts, meet Disadvantaged Business Enterprise goals, and follow all applicable County rules; and

45 WHEREAS, all of the funds were included in the 2012 BHD Budget, and there is no
46 tax levy impact that results from this initiative; now, therefore,
47

48 BE IT RESOLVED, that the Director, Department of Health and Human Services, or
49 his/her designee, is hereby authorized to enter into a Professional Services Contract with
50 the vendor in the amount and terms stated below:
51

<u>Agency and Service</u>	<u>Time Frame</u>	<u>2012 Contract</u>
52 Planning Council for 53 Health and Human Services 54 (Consultative Services) 55 ; and	October 1, 2012 - December 31, 2013	\$1,114,296

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57
58 BE IT FURTHER RESOLVED, that the Behavioral Health Division will determine a
59 spending plan for these funds and return to the Board for review and final approval via
60 resolution before any agreements are entered into between the Planning Council and
61 proposed vendors.
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COUNTY OF MILWAUKEE
Behavioral Health Division Administration
 INTER-OFFICE COMMUNICATION

DATE: September 27, 2012

TO: Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by: Paula Lucey, Administrator, Behavioral Health Division

SUBJECT: **From the Director, Department of Health and Human Services, Submitting an Informational Report Regarding the Status of the Contracting Out of Dietary Services**

BACKGROUND

The 2009 Budget included an initiative to contract for food service operations at the Behavioral Health Division (BHD). On June 8, 2009, A'viands LLC, the selected vendor, began operating the BHD food service. At the March 2012 meeting of the Health and Human Needs Committee, it was requested that BHD provide annual status reports every October.

DISCUSSION

Performance

BHD works closely with A'viands to monitor food quality and service and resolve errors. BHD has two Dietitians, a Dietitian Supervisor, a Quality Improvement Coordinator, and a Contract Services Coordinator, who monitor the daily operations of the A'viands contract. A'viands management staff also attend the noon safety meeting when requested or as issues arise.

The Dietitian Supervisor performs regular checks of the meals provided to BHD patients and residents. A summary of data that is routinely collected on meal service and delivery is included in Table 1.

TABLE 1. SELECTED FOOD METRICS (OCT 2011 - AUG 2012)											
	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>August</i>
<i>Tray Accuracy</i>	82%	83%	100%	70%	100%	92%	81%	83%	93%	62%	67%
<i>Texture Modifications</i>	100%	100%	100%	100%	100%	100%	100%	94%	100%	92%	100%
<i>Portion Sizes</i>	89%	100%	100%	80%	100%	92%	94%	100%	100%	100%	100%
<i>Time</i>	55%	67%	86%	70%	64%	67%	75%	72%	86%	79%	87%
<i>Cold Food Temperature</i>	77%	73%	82%	59%	62%	47%	47%	57%	34%	53%	93%
<i>Hot Food Temperature</i>	30%	70%	83%	67%	50%	83%	57%	63%	60%	65%	50%

Tray accuracy: All items ordered on the tray card are present on meal tray at time of delivery. Threshold is 100% accuracy.

Texture Modifications: All mechanically altered foods required are at the desired consistency at time of delivery. Threshold is 100% accuracy.

Portion Sizes: All portion sizes are of correct measurement at time of delivery. Threshold is 100% accuracy.

Time: Meals are delivered on a timely basis. Threshold is within 10 minutes of scheduled serving time. *Tray testing for each category is completed bi-weekly for a sample of 8-9 per month.*

BHD Dietary staff and A'viands also conduct customer satisfaction surveys. The results are presented in Table 2, and show the percentage of customers rating the given measure as either very satisfied or somewhat satisfies in each month.

TABLE 2. CUSTOMER SATISFACTION SURVEY RESULTS (May 2012 – August 2012)				
	<i>May</i>	<i>June</i>	<i>July</i>	<i>August</i>
<i>Temperature</i>	92%	90%	97%	100%
<i>Portion Size</i>	88%	80%	88%	100%
<i>Variety</i>	96%	90%	100%	95%
<i>Taste</i>	87%	70%	100%	87%
<i>Presentation</i>	96%	100%	89%	94%
<i>Overall Quality of Meals</i>	92%	90%	93%	100%
<i>Overall Quality of Food Service</i>	96%	78%	100%	100%

Meal Temperature: Are meal temperatures acceptable to customer at time of meal service (i.e. hot food hot, cold food cold)?

Portion Size: Does customer feel the portion size is adequate?

Variety: Is customer satisfied with variety of foods served at meals?

Taste: Does customer enjoy the taste of their meals?

Presentation: Does customer feel that meals are served with a nice presentation and variety of colors?

Overall Quality of Meals: Is customer satisfied with overall quality of the food and meals?

Overall Quality of Food Service: Is customer satisfied with overall meal experience?

The surveys are based on a sample of approximately 15 to 25 consumers per month. It is also important to note that the survey respondents change on a monthly basis.

A'viands also keeps a complaint log listing the type, nature, and location of complaints received via email and telephone and the follow-up and resolution provided. Table 3 provides a summary of the number of complaints by type in 2012 year-to-date. The majority of the complaints are regarding food issues such as over-cooked food, substitutions or displeasure with a menu item and late or missing meals. Missing meals, incorrect food items and patient preferences are corrected immediately by A'viands at the point of service. Reported complaints as a percent of meals served are less than .1%, and this statistic has remained fairly constant since the beginning of the A'viands contract.

TABLE 3. ISSUES LOG SUMMARY (JAN – SEPT 2012)	
Type of Complaint	Email and Phone Complaints By Occurrence
Dietary Error - i.e. wrong texture served, inappropriate item served	12
Food Issue - i.e. substitution from menu, over-cooked, dislike item, etc	35
Late Meals, Missing Meals	33
Administrative - i.e. missing meal counts, tableware issue, in-service needs	21
TOTAL COMPLAINTS	101
2012 YTD Number Of Meals Served	460,371
Complaints as a Percent of Meals Served	0.02%

All complaints are considered formal complaints. Of the 101 complaints tracked in YTD 2012, 12 were considered serious in nature and related to health and safety concerns. They included patients being given inappropriate diets and food being served that patients were allergic to. All of the situations were rectified immediately before any patient was harmed.

Fiscal Savings

BHD closely monitors the fiscal impact of the dietary contract with A’viands. For 2012 year-to-date, the average monthly cost for BHD for meals is \$447,035 and \$23,188 for required supplements and snacks/nourishments. The total projected expenditures for meals and supplements/snacks for 2012 is \$5,440,693. BHD is working with A’viands to reduce costs for the remainder of the year in order not to surpass the contract amount of \$5,416,186. BHD also has three dietary staff, continuing unemployment costs, prior legacy costs, various small expenses and cross charges. These costs total an average of \$40,972 per month. Therefore, the total average projected monthly cost including BHD and contracted expenses for 2012 is \$511,195. The actual monthly expenditure cost in 2008, including legacy costs, for the BHD run dietary service was \$621,932. This is a projected average monthly savings of \$110,737 and translates into an annual savings of over \$1.3 million.

Initiatives

BHD has continued to expand its patient-centered dining program and has begun to see success in achieving several of the goals of the program, including:

- Fostering independence in clients in regards to choice at meal and snack times;
- Improving consumer satisfaction with meals;
- Decreasing the amount of food waste;
- New way of providing snacks that increase client choice;
- Promoting positive interactions between consumers, BHD staff and A’viands staff;
- Decreasing errors due to dietary cart issues such as cold or burnt items;
- Eliminating the need for operational improvements to the tray line and dish room area; and

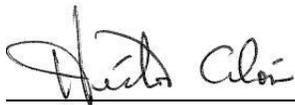
- Correcting state survey notations (on a preliminary basis) in regard to resident choice and accommodation of needs

In addition, the 2012 Budget contains an initiative to reduce dietary costs by \$500,000. BHD has entered into a new Sandwich RFP, is amending some pieces of the existing contract with A'viands, which will result in savings and is discussing potential savings ideas with the Department on Aging.

Recommendation

This is an informational report. No action is necessary.

Respectfully Submitted,



Héctor Colón, Director
Department Of Health and Human Services

cc: County Executive Chris Abele
Tia Torhorst, County Executive's Office
Kelly Bablitch, County Board
Pat Farley, Director – DAS
Craig Kammholz – Fiscal & Budget Administrator - DAS
CJ Pahl, Assistant Fiscal and Budget Administrator – DAS
Antoinette Thomas-Bailey, Fiscal and Management Analyst – DAS
Jennifer Collins, County Board Staff
Jodi Mapp, County Board Staff

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A) Per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to amend and increase the 2010 professional services contract of the University of Wisconsin – Population Health Institute and to retroactively establish this contract from October 1, 2012 through December 31, 2012 for the Behavioral Health Division (BHD). Approval of the recommended contract increase, which is completely offset with grant revenue, will ensure that there is no disruption in the evaluation services of this program.

B) DHHS is requesting the professional services contract with the University of Wisconsin – Population Health Institute increase by \$15,775 to a total of \$75,978. The revenue received through the SAMHSA grant will cover the full cost of the evaluation services.

C) There is no 2012 tax levy impact associated with approval of this request.

D) No further assumptions are made.

Department/Prepared By Alexandra Kotze, DHHS Fiscal and Policy Administrator

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.