



OFFICE OF THE COUNTY EXECUTIVE

*Milwaukee County*

CHRIS ABELE • COUNTY EXECUTIVE

Date: March 21, 2013  
To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors  
From: Chris Abele, County Executive  
Subject: Appointment of Wilma Fonseca to the Milwaukee County Youth Sports Authority

Pursuant to the provisions set forth in Resolution 02-576 and subject to confirmation by your honorable body, I am hereby appointing Wilma Fonseca to serve on the Milwaukee County Youth Sports Authority. Wilma Fonseca's term will expire on April 1st, 2015.

Your consideration and confirmation will be appreciated.

Attached is a copy of her biography for your review.

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  
Jennifer Collins, Health and Human Needs Research Analyst  
Hector Colon, Director, Health and Human Services  
B. Thomas Wanta, Administrator, Delinquency & Court Services Division  
Wilma Fonseca

**WILMA FONSECA**

8388 Tuckaway Shore Drive  
Franklin, Wisconsin 53132

Telephone: (414) 688-2254

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- OBJECTIVE:** To obtain a challenging Administrative position which will allow me to demonstrate my abilities, and utilize my comprehensive knowledge, experience, expertise, organizational and interpersonal skills; a position that provides the opportunity for professional growth.
- EMPLOYMENT:**
- 2008 to Present **LATINO COMMUNITY CENTER, INC.** - Milwaukee, Wisconsin  
**EXECUTIVE DIRECTOR** - Multifaceted responsibilities within four sites entail strategic planning, fund development, grant writing, administering programs, as well as marketing and public relations. Create, recommend to the board of directors, and manage a \$2.5 million annual budget. Work closely with financial and accounting staff, and develop financial strategies to ensure the fiscal health of the organization. Represent LCC, and serve as chief liaison at the local, state and national levels.
- Advance the effectiveness of Affirmative Action/Equal Employment Opportunity guidelines, ensuring that programs reach out to all racial/ethnic groups, persons with disabilities and other protected classes. Develop human resource policies consistent with federal and state requirements and conditions of grant awards, and ensure staff compliance. Created an employee handbook. Recruit, evaluate and manage a diverse staff of approximately 90.
- 2006 to 2008 **SAINT CATHERINE RESIDENCE** - Milwaukee, Wisconsin  
**HOUSING DIRECTOR** - Responsible for overseeing programs and operations, and managing the budget, providing housing and a safe environment for up to 242 women consistent with community needs. Managed programs for women with disabilities, AODA and mental health issues, and facilitated community access in-line with self-sufficiency standards. Marketed the residence to a broad range of funding sources, and maintained relationships with partnering agencies.
- 2004 to 2006 **LATINO COMMUNITY CENTER, INC.** - Milwaukee, Wisconsin  
**ASSOCIATE DIRECTOR** - Accountable for implementing and overseeing all programs and budgets, as well as day-to-day operations provided through community learning centers and youth centers. Wrote grants; monitored, evaluated and reported on the progress of programs, and adherence to budgets. Responsible for all aspects of personnel administration.
- 1998 to 2003 **UNITED MIGRANT OPPORTUNITY SERVICES, INC.** - Milwaukee, Wisconsin  
**WORKFORCE DEVELOPMENT/OPERATIONS MANAGER** - Effectively managed approximately 50 employees and day-to-day operations, directly supervising up to ten departments at multiple locations, and overseeing all W-2 programs. Developed and implemented budgets. Responsible for workforce planning, recruitment, selection, training, development and counseling, performance evaluations, conflict resolution, and out-placement including exit interviews.
- CONTRACT MANAGER** - Oversaw and facilitated all W-2 subcontractors in the administration of the Wisconsin Advancement Act; 20+ partners with approximately \$10.2 million in annual contracts. Effectively negotiated with state and local partners to include MATC, Wisconsin Correctional, Legal Action, Indian Manpower, State of Wisconsin and Milwaukee County; evaluated performance and contract effectiveness in benefiting clients.
- EDUCATION:** Alverno College - Milwaukee, Wisconsin  
Bachelor of Arts Degree in Professional Communications and Liberal Arts  
Bilingual - Fluent in English and Spanish



OFFICE OF THE COUNTY EXECUTIVE

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# Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

Date: April 29, 2013

To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

From: Chris Abele, County Executive

Subject: Appointment of Mary Sawicki to the Milwaukee County Department of Family Care Managed Care Organization Governing Board

Subject to the confirmation of your Honorable Body and pursuant to the provisions set forth in State Statute 46.283(6), I am hereby appointing Mary Sawicki to the Milwaukee County Department of Family Care Managed Care Organization Governing Board for a term expiring on April 30, 2016. A copy of Mary Sawicki's resume is attached for your review.

Your consideration and confirmation of this appointment would be appreciated.

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

Chris Abele  
Milwaukee County Executive

cc: Supervisor Peggy Romo West, Chairman, Health and Human Needs Committee  
Kelly Bablitch, Chief of Staff, County Board of Supervisors  
Maria Ledger, Director, Department of Family Care  
Jodi Mapp, Committee Clerk  
Jennifer Collins, Research Analyst  
Mary Sawicki

## RESUME

Mary Sawicki RN  
3235 S 25<sup>th</sup> St  
Milwaukee, Wi. 53215  
414-231-9152

1997 – present  
Volunteer Guardian  
Gain Project  
Legal Aid Society  
Milw. Wi.

I have had 15 wards over the years, currently have 3 wards. All have been declared incompetent for reasons varying from mental health issues to mental retardation. Most wards have been under the umbrella of Family Care Services. I have experienced need for hospitalization, transfer to nursing homes and changing group homes as well as a ward living in adult independent apt. with supportive services. I have also gone through the experience of hospice care for wards through death of wards and arranging funeral, burial.

1999 – 2002  
Sunrise Care Center – Skilled Nursing Facility Milw. Wi.  
Floor Nurse and Charge Nurse.

1993 – 1999: St. Francis Hospital, Milw. Wi.  
Med/surg ward with telemetry monitoring.

1987-1993 – Diagnostic Center Hospital Houston Texas.  
Med-Surg floor with specialization in Infectious Diseases



OFFICE OF THE COUNTY EXECUTIVE

# Milwaukee County

CHRIS ABELE COUNTY EXECUTIVE

Date: April 25, 2012  
To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors  
From: Chris Abele, County Executive  
Subject: Appointment of Louis Arroyo to the Commission for Persons with Disabilities

Pursuant to the provisions set forth in in the General Ordinances of Milwaukee County, Chapter 73 and subject to confirmation by your honorable body, I am hereby appointing Mr. Louis Arroyo to the Commission for Persons with Disabilities in place of the retired Eric Hobbs. Mr. Arroyo's term will expire on March 31, 2014.

His resume is attached for your review

Your consideration and confirmation will be appreciated.

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

Chris Abele  
Milwaukee County Executive

cc: Supervisor Peggy West, Chairperson, Health and Human Needs Committee  
Milwaukee County Board of Supervisors  
Kelly Bablitch, Chief of Staff  
Jodi Mapp, Committee Clerk  
Don Natzke, Director, Commission for Persons with Disabilities  
Louis Arroyo



Michael Best & Friedrich LLP  
Attorneys at Law  
100 East Wisconsin Avenue  
Suite 3300  
Milwaukee, WI 53202-4108  
Phone 414.271.6560  
Fax 414.277.0656

Luis I. Arroyo  
Direct 414.225.2773  
Email liarroyo@michaelbest.com

Home: 202 W. Willow Road  
Fox Point, WI 53217

February 26, 2013

VIA ELECTRONIC MAIL [Don.Natzke@milwcnty.com](mailto:Don.Natzke@milwcnty.com)

Don Natzke

Re: Consideration for Membership of the Milwaukee County Commission for Persons with Disabilities

Dear Don:

Thank you very much for the Commission's consideration of my candidacy as a possible member for the Milwaukee County Commission for Persons with Disabilities. As you know, I have a long history of being involved in organizations that help individuals with disabilities in the Greater Milwaukee Area. I had the great pleasure of serving as a Board member for IndependenceFirst from 2002 through 2008 and was honored to having served as IndependenceFirst's Vice Chair from 2003 to 2005 and Board Chair from 2005 to 2007. In addition, I have greatly enjoyed my Board membership and Presidency with the Wheelchair Recycling Program now known as IndependenceFirst Mobility Store. Both of these organizations do great work in Milwaukee and I was proud to be associated with them.

I also enjoyed working with you, Don, while you were on the Board of Wheelchair Recycling Program and I hope you are as proud as I am that they found a new home with IndependenceFirst that will ensure their continued important contributions to Milwaukee, Madison and Wisconsin in general.

My interest in disability rights issues stems from my own personal experience. As you know, I am a bilateral amputee. I certainly have not let my disability hinder my accomplishments and achievements. Eric Hobbs told me about the important and good works that the Commission has done in the County and I would be honored if the Commission chose to select me as a Board member. I am enclosing a copy of my bio for your consideration. Certainly, I welcome answering any questions the Commission may have.

If you have any questions, simply contact me and we can arrange a time to meet if required. Otherwise, I understand that I am welcome at the next Board meeting this coming Monday and look forward to meeting the Commission members at that time.

Sincerely,

MICHAEL BEST & FRIEDRICH LLP

Luis I. Arroyo

LIA:srp

Enclosure



**Luis I. Arroyo**

Michael Best & Friedrich LLP  
100 East Wisconsin Avenue  
Suite 3300  
Milwaukee, WI 53202-4108  
Phone: 414.225.2773  
Fax: 414.277.0656  
E-mail: liarroyo@michaelbest.com  
Web Site: michaelbest.com

**Law Practice**

Luis Arroyo is a member of the Labor and Employment Practice Group and the Education Focus Group. Mr. Arroyo served as a Judicial Intern to Judge Jon P. Wilcox at the Wisconsin Supreme Court during law school at the University of Wisconsin-Madison.

Mr. Arroyo counsels K-12 school districts on an array of issues involving: student/faculty discipline, open records/meetings law, student and faculty disability accommodation issues, IDEA & §504 issues, general policy development and drafting student and staff handbooks. Mr. Arroyo has handled administrative cases before the Wisconsin Department of Public Instruction ("DPI") and the Wisconsin Division of Hearings and Appeals regarding special education due process hearings and DPI complaints.

In addition to helping K-12 school districts on school-related matters, Mr. Arroyo's experience includes handling and assisting with cases before the Equal Employment Opportunity Commission, the Labor and Industry Review Commission, the Wisconsin Employment Relations Commission, the Department of Workforce Development, the Eastern and Western District Courts and the Seventh Circuit Court of Appeals regarding race, age, sex, national origin, disability claims, worker's compensation claims and unemployment compensation matters. He also conducts diversity awareness and training programs tailored to fit the individual needs of each employer.

**Professional Activities**

- Member, Wisconsin and Milwaukee Bar Associations
- Member, Board of Directors, Wisconsin School Attorney's Association
- Guest lecturer, Marquette University, Cardinal Stritch University and the University of Wisconsin-Madison on issues of school law.

**Honors and Recognitions**

Mr. Arroyo was recognized as a "Rising Star" by *Super Lawyers Magazine* in the area of Employment and Labor Law from 2006-2008.

**Community Involvement**

- Board Member, Wheelchair Recycling Program
- Member, Board of Directors for IndependenceFirst
- Vice President, Transition Center for Youth Board of Directors

**Speeches**

- Presentation, "Higher Education Opportunity Act Workshop: A Status Check for Your College," Wisconsin Association for Career & Technical Education, September 2009
- Presentation, "Student Background Record Checks of Students Enrolled in Education Programs," Wisconsin Association of Colleges for Teacher Education, March 2009
- Presentation, "What Business and HR Leaders Need to Know About Protecting their Confidential Information," Trade Secrets and Pocketbook, July 2008
- Presentation, "My Space = My Business? Not Likely! Emerging Employment Policy Trends Related to Hiring, Monitoring and Disciplining Employees for E-Mail, Blogging, Web Development, and Other Non-Employer-Sanctioned Electronic Communication," April 2008
- Presentation, "Bong Hits for Jesus, Be Happy Not Gay, and My Space.com Oh My; What You Need to Know About the First Amendment Rights at Public Schools," WASB/WSAA Legal Seminar, October 2007
- Presentation, "Public Schools," WASB/WSAA Legal Seminar, October 2007
- Presentation, "Update on Free Speech, Open Records and Open Meetings Laws in Wisconsin," September 2007
- Presentation, "You've Just Been Sued, Now What? A Crash Course in the Process and Pitfalls and Growing Challenges in Successfully Defending Against Employment Discrimination Claims," May 2007
- Presentation, "Against Employment Discrimination Claims," May 2007
- Presentation, "I-Pods, Blogging and E-Romance, Oh My! Explore Hot Topics in E-Communication, Association of Corporate Counsel Mini Conference," September 2006; National Public Employer Labor Relations Association Annual Meeting, April 2007 Conference, September 2006; National Public Employer Labor Relations Association Annual Meeting, April 2007
- Panelist, "The First Amendment in Government Practice, State Bar of Wisconsin Seminar," September 2006
- Presentation, "First Amendment Issues in Municipal Employment," Wisconsin League of Municipalities Municipal Attorney Institute, June 2006
- Presentation, "Enforcing and Defending Non-Competition Agreements: What You Need to Know," June 2005
- Presentation, "Practical Advice and New Developments In Special Education in Wisconsin"; Including IDEA 2004, Lorman

Education Seminars, April 2005

- Presentation, "Catch Me If You Can: Arrest and Conviction Record Law in Wisconsin," June 2004
- Presentation, "FMLA Update, Council on Education in Management," November 2003
- Presentation, "Personnel Law Update, Council on Education in Management," August 2003
- Presentation, "When Johnny Comes Marching Home: An Overview of USERRA," May 2003
- Presentation, "Top 10 Practical Tips in Employee Discipline," May 2002
- Presentation, "Legal Issues Affecting Choice and Charter Schools," November 2001
- Presentation, "Accommodating Employees with Psychological Disabilities," with Lorman Education Services, March 2001
- Presentation, "A Guide to Wisconsin's Open Records Obligations," October 2000
- Presentation, "Public School District Obligations to Children in Private Schools," May 2000
- Presentation, "A Guide to Background Checks," December 1999
- Presentation, "Hiring Applicants with Arrest and Conviction Records," December 1999
- Presentation, "Y2K Alert – Top Tips for Avoiding Trouble," 1999
- Presentation, "School Law in Wisconsin," National Business Institute Seminar, October 1999
- Presentation, "ADA and Section 504 Accommodation Issues," 1998

**Publication**

- Co-author, "Public Records Request: Redaction, Who's Paying?" Michael Best Client Alert, July 2012
- Co-author, "Keeping Your Workforce Working During the Immigration Reform Protests of 2006," Michael Best Client Alert, 2006
- Author, "Tenure and Termination," *Public HR Magazine*, Volume II, Number I, February 26, 1999

**Education**

- University of Wisconsin Law School (J.D., 1998)
- University of Wisconsin – Madison (M.S., Education Administration, 1998)
- University of Wisconsin – LaCrosse (B.S., 1994)

**Bar Admission**

- Wisconsin, 1998

**Court Admission**

- U.S. District Court for the Western District of Wisconsin, 1998



OFFICE OF THE COUNTY EXECUTIVE

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# Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

DATE: April 24, 2013

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

FROM: Chris Abele, Milwaukee County Executive

SUBJECT: Appointment of Barry Kress to the Milwaukee County Aging and Disability Resource Center Board

Subject to confirmation by your Honorable Body and pursuant to State Statute 46.283 (6), I am hereby appointing Barry Kress to the Milwaukee County Aging and Disability Resource Center Governing Board. Attached is a copy of Mr. Kress's resume. The term of service for this appointment is three years. Mr. Kress's term will end on April 30, 2015.

Your consideration of this reappointment is appreciated.

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

Chris Abele  
Milwaukee County Executive

Attachment

CC: Supervisor Peggy Romo West, Chair, Health and Human Needs Committee  
Kelly Bablitch, Chief of Staff  
Stephanie Sue Stein, Director, Department on Aging  
Geri Lyday, Administrator, Department Health and Human Services, Disability Services  
Jodi Mapp, Committee Clerk  
Jennifer Collins, Research Analyst  
Barry Kress

**Barry Kress**

**Barry Kress  
7207 W. Walker St.  
West Allis, WI.**

**53214**

**414-258-7947**

**dewberries1961@live.com**

**19+ years as a self  
advocate and an advocate for persons with  
disabilities.**

**Member of the Consumer Caucus, the Advocators, and  
People First-Wisconsin**

**Current Vice-President of People First WI.**

**I have Spoken to County, State, and Federal Officials  
about issues pertaining to adults with disabilities.**

**2.5 years member of Milwaukee County Long Term  
Care Council**

**Work**

**Page 1**

**Barry Kress**

**2010) P.C.W., Respite Care Worker for a wheelchair bound woman I help take care of a lady who is permenantly wheelchair bound 2-3 days a week and give her live in care worker 2 weekends a month break time.**

**2008) Respite Care Worker**

**I give a disabled lady's live in care giver 2 weekends a month personal time.**

**1986 - 2001) I worked as a dishwasher, custodian, foundry worker, security guard, and a crossing guard.**

**Volunteer Work**

**1977- 1980) Volunteered at the Humane Society  
1981- 1984) Wisconsin Civil Air Patrol  
1989- 2001) Milwaukee Area R E A C T (Emergency Radio Service, Severe Weather and Tornado Spotter).**

**2005 - Present) UCP South Eastern WI.**

**1989 - Present) Various agencies for persons with disabilities**



OFFICE OF THE COUNTY EXECUTIVE

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# Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

Date: April 29, 2013  
To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors  
From: Chris Abele, County Executive  
Subject: Appointment of Chief Robert Ugaste 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 Chief Robert Ugaste to serve on the Emergency Medical Services Council. A copy of Chief Ugaste's resume is attached for your review. Mr. Ugaste'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  
Chief Robert Ugaste

# *Chief Rob Ugaste's Resume*

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Highly effective organizational leader and communicator specializing in participative leadership style with focus on expectations and accountability. History of success at all levels with proven ability to develop strong organizational teams and positive external partnerships. Well rounded background in suppression, EMS, community relations, and public education. Models and insists on high levels of customer service.

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## **Career**

### Wauwatosa Fire Department

Fire Chief                      March 2011 - present

### Lincolnshire-Riverwoods Fire Protection District (LRFPD)

Deputy Chief                  2010-2011

Assistant Chief                1999-2009

Haz Mat Technician        1997 - present

Captain                         1998

Lieutenant                    1993-1997

Firefighter                    1980-1992

## **EMS Experience**

EMT (1980-1982)

Paramedic 1982- 2007 (National Registry)

Medical Officer (1986-1997)

EMS Chief (1997-1998)

Milwaukee County Fire Chiefs liaison to EMS Research Committee (2011–present)

## **Emergency Management Experience**

Emergency Management Coordinator (2011-present)

South East Wisconsin Incident Management Team – Assistant Team Leader (2012-present)

## **Wisconsin State Fire Chiefs**

Committee on Accreditation – Chairperson (2012- present)

## **Accomplishments**

Chairperson - Wisconsin State Fire Chiefs Committee on Accreditation (2012-present)

Director – Grainger Full Scale Exercise with 600 participants (June 2010)

Speaker – Excellence Conference - Henderson Nevada (2013)

Accreditation Manager (2007-2011)

Accreditation Peer Assessor (2008-present)

Referendum Manager (1997-1998)

## **Education**

Masters in Fire Service Leadership  
Bachelors in Public Safety Administration  
Associates in Fire Science  
Executive Fire Officer Program - National Fire Academy  
Chief Fire Officer Designation  
Illinois Fire Officer III  
Accreditation Peer Assessor

## **Professional Memberships**

Tosa Area Preparedness Partners - Public Sector Chair (2012- present)  
Wauwatosa Chamber of Commerce (2012- present)  
International Association of Fire Chiefs (2004- present)  
Wisconsin Fire Chiefs (2011-present)  
Milwaukee County Fire Chiefs (2011- present)  
Society of Executive Fire Officers (2010-present)  
Illinois Fire Accreditation Managers (2007-2012)  
Great Lakes Fire Accreditation Managers (2012- present)  
Member of Institution of Fire Engineers (2011- present)  
Lake-Cook Regional Critical Incident Partnership – Public Sector Chair (2007- 2011)

## **Research Papers Published by the National Fire Academy**

Technical Report Writing and Fire Department Paramedics (2008)  
Obstacles to Residential Sprinkler Ordinances in New Construction (2009)  
Developing a Collaborative Approach to Unified Command (2010)  
Why Not Consolidate? (2011)

## **Articles Written for FirefighterNation.com (Fire-Rescue Magazine)**

Common Goal: Public-Private Partnerships (2010)  
Public-Private Partnerships: A Success Story! (2010)  
Putting the Partnership to the Test (2010)

## **Articles Written for Wisconsin State Fire Chiefs Magazine**

Why Should I Care About Accreditation? (2012)  
The Strategic Plan (2012)  
The Community Risk Analysis (2013)

**County of Milwaukee**

INTEROFFICE COMMUNICATION

DATE: April 29, 2013

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

FROM: Stephanie Sue Stein, Director, Milwaukee County Department on Aging

RE: From Director, Department on Aging, requesting authorization to execute a contract totaling \$5,600 with Milwaukee LGBT Community Center, Inc., to provide Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly for the period July 1, 2013 through December 31, 2013

I respectfully request that the attached resolution be scheduled for consideration by the Committee on Health and Human Needs at its meeting on May 15, 2013.

The attached resolution authorizes the Director, Department on Aging, to execute a contract totaling \$5,600 with Milwaukee LGBT Community Center, Inc., to provide Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly for the period July 1, through December 31, 2013.

On December 20, 2012, under File No. 13-19, the County Board of Supervisors authorized the Director, Department on Aging, to execute a contract with SAGE Milwaukee, Inc., to provide Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly for the period January 1, 2013 through December 31, 2013. SAGE Milwaukee has contracted with Milwaukee County to administer this program since the program began in 2001.

The budget for Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly totals \$10,000. Under the contract, SAGE Milwaukee hires a part-time Social Worker to provide services 8-hours per week. The Social Worker (1) provides access, counseling, referral, and other services to LGBT seniors age 60 or older living in Milwaukee County, (2) trains service providers on the unique needs of LGBT seniors, and (3) disseminates information on programs and services to LGBT seniors. The needs of seniors served through this program include (but are not limited to) issues of physical health, mental health, housing, public assistance, and end of life concerns.

The contract between Milwaukee County Department on Aging and SAGE Milwaukee ends June 30, 2013. The Department recommends a contract with Milwaukee LGBT Community Center, Inc., for the balance of 2013 to assure services will continue and be provided by the existing Social Worker. SAGE Milwaukee will no longer exist as a private, non-profit corporation, but its mission of serving LGBT seniors will continue through the Milwaukee LGBT Community Center.

If you have any questions about report or resolution, please call me at 2-6876.




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Stephanie Sue Stein, Director  
Department on Aging

Sup. Marina Dimitrijevic  
Sup. Peggy Romo West  
Page 2

cc: County Executive Chris Abele  
Raisa Koltun  
Antionette Thomas-Bailey  
Jennifer Collins  
Jonette Arms  
Thomas Condella  
Mary Proctor Brown  
Jonathan Janowski  
Gary Portenier  
Pat Rogers

Attachments

## RESOLUTION

WHEREAS, the 2013 Adopted Budget of the Milwaukee County Department on Aging includes revenues and expenditures for the purchase of supportive programs and services to Milwaukee County older persons; and

WHEREAS, on December 20, 2012, 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, 2013 [File No. 13-19]; and

WHEREAS, the resolution authorized the Department to awarded \$10,000 to SAGE Milwaukee, Inc., to provide Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly; and

WHEREAS, the authorized contract was executed beginning January 1, 2013; and

WHEREAS, on March 3, 2013, the Board of Directors of SAGE Milwaukee, Inc., voted to dissolve SAGE Milwaukee, Inc., and to join with Milwaukee LGBT Community Center, Inc., to assure LGBT seniors will continue receiving the services they need; and

WHEREAS, the Board of Directors of SAGE Milwaukee, Inc., has provided Milwaukee County sufficient notice for contract termination effective June 30, 2013; and

WHEREAS, the Board of Directors of Milwaukee LGBT Community Center, Inc., on March 20, 2013, voted to incorporate SAGE Milwaukee programs into its ongoing programming; and

WHEREAS, Milwaukee LGBT Community Center, Inc., has requested a contract with Milwaukee County Department on Aging to administer Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly for the period July 1, 2013 through December 31, 2013; and

WHEREAS, the proposal from Milwaukee LGBT Community Center, Inc., includes retaining the existing program staff to assure no interruption in services; now, therefore

BE IT RESOLVED, that the Director, Department on Aging, is hereby authorized to

execute a contract totaling \$5,600 with Milwaukee LGBT Community Center, Inc., to provide Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly for the period July 1, 2013 through December 31, 2013.

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** April 29, 2013

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** Request for authorization to execute a contract totaling \$5,600 with Milwaukee LGBT Community Center, Inc., to provide Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly for the period July 1, 2013 through December 31, 2013.

**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<br>(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.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	0	
	Revenue	0	
	Net Cost	0	
<b>Capital Improvement Budget</b>	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.<sup>1</sup> 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 execute a contract totaling \$5,600 with Milwaukee LGBT Community Center, Inc., to provide Outreach and Services to Lesbian, Gay, Bisexual, and Transgender Elderly for the period July 1, 2013 through December 31, 2013.

Funding for the services provided under this contract is included in the 2013 Adopted Budget.

This resolution has no fiscal impact on 2013 other than the allocation of staff time required to prepare the accompanying report and resolution.

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<sup>1</sup> 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

Date : April 22, 2013  
To : Supervisor Peggy West, Chair, Health and Human Needs Committee  
From : Chris Lindberg, Chief Information Officer, IMSD  
Subject: Informational Report: Electronic Medical Records System Implementation for the Department of Human Services, Behavioral Health Division

**BACKGROUND**

The Information Management Services Division (IMSD) collaborated with the Department of Human Services Behavioral Health Division (BHD) and the Milwaukee County Office of the Sheriff (MCSO) to select an Electronic Medical Records (EMR) system for BHD, and if required, meet the future business need of MCSO.

The EMR project began in August of 2010 with the selection of the Joxel Group, LLC, (TJG) for project management services. Throughout the remainder of 2010 and into third quarter of 2011, business requirements were gathered, a request for proposal issued and the vendor selection process conducted. In conjunction with IMSD, the Department of Administrative Services (DAS) and TJG, BHD selected Netsmart's Avatar product as the Electronic Medical Records system to manage the clinical and financial needs of BHD. In September 2011, approval was granted by the County Board of Supervisors and the County Executive to execute the contract with Netsmart Technologies for the EMR.

This report is intended to provide an informational update on the progress of the EMR project and the anticipated phases to complete the project.

**ANTICIPATED PROJECT PHASES**

The EMR project is broken down into the following four (4) phases:

Phase 1 - Planning and Design (Complete)

Phase 2 - RFP Process and Vendor Selection (Complete)

**Phase 3 - Implementation (In process)**

Phase 4 - Closeout and Audit

**UPDATE – PHASE 3: IMPLEMENTATION**

Phase 3 - Implementation deals with the execution of the Avatar software at BHD. To ensure that the software could be enabled into BHD effectively while maintaining the change management issues associated with any new software implementation, the team decided to break down the project into three (3) stages. Each stage was intended to implement the EMR solution to a specific program and the lessons learned would then be leveraged into subsequent stage implementations. Within each stage, after an implementation, iterative improvement processes will be conducted to ensure there is continuous improvement of the EMR solution to that program.

The stages for the implementation are:

- **Stage 1** – involves implementing the EMR software to the Crisis business (with the exception of Crisis Respite) along with the fiscal implementation for Crisis, Acute, and Operated Community Services Branch. BHD went “Live” with this implementation on December 3, 2012. Today all clinical documentation with the exception of order entry is done electronically in Avatar. Nurses, Practitioners, Unit Clerks, and other Clinicians all use Avatar to document client assessments, progress notes, and any required clinical documentation to initiate the client into BHD services. Staff also has the ability to review prior episode information electronically. Since “Go Live”, several modifications have been made to the system to ensure it conforms to the needs of the clinicians effectively. In addition, the project team, admissions team, and the clinical team meet on a weekly basis to review the Crisis process to determine areas of improvement within the current BHD process. One of these improvements this year will be to rollout the Order Entry process in a manner that is simplifies order entry for BHD.
- **Stage 2** – involves implementing the EMR software to the Acute business along with Crisis Respite. Upon completion of this stage, Acute staff will document clinical information of clients into Avatar while electronically viewing what other disciplines within Acute are doing more efficiently. Acute staff will also have the ability to review client evaluations performed by other divisions within BHD or in past episodes. The need for clinical paper documentation being copied from Crisis to Acute (and vice versa) will be eliminated. This stage will involve all aspects of the EMR software for Acute programs with the exception of Treatment Planning. Treatment Planning will be rolled out as an iterative development effort shortly after the Acute go live.
- **Stage 3** – involves implementing the EMR software to the Operated Community Service Programs. This implementation is tentatively scheduled for the end of 2013 or potentially by the first quarter of 2014.

**Stage 2 Summary:** Stage 2 of implementation started shortly after Stage 1 go live and is intended to complete by June 2013. The team will follow the same process implemented in Stage 1 where multiple iterative development and process improvement efforts will continue to ensure that the needs of the Acute users are being addressed as they get acclimated with the software.

This phase of the project is being monitored by the IMSD PMO group to ensure quality and repeatability of the process for all projects across the County. A high level status of the project is summarized as follows:

### IMSD Monthly Project Status Report for Stage 2

Project Identification			
<b>Project Name</b>	BHD EMR Project Implementation – Stage 2	<b>Project Manager</b>	Sushil Pillai
<b>Report Date</b>	19-Apr-13	<b>Business Sponsor</b>	Kathie Eilers
<b>IS Sponsor</b>	Laurie Panella	<b>IS Director</b>	Chris Lindberg
<b>Division</b>	BHD		
<b>Project Name</b>	BHD EMR Project Implementation – Stage 2		
<b>Project Description</b>	Start the EMR Implementation Project in a phased approach to enable an EMR system for BHD that encompasses the Inpatient, Crisis Management, Admissions and Billing, Adult Community Services and Long-term Care.		

Health Summary for Stage 2					
	Financial	Schedule	Scope	Resources	Overall Health
	On Track	Requires Attention	Requires Attention	On Track	Requires Attention
<b>Comments For Any Health Category If Not "GREEN"</b>					

- During the planning and discovery stage of Acute it became apparent that individual disciplines require more focus to ensure effective utilization of services. This added a little over a month to the project time line.
- With the proposed change to BHD’s business model, the scope of Stage 2 and Stage 3 may change.

Schedule Analysis for Stage 2						
Phase	Plan Start Date	Plan Finish Date	Target Start Date	Target Finish Date	Percent Complete	Variance
Planning & Discovery	1/7/2013	2/28/2013		4/2/2013	100%	
Configuration	4/3/2013	4/30/2013			88%	
Testing	4/4/2013	5/7/2013			75%	
Implementation	3/25/2013	6/13/2013			50%	

Activities / Milestones for Stage 2	
Recent Accomplishments	Upcoming Goals
<ul style="list-style-type: none"> <li>• Process diagrams for all disciplines are completed and validated. Additional reworks are being done by the business which will be addressed as they happen.</li> <li>• Forms for each of the disciplines have been documented and validated.</li> <li>• Forms build has started and validation for these forms are happening concurrently.</li> <li>• Training plan has been completed and schedule has been submitted to the client. Training development is underway and is also scheduled to be completed by the end of April.</li> <li>• Test plan, scenarios, and scripts have been created. Integration testing is underway and scheduled to complete before the end of April.</li> <li>• Reports requirements have been documented and discussed with the client. Reports are being built and will continue through May.</li> </ul>	<ul style="list-style-type: none"> <li>• Process Walkthrough on all processes.</li> <li>• Update forms based on changes from the process walkthrough.</li> <li>• Complete training materials and training validation to prepare for Training in May and June.</li> <li>• End User Acceptance Testing (UAT) along with preliminary training to ensure UAT process works effectively.</li> <li>• Complete Integration testing.</li> </ul>

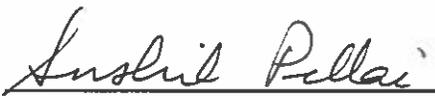
Key Milestones for Stage 2					
Name	Description	Plan Date	Target Date	Percent Complete	Comments
Planning	Working with Acute, Crisis Respite to understand their business requirements and plan the integration between disciplines	1/7/13	4/2/13	90%	Since the disciplines are capturing the same information, the need to make each discipline concise will require additional time.
Reporting	Determine internal and external reporting needs – regulatory, quality, fiscal, and clinical.	2/4/13	5/20/13	69%	
Technical Integration – PC Rollout and Network	Will need to work with IMSD to determine timings on the PC rollout and network testing to ensure Acute goes live.	1/21/13	6/3/13	25%	
Configuration	Get all forms, documents, orders, roles configured into the system.	4/8/13	4/23/13	88%	
Integration Testing	Develop strategy, scenarios and scripts to test the system along integration points.	4/22/13	4/29/13	82%	

UAT	Develop strategy, scenarios and scripts for the users to test the system.	4/24/13	5/6/13	0%	
End User Training	Develop end-user training materials in STT across every role so that training is specific to what each individual does with the system.	3/25/13	5/24/13	36%	
Go Live Activities	Plan for all activities prior to go live. IMSD involvement will be required to ensure there are no surprises.	5/27/13	6/5/13	0%	
Go Live Production Copy	There are things that happen behind the scenes after go live in terms of copy of files to ensure consistency.	6/10/13	6/20/13	0%	

**RECOMMENDATION**

The Director of Behavioral Health Division and the Chief Information Officer respectfully requests this report to be received and placed on file.

Prepared by:



Sushil Pillai  
 The Joxel Group, LLC

Approved by:



Chris Lindberg  
 Chief Information Officer, IMSD

- cc: County Executive Chris Abele  
 Amber Moreen, Chief of Staff, County Executive's Office  
 Marina Dimitrijevic, Chairwoman, County Board of Supervisors  
 Kelly Bablitch, Chief of Staff, County Board of Supervisors  
 Raisa Koltun, County Executive's Office  
 Don Tyler, Director, Department of Administrative Services  
 Hector Colon, Director, Health and Human Services

Jeanne Dorff, Deputy Director, Health and Human Services  
Kathie Eilers, Director, Behavioral Health Division  
Laurie Panella, Deputy Chief Information Officer, IMSD  
Jennifer Collins, Health and Human Services Research Analyst  
Jodi Mapp, Health and Human Services Committee Clerk  
Alexandra Kotze, Fiscal and Management Analyst, Behavioral Health Division

COUNTY OF MILWAUKEE  
Inter-office Memorandum

8

**DATE:** April 29, 2013

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

**FROM:** Héctor Colón, Director, Department of Health and Human Services  
*Prepared by James Mathy, Administrator, Housing Division*

**SUBJECT:** Report from the Director, Department of Health and Human Services, requesting authorization to enter into a Purchase of Service contract with Our Space for \$52,500 to provide supportive services for the Farwell Studios Permanent Supportive Housing Development

**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 for the Housing Division to enter into a purchase of service (POS) contract with Our Space for \$52,500 to provide supportive services for the Farwell Studios Permanent Supportive Housing Development. This contract will provide individuals with on-site supportive services necessary for consumers to succeed in permanent housing. Our Space will be taking over the contract on June 1, 2013 as a result of a competitive Request for Proposal (RFP) process.

**Discussion**

Farwell Studios is a Permanent Supportive Housing Development that has been in operation for two years. The Housing Division worked with Cardinal Capital Management and Stay In Balance to use Neighborhood Stabilization Funds to acquire the building in foreclosure. It is a 38 unit apartment building and 19 of those units are used for the purposes of providing supportive housing to consumers receiving services through the Behavioral Health Division (BHD).

Recently, Cardinal Capital Management has been awarded Low Income Housing Tax Credits to fund a major renovation of Farwell Studios. The financial closing has already occurred and these funds will be used to substantially renovate all the apartments, HVAC systems and place an elevator in the building. The complete rehabilitation of the building will be completed in the fall. Due to this substantial upgrade, the Housing Division decided to conduct a competitive RFP for on-site supportive services provided at this location.

The competitive RFP resulted in Our Space being chosen for this purchase of service contract. Our Space has been in existence since 1987 with a mission to empower adults who have experienced mental illness to attain a more meaningful life by offering quality programs and services, which promote recovery, rehabilitation and renewal. Our Space is based on a membership and peer support concept, which creates a circle of wellness that enhances connectivity, self-determination and reintegration. Our Space has been providing on-site services at several of Milwaukee County's permanent supportive housing locations since they opened.

At Farwell Studios, Our Space will be providing comprehensive services, which will assist Milwaukee County BHD consumers with maintaining their individual housing unit and coordinating services with case management. Professional staff will work with the individual's case manager, Certified Peer Support Specialists and the resident to offer recovery-oriented services.

Individual one-on-one activities with residents will include ongoing support, assistance in establishing personal goals, feedback on recovery, development of independent living skills, including cleaning, meal planning and preparation, laundry, budgeting, shopping and bill paying. Skill development is based on daily use of existing skills, developing new skills and learning how to problem solve.

Certified Peer Support Specialists will have daily contact with each resident and communicate issues or concerns to other Certified Peer Support Specialists and professional staff. Peer Support Specialists will conduct groups under the supervision of professional staff. These groups will include mental health education groups to offer improvements in the categories of self-stigma/insight, medication management, creation of Wellness Recovery Action Plans (WRAP) and community involvement activities.

### **Recommendation**

It is recommended that the County Board of Supervisors authorize the Director, Department of Health and Human Services, or his designee, to enter into a purchase of service contract with Our Space for \$52,500 to provide supportive services for the Farwell Studios Permanent Supportive Housing Development for the time frame of June 1, 2013 through December 31, 2013.

### **Fiscal Effect**

Funds for these services have already been identified in the 2013 budget. A fiscal note form is attached.

Respectfully Submitted,



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Héctor Colón, Director  
Department of Health and Human Services

cc: County Executive Chris Abele  
Raisa Koltun, County Executive's Office  
Kelly Bablich, Chief of Staff, County Board  
Don Tyler, Director, DAS  
Josh Fudge, Interim Fiscal & Budget Administrator, DAS  
CJ Pahl, Assistant Fiscal & Budget Administrator, DAS  
Matthew Fortman, Fiscal & Budget Analyst, DAS  
Jennifer Collins, County Board Analyst

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(ITEM) From the Director, Department of Health and Human Services, requesting authorization to enter into a 2013 purchase of service contract to provide supportive services for the Farwell Studios Permanent Supportive Housing Development, 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 enter into a 2013 purchase of service contract between the Housing Division and Our Space to provide contracted supportive services for the Farwell Studios Permanent Supportive Housing Development; and

WHEREAS, the contract recommendation of \$52,500 is within the funds available in the 2013 Budget; 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 enter into a 2013 purchase of service contract with Our Space for \$52,500 for the period June 1, 2013 to December 31, 2013.

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** 4/29/13

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** Report from the Director, Department of Health and Human Services, requesting authorization to enter into a 2013 purchase of service contract to provide supportive services for the Farwell Studios Permanent Supportive Housing Development

**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<br>(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.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
<b>Capital Improvement Budget</b>	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.<sup>1</sup> 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 execute a 2013 Purchase of Service Contract between the Housing Division and Our Space to provide supportive services for the Farwell Studios Permanent Supportive Housing Development.

Approval of this request will allow the Housing Division to provide contracted supportive services for the period June 1, 2013 through December 31, 2013. These services involve individual one-on-one activities with residents including ongoing support, assistance in establishing personal goals, feedback on recovery and development of independent living skills (such as cleaning, meal planning & preparation, laundry, budgeting, shopping and bill paying). Skill development is based on daily use of existing skills, developing new skills and learning how to problem solve.

B. Total 2013 expenditures included in this request are \$52,500 for the time frame of June 1, 2013 through December 31, 2013. DHHS – Housing Division included these services as part of their purchase of service report to the Board in December 2012 but decided to put it out to bid mid-year due to a renovation of the facility.

C. There is no tax levy impact associated with approval of this request in 2013 as funds sufficient to cover associated expenditures are included as part of the Housing Division's 2013 Budget. The former vendor's contract will be pro-rated for partial year services and the remaining funds will be reallocated to the new vendor.

D. No assumptions are made.

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<sup>1</sup> 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 Thomas F. Lewandowski, Fiscal & Management Analyst

Authorized Signature 

Did DAS-Fiscal Staff Review?  Yes  No  
Did CDPB Staff Review?  Yes  No  Not Required

**COUNTY OF MILWAUKEE**  
**Department of Health and Human Services**  
 INTER-OFFICE COMMUNICATION

**DATE:** April 29, 2013

**TO:** Supervisor Patricia Jursik, Chairperson, Economic & Community Development Committee

**FROM:** Hector Colon, Director, Department of Health and Human Services  
*Prepared by James Mathy, Housing Administrator, Housing Division*

**SUBJECT: An Informational Report from the Director, Department of Health and Human Services, presenting an update on permanent supportive housing in Milwaukee County**

**Issue**

The Milwaukee County Housing Division was created in the 2008 budget with the charge of consolidating the County's housing resources to focus on improving housing conditions for individuals suffering from mental illness. Since that time, a major focus of the Division has been the creation of permanent supportive housing units. Permanent supportive housing is a cost-effective program that combines affordable housing with supportive services that help people live more stable, productive lives. Prior to the creation of the Division, Milwaukee County did not have any permanent supportive housing units with on-site services. Today, there are over 450 units, which have secured a total investment of \$92 million.

These newly constructed units compliment the Housing Division's Shelter Plus Care tenant-based program. The Division receives \$2.8 million from the U.S. Department of Housing and Urban Development (HUD) to provide rental assistance for those who meet the federal definition of homelessness and are disabled. Individuals must receive permanent case management services to be eligible. There are over 400 consumers participating in this program and a majority are receiving services through the Behavioral Health Division. It is the largest scattered-site rental assistance program designed for disabled individuals in the State of Wisconsin.

**Discussion**

Through the Housing Division, Milwaukee County has played a significant role in the development of supportive housing in a variety of ways:

**Gap Financing for Construction**

A majority of permanent supportive housing in Milwaukee County has been funded through the Wisconsin Housing and Economic Development Authority's (WHEDA) Low

Income Housing Tax Credit Program. This program provides a significant portion of construction financing for affordable housing projects. Due to the need for affordable rent amounts, there is typically a financial gap that developers need to fill to have a successful project. In an effort to assist with this issue, Milwaukee County established the Milwaukee County Special Needs Housing Trust Fund to assist developers in meeting financing gaps. Since its inception, the Special Needs Housing Trust Fund has contributed over \$3 million towards the construction of permanent supportive housing. The City of Milwaukee also created a Housing Trust Fund and they have funded many of the permanent supportive housing developments located in the City of Milwaukee. Smaller gap financing tools like these trust funds are a very important part of the financing package and they often can leverage other, much larger sources of funds.

The Housing Division also has used HOME funds for gap financing. This was done for the first time to assist in the construction of Bradley Crossing in Brown Deer. The Division gave Movin' Out \$500,000 who partnered with Jewish Family Services and General Capital to create 60 units of affordable housing, 30 of which are for people with disabilities.

#### Rental Subsidy

In order for permanent supportive housing to be successful, the rents need to be affordable. Many individuals who need supportive housing have very low income. To make rents affordable, individuals need access to rental assistance. The Housing Division has provided two types of federal rental assistance: project based housing choice vouchers (Section 8) and Shelter Plus Care. The goal of the assistance is to ensure that individuals do not pay more than 30% of their income towards rent, many of whom receive Supplemental Security Income (SSI).

#### Supportive Services

Milwaukee County provides service funding for most of the permanent supportive housing in Milwaukee in the form of tax levy. In the 2013 Housing Division budget, \$682,000 is allocated for on-site services for these developments. This is necessary as there are typically funding streams that assist with housing development and rent assistance, but not for supportive services. Permanent Supportive Housing is considered a best practice model because of the services that are attached. These services lead to better outcomes for individuals maintaining their housing unit and dramatically reduce the need for other costly public services such as hospitalizations, incarcerations, emergency room visits and other crisis services.

Permanent supportive housing services are comprehensive and assist individuals with maintaining their individual housing unit and coordinate services with case management. Professional staff will work with the individual's case manager, Certified Peer Support Specialists and the resident to offer recovery-oriented services. Individual

one-on-one activities with residents often include ongoing support, assistance in establishing personal goals, feedback on recovery, development of independent living skills, including cleaning, meal planning and preparation, laundry, budgeting, shopping and bill paying. Certified Peer Support Specialists are a very important part of the service model for permanent supportive housing.

### City of Milwaukee Partnership

Throughout the process of developing supportive housing in Milwaukee County, a meaningful partnership between Milwaukee County and the City of Milwaukee has formed. In October 2007, at the request of Mayor Tom Barrett and then County Executive Scott Walker, the Milwaukee County Board and the Milwaukee Common Council both enacted legislation creating a City/County Commission on Supportive Housing. Its mission is to serve as a community infrastructure with the institutional commitment and the financial resources necessary for providing safe, affordable and accessible housing options with supportive services for persons with mental illness or other special needs. The commission establishes goals and benchmarks to address housing needs for persons with mental illness and other special needs in the community, and monitors progress and holds the community accountable for meeting those goals. The Commission remains active and tracks the progress and challenges of supportive housing.

To make supportive housing projects more feasible, the City of Milwaukee has also made zoning changes such as adjusting density and parking requirements, that in the past made these types of developments much more difficult.

### Future of Supportive Housing

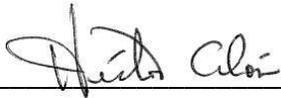
The Housing Division continues to see a significant need for more supportive housing units and increasing the supply of permanent supportive housing is a goal of the Mental Health Redesign Taskforce. Every development that the Division has partnered on has a waiting list. The success of consumers in this model continues to lead to additional referrals and also assists with BHD's goal of consumers moving into a least restrictive setting.

Developers continue to seek funding for projects to meet this demand. Several new projects are seeking Low Income Housing Tax Credits this spring with the hopes of building additional units. The challenge that Milwaukee County faces is the lack of rental assistance to meet the demand for supportive housing. The Housing Division has been successful in allocating project based rental assistance vouchers towards these developments, but HUD places a cap on the number of vouchers that can be project based. Estimates are that the County can project-base approximately 100 vouchers before the cap is reached. Without additional HUD funds or a new local source of funds, the future growth of supportive housing will be limited.

The Division has made efforts to expand supportive housing into all areas of Milwaukee County. This past year, the first two supportive housing developments opened outside the City of Milwaukee, Highland Commons in West Allis and Bradley Crossing in Brown Deer. The Housing Division will continue to reach out to other municipalities in hopes of expanding this model to other jurisdictions.

**Recommendation**

This is an informational report. No action is necessary.



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Héctor Colón, Director  
Department of Health and Human Services

- Cc: County Executive Chris Abele  
Raisa Koltun, County Executive's Office  
Kelly Bablich, Chief of Staff, County Board  
Don Tyler, Director - DAS  
Craig Kammholz, Fiscal & Budget Administrator, DAS  
CJ Pahl, Assistant Fiscal & Budget Administrator, DAS  
Matthew Fortman, DAS Analyst  
Janelle Jensen, Committee Clerk

**COUNTY OF MILWAUKEE**  
**Behavioral Health Division Administration**  
**Inter-Office Communication**

**DATE:** April 29, 2013

**TO:** Supervisor Marina Dimitrijevic, Chairwoman, Milwaukee County Board

**FROM:** Héctor Colón, Director, Department of Health and Human Services  
*Prepared by: Kathleen Eilers, Interim Administrator – Behavioral Health Division*

**SUBJECT:** **Report from the Director, Department of Health and Human Services, requesting authorization to retrospectively establish the effective date of the 2013 Behavioral Health Division professional services contracts with the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals and extend the period covered by the current contracts**

**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 retrospectively establish the effective dates of the 2013 professional services contracts with the Medical College of Wisconsin (MCW) and the Medical College of Wisconsin Affiliated Hospitals (MCWAH) for the Behavioral Health Division (BHD) and extend the period covered by the current contracts.

**Background**

BHD, pursuant to state statutes, is charged with the responsibility of providing medical services critical to the care and treatment of patients at this facility. The Medical College of Wisconsin (MCW) and BHD have had a long-standing agreement granting medical residents credentials and clinical privileges at BHD under the Medical College of Wisconsin Affiliated Hospitals (MCWAH) affiliation agreement. BHD has had affiliation agreements in place with MCWAH since 1980. The current agreement was updated in 2009.

On March 1, 2013, BHD entered into professional services contracts with MCWAH for resident services and MCW for a Residency Director. MCWAH assigns residents/fellows in the Psychiatric Training Program at the Medical College of Wisconsin to provide a variety of services at BHD. The residents and fellows provide medical care in the hospital at BHD, with oversight and direction of attending physicians at BHD.

MCWAH employs the residents and pays each resident's annual stipend, expenses of providing fringe benefits and any other resident-related expenses that are approved by the MCWAH Board. BHD also contracts with MCW for \$59,794 for a Residency Director.

BHD brought both of these contracts forward for approval to the Board in December 2012. Due to technical issues raised by the vendors legal counsel and contracting officer related primarily to insurance, BHD entered into further contract negotiations with the vendors. BHD was unable to execute contracts agreeable to all parties involved, with all required signatures, until March 1, 2013. Based on County policies, BHD is unable to establish a retroactive contract or pay MCW or MCWAH for services rendered in January and February 2013 without Board approval. Therefore, BHD is seeking approval from the Board to fully execute this contract for the entire period of services and extend it through June 30, 2015 (originally the contract approved by the Board in December 2012 ended in on December 31, 2014). The contract extension is being requested so the contracts' terms will coincide with the MCW's school year.

Each of these contracts support functions that are critical to patient care and are necessary to maintain hospital, nursing home and crisis services licensure, services, monitoring and training. Failure to provide a continuous contract for these services may jeopardize any or all of these elements.

### **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 retrospectively establish the effective date of the professional services contracts with the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals to include and start January 1, 2013. It is further recommended that the current contract be extended from December 31, 2014 to be effective through June 30, 2015. It is further recommended that the County Board of Supervisors authorize the Director of the Department of Health and Human Services, or his designee, to pay for services provided by MCWAH or MCW during January and February of 2013.

### **Fiscal Effect**

There is no increase in the contract amounts as a result of this action. Sufficient funds have been approved through the 2013 budget and contract allocation process. A fiscal note form is attached.

Respectfully Submitted,



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Héctor Colón, Director  
Department of Health and Human Services

cc: County Executive Chris Abele  
Raisa Koltun, County Executive's Office  
Kelly Bablitch, County Board  
Don Tyler, Director, DAS  
Josh Fudge, Interim 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, requesting authorization to retrospectively establish the effective date of the 2013 Behavioral Health Division professional services contracts with the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals and extend the period covered by the current contracts to June 15, 2015, by recommending adoption of the following:

**A RESOLUTION**

WHEREAS, per Section 56.30 of the Milwaukee County Code of General Ordinances, the Director of the Department of Health and Human Services (DHHS) has requested authorization to retrospectively extend the 2013 professional services contracts with the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals; and

WHEREAS, the Behavioral Health Division (BHD), pursuant to State Statutes, is charged with the responsibility of providing medical services critical to the care and treatment of patients; and

WHEREAS, the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals have had an agreement since 1980 for residents to provide medical care at BHD; and

WHEREAS, the amounts recommended in these contracts have been approved and are included in BHD's 2013 Budget; and

WHEREAS, In December 2012, the Milwaukee County Board of Supervisors approved resolution 12-954 authorizing BHD to enter into contracts with the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals; now, therefore

BE IT RESOLVED, that the Director, DHHS, or her designee, is hereby authorized to retrospectively establish the effective date of the professional services contracts with the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals to January 1, 2013; and

BE IT FURTHER RESOLVED, that the current contracts termination dates be extended from December 31, 2014 to be effective through June 30, 2015 as follows to align with the Medical College of Wisconsin school year:

<u>Agency and Service</u>	<u>Term</u>	<u>Contract Amount</u>
Medical College of Wisconsin - Residency Director	January 1, 2013 through June 30, 2015	598,000 annually
Medical College of Wisconsin Affiliated Hospitals (MCWAH) - Residency Program	January 1, 2013 through June 30, 2015	59,794 annually

;and

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BE IT FURTHER RESOLVED, that the Milwaukee County Board of Supervisors hereby authorizes the Director, DHHS, or her designee to approve payments to the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals for unpaid services provided prior to the date of this amendment for 2013, with total payments not to exceed the annual contract amount.

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** 4/29/13

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** Report from the Director, Department of Health and Human Services, requesting authorization to retrospectively establish the effective date of the 2013 Behavioral Health Division professional services contracts with the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals and extend the period covered by the current contracts

**FISCAL EFFECT:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact<br><input type="checkbox"/> Existing Staff Time Required<br><input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below)<br><input type="checkbox"/> Absorbed Within Agency's Budget<br><input type="checkbox"/> Not Absorbed Within Agency's Budget<br><input type="checkbox"/> Decrease Operating Expenditures<br><input type="checkbox"/> Increase Operating Revenues<br><input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures<br><input type="checkbox"/> Decrease Capital Expenditures<br><input type="checkbox"/> Increase Capital Revenues<br><input type="checkbox"/> Decrease Capital Revenues<br><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
<b>Operating Budget</b>	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
<b>Capital Improvement Budget</b>	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. <sup>1</sup> 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), per Section 56.30, is requesting authorization to retrospectively establish the effective dates of the 2013 professional services contracts with the Medical College of Wisconsin (MCW) and the Medical College of Wisconsin Affiliated Hospitals (MCWAH) for the Behavioral Health Division (BHD) and extend the period covered by the current contracts.

B. In December 2012, the Milwaukee County Board of Supervisors approved resolution 12-954 authorizing BHD to enter into contracts with the Medical College of Wisconsin and the Medical College of Wisconsin Affiliated Hospitals. The annual contract amounts for the contracts do not change as a result of this action.

C. There is no tax levy impact associated with approval of this request. The original contract amounts are included in the 2013 BUD budget.

D. No assumptions are made.

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

Authorized Signature 

Did DAS-Fiscal Staff Review?  Yes  No  
Did CDPB Staff Review?  Yes  No  Not Required

<sup>1</sup> 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  
Behavioral Health Division Administration  
INTER-OFFICE COMMUNICATION

**DATE:** April 29, 2013

**TO:** Peggy Romo West, Chairwoman, Committee on Health and Human Needs

**FROM:** Héctor Colón, Director, Department of Health and Human Services  
*Prepared by Kathie Eilers, Interim Administrator, Behavioral Health Division, on behalf of the Mental Health Redesign and Implementation Task Force*

**SUBJECT:** **From the Director, Department of Health and Human Services, submitting an informational report on the current activities of the Mental Health Redesign and Implementation Task Force**

**Issue**

In April 2011, the County Board of Supervisors passed a resolution (File No. 11-173) supporting efforts to redesign the Milwaukee County mental health system and creating a Mental Health Redesign and Implementation Task Force (Redesign Task Force) to provide the Board with data-driven implementation and planning initiatives based on the recommendations of various public and private entities.

The Chairwoman of the Committee on Health and Human Needs Committee requested monthly informational reporting on the activities of the Redesign Task Force.

**Background**

The Redesign Task Force first convened in 2011, establishing a charter and delegating five Action Teams to prioritize recommendations for system enhancements within the key areas of Person-Centered Care, Continuum of Care, Community Linkages, Workforce, and Quality. The co-chairs of the Action Teams initially presented their prioritized recommendations to the Committee on Health and Human Needs in January 2012 and at a public summit in February 2012, where consultants from the Human Service Research Institute (HSRI) provided feedback and guidance. The Redesign Task Force, its Executive Committee, and DHHS and BHD leadership resolved in March 2012 to seek technical assistance for the process of implementing the affirmed recommendations. DHHS entered into a professional services contract in September 2012 with ZiaPartners, Inc., and three subcontractors.

In December 2012, the DHHS Director and BHD Administrator presented an informational report to the Committee on Health and Human Needs on the progress and activities of the Redesign Task Force, including a framework for planning, tracking, and recording progress on all redesign implementation activities, including those already accomplished or underway. The implementation activities were thereafter framed within SMART Goals – Specific, Measurable, Attainable, Realistic, and Timebound – to promote greater accountability and clearer reporting. In March 2013, the County Board of Supervisors passed a resolution (File No. 13-266) authorizing the DHHS Director to implement the initiatives outlined in the SMART Goals in collaboration with the Redesign Task Force and community stakeholders.

**Discussion**

The Redesign Task Force convened its monthly meeting on April 3 at the Milwaukee County Mental Health Complex. DHHS Director Héctor Colón announced that Susan Gadacz (Director, BHD Community Services Branch) will co-chair the Redesign Task Force following the retirement of BHD Administrator Paula Lucey. Interim BHD Administrator Kathie Eilers will serve on the Task Force.

The Action Teams (AT) and staff partners have begun their more focused work on the Tactical Objectives of the SMART Goals that were approved by the Task Force and the County Board in March.

Addressing Goal 1, the Person-Centered Care AT convened a focus group on April 17 to review the tools used to gauge the satisfaction of individuals participating in services at BHD, including MHSIP surveys and interviews by Vital Voices. On Goal 2, the AT is delegating a workgroup to develop the curriculum for public education events in each Supervisory District, including personal stories, facts about mental illness, available resources in the community, and information on the redesign initiatives. The AT also aims to make connections in each District to draw volunteer support and local resources to the events.

On Goal 3, the Workforce AT reports that the Nursing's Voice partners – through the Public Policy Forum and Wisconsin Center for Nursing – completed a survey of Milwaukee County mental health nurse employers and another of nurses who serve people experiencing mental illness. Through a collaboration of Marquette and UW-Milwaukee Jonas Scholars and the Public Policy Forum, a survey of nursing students on attitudes and interests in mental health will be completed by June 2013. There have also been focus groups with mental health service participants in cooperation with Grand Avenue Club and Our Space, among others. The Workforce AT will serve as a funnel for all of this information to inform the redesign implementation process.

On Goal 5, there was an organizational meeting in March to set the course for the Resource Strategy Team, involving partners from BHD, Milwaukee Health Care Partnership, Aurora Behavioral Health, Faye McBeath Foundation, and the Public Policy Forum. The scope of work was updated to direct the Team's focus primarily on mapping the existing funding model used for all mental health services provided by BHD. The fiscal knowledge of Milwaukee County staff will be fundamental to achieving the goal, so progress is contingent upon staff availability and supervisor approvals for the necessary time. There was also agreement that special expertise in financial modeling will be needed and that the work would require four to six months at minimum. A goal of identifying funding models used to support community-focused mental health redesign is a lower priority at present. Potential roles and opportunities for private funding in mental health services are being addressed by a project funded by the Faye McBeath Foundation and conducted by the Donors Forum of Wisconsin. A report on that work is expected in late May.

The Quality AT has delegated assignments under Goal 6 to three workgroups focused on (1) creating a system map, (2) developing a community data dashboard, and (3) compiling personal and family stories to complement quantitative data. The system map workgroup is working with IMPACT 2-1-1 to use information on relevant services from that organization's database.

The Continuum of Care AT met in late March with Amy Lorenz (Director of Crisis Services, BHD) to discuss how the Community Outreach Partnership for Empowerment (COPE) group can support implementation of Goal 8, noting the potential for significant progress toward the Performance Target to increase the number of individuals at PCS who have person-centered crisis plans. A meeting is scheduled for April 23 to focus on Goal 9 (improve the flexible availability and continuity of community-based recovery supports). The Team's co-chairs are working with Jena Scherer (Director of Social Work, BHD) on Goal 11 and delegating relevant tasks to a workgroup on benefits advocacy.

Addressing Goals 11 and 12, the Community Linkages AT hosted an employment-focused meeting on March 8, featuring a presentation by the Social Security Administration on work incentives for SSDI recipients. The Team is also working to develop an employment directory for service providers and participants. On Goal 14, Team representatives have attended recent meetings of the Milwaukee County Community Justice Council, which is analyzing data on a subset of individuals with very high utilization rates between the mental health and criminal justice systems.

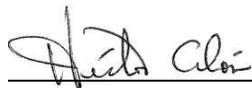
Following up on an initial training in January on the IPS Supported Employment model (Goal 12), the BHD Community Services Branch sponsored an additional training on April 16 featuring David Lynde, an expert on the IPS model. The training welcomed local agencies with a desire to implement the IPS within their service array. BHD has contracted with Mr. Lynde to offer both consultation and technical assistance to agencies that are prepared to begin implementation of IPS.

Representatives of the Families Moving Forward coalition presented to the Task Force and ATs on the topic of cultural intelligence and the observed need to add a greater focus to cultural issues in the SMART Goals. The coalition is developing a distinct SMART Goal on cultural intelligence – as well as language to supplement the existing goals – for consideration by the Task Force on May 8.

Staff has developed a website with resources and updates related to redesign activities, including a meeting schedule for the Redesign Task Force and Action Teams. Anyone interested in the ongoing redesign efforts should go to <http://county.milwaukee.gov/mhredesign.htm>. Interested parties may also contact David Johnson for more information (414-257-5255 or [david.johnson@milwcnty.com](mailto:david.johnson@milwcnty.com)).

**Recommendation**

This is an informational report. No action is necessary.



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Héctor Colón, Director  
Department of Health and Human Services

cc: County Executive Chris Abele  
Raisa Koltun, County Executive's Office  
Kelly Bablich, Chief of Staff, County Board  
Don Tyler, Director, DAS  
Josh Fudge, Interim Fiscal & Budget Administrator, DAS  
CJ Pahl, Assistant Fiscal & Budget Administrator, DAS  
Matthew Fortman, Fiscal & Budget Analyst, DAS  
Jennifer Collins, County Board Analyst

**COUNTY OF MILWAUKEE**  
**Department of Health and Human Services**

INTER-OFFICE COMMUNICATION

**DATE:** April 29, 2013

**TO:** Supervisor Peggy Romo West, Chairperson, Health and Human Needs Committee

**FROM:** Hector Colon, Director, Department of Health and Human Services  
*Prepared by Kathie Eilers ,Interim Administrator, Behavioral Health Division*

**SUBJECT: An Informational Report from the Director, Department of Health and Human Services, presenting a status update on the 2012 plan of correction for the Behavioral Health Division**

**Issue**

Per the request of the Health and Human Needs Committee Chairperson, in response to an article in the Milwaukee Journal Sentinel on April 6, 2013 titled "Milwaukee Mental Health Complex faces more state scrutiny," the Director, Department of Health and Human Services (BHD) and the Interim Administrator, Behavioral Health Division (BHD) are submitting a status report regarding the 2012 plan of correction.

**Discussion**

Below is a detailed timeline and description of the events related to the 2012 plan of correction:

- On October 18, 2012, the Centers for Medicare and Medicaid Services (CMS) informed Milwaukee County that they were terminating the psychiatric hospital's participation in the Medicare program due to noncompliance with the federal Condition of Participation of Nursing Services. CMS identified the deficiencies generated from the October 12, 2012 complaint to be so serious that it constituted an Immediate Jeopardy (IJ) to patient health and safety.
- Per a letter from CMS, "An acceptable plan of correction was received (from the psychiatric hospital) on October 26, 2012." The Wisconsin Department of Health Services (DHS), Division of Quality Assurance (DQA) completed a revisit of the psychiatric hospital on November 1, 2012. CMS indicated that, "The (state) revisit found that the deficiencies which led to our (federal) termination action have been corrected. Therefore, the termination action, which was to be effective November 04, 2012, is rescinded."
- On November 13, 2012 the Wisconsin Bureau of Health Services Division of Quality Assurance also approved the plan of correction for state level of deficiencies related to the October 12,

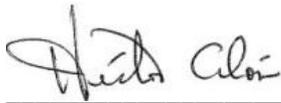
2012 complaint survey. DQA noted that they may conduct an unannounced visit to verify that the psychiatric hospital corrected these deficiencies.

- On December 13, 2012, the psychiatric hospital received a letter dated December 11, 2012 from DQA that stated, "Due to the seriousness of deficiencies and concern for patient safety DHS has determined that it is necessary to conduct brief unannounced state monitoring visits for the foreseeable future."
- Since that time, the psychiatric hospital has cooperated with all DHS state monitoring visits which include the following nine unannounced visits: December 13, 2012, January 11, 2013, January 17, 2013, January 24, 2013, February 07, 2013, February 22, 2013, March 07, 2013, March 21, 2013 and April 05, 2013. Another monitoring visit is expected the week of April 15, 2013. As a result of all of these visits, no additional or continued concerns or complaint reviews have been identified.

It is the Behavioral Health Division's understanding that the state final verification for state deficiencies has not concluded. The Behavioral Health Division continues to cooperate with all state monitoring visits as to ensure compliance with all conditions of participation.

**Recommendation**

This is an informational report. No action is necessary.



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Héctor Colón, Director  
Department of Health and Human Services

Cc: County Executive Chris Abele  
Raisa Koltun, County Executive's Office  
Kelly Bablich, Chief of Staff, County Board  
Don Tyler, Director, DAS  
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