

Chairperson: Duncan Shrout
Vice-Chairman: Thomas Lutzow
Secretary: Dr. Robert Chayer
Senior Executive Assistant: Jodi Mapp, 257-5202

MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, April 27, 2017 - 8:00 A.M.

Zoofari Conference Center
9715 West Bluemound Road

MINUTES

PRESENT: Robert Chayer, Michael Davis, Rachel Forman, *Walter Lanier, Jon Lehrmann,
*Mary Neubauer, Maria Perez, Duncan Shrout, and Brenda Wesley

EXCUSED: Ronald Diamond, Thomas Lutzow, and Jeffrey Miller

*Board Members Walter Lanier and Mary Neubauer were not present at the time the roll was called but joined the meeting shortly thereafter.

SCHEDULED ITEMS:

NOTE: All Informational Items are Informational Only Unless Otherwise Directed by the Board.

1. **Welcome.**

Chairman Shrout opened the meeting by greeting Board Members and the audience.

2. **Approval of the Minutes from the March 23, 2017, Milwaukee County Mental Health Board Meeting.**

MOTION BY: (Davis) Approve the Minutes from the March 23, 2017, Milwaukee County Mental Health Board Meeting. 6-0

MOTION 2ND BY: (Perez)

AYES: Chayer, Davis, Forman, Perez, Shrout, and Wesley - 6

NOES: 0

ABSTENTIONS: 0

EXCUSED: Lanier and Neubauer - 2

3. **Administrative Update.**

Michael Lappen, Administrator, Behavioral Health Division (BHD)

Mr. Lappen highlighted key activities and issues related to BHD operations. He provided updates on the May 4, 2017, community conversation hosted by the Zeidler Center; State

SCHEDULED ITEMS (CONTINUED):

	<p>Legislative Audit Bureau recommendations; BHD's collaborations on the MacArthur Safety and Justice Challenge Pilot project and the Housing First Initiative; the Northside Facility's timeline and project transition from Patina Solutions to BHD staff; and Cambio Solution's Professional Services Contract and scope of work.</p> <p>Questions and comments ensued.</p>
4.	<p>2017 Behavioral Health Division Business Plan.</p> <p>Michael Lappen, Administrator, Behavioral Health Division (BHD)</p> <p>Mr. Lappen explained BHD's Business Plan is part of the Department of Health and Human Services' department-wide strategic plan. Initiatives and related goals to be achieved in 2017 include establishing an integrated community facility, outsourcing of acute services, workforce development and diversity expansion, crisis case management billing re-structure, Comprehensive Community Services expansion, completion of the Legislative Audit Bureau recommendations, implementation of performance-based contracting, and sustaining the reduction of seclusion and restraint usage.</p> <p>Questions and comments ensued.</p> <p>Board Members discussed the prospect of implementing a strategic plan for the Board.</p>
5.	<p>Funding the Go Pass.</p> <p>Board Member Neubauer discussed the challenges individuals face due to the elimination of funding for the Go Pass as of May 1, 2017. The populations effected by this change were identified. This item has been flagged for consideration in the 2018 Budget. Until then, there will be a gap in the service the Go Pass provides, which is non-emergency transportation. Board Member Neubauer proposed funds be extracted from the 2017 Operating Budget to cover the costs from May 1, 2017, through December 31, 2017.</p> <p>Chairman ShROUT directed Mr. Lappen to look into this matter and report back to the Board during the June meeting cycle.</p>
6.	<p>Mental Health Board Research Analyst for 2017.</p> <p>Board Member Neubauer conveyed the need for a full-time staff person to provide support to Board Members for research and a variety of other duties. The position is included in the 2018 Budget, however, Board Member Neubauer explained the immediate need for this position. Proposed responsibilities were reviewed, and Board Member Neubauer indicated the authority to hire and terminate this individual would be vested solely with the Board.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>Chairman ShROUT stated that he would be willing to work with Board Members Neubauer and Lanier to prepare this as an action item to be placed on the agenda for the June meeting cycle.</p>
7.	<p>Community Access to Recovery Services (CARS) Prevention and Access Presentation.</p> <p>Jennifer Wittwer, Operations Coordinator, CARS, Behavioral Health Division (BHD) Nzinga Khalid, Prevention Coordinator, CARS, BHD Justin Heller, Program Evaluator, CARS, BHD James Feagles, Integrated Services Coordinator, CARS, BHD</p> <p>Ms. Wittwer explained CARS is the BHD entity that manages the public-sector, community-based mental health and substance abuse system for adults in Milwaukee County and has four focus areas, including prevention, access to services, treatment and rehabilitation, and recovery. Due to time constraints, prevention and access to services will be presented, and treatment and rehabilitation and recovery will be presented at the June meeting.</p> <p>Ms. Khalid reviewed the yearly amount spent on prevention activities, number of providers that make up the prevention network, number of individuals served, and described the various programs involved.</p> <p>Mr. Heller continued the presentation with access to services detailing who receives them, who provides them, a list of services, and the cost of these services.</p> <p>Mr. Feagles provided an overview of community relationships.</p>
8.	<p>Netsmart Avatar Electronic Health Records (EHR) Update Presentation.</p> <p>Laurie Panella, Chief Information Officer, Information Management Services Division, Department of Administrative Services Cathleen Panowicz, Netsmart</p> <p>Ms. Panella provided background information surrounding the implementation of the EHR system. In the very beginning stages of implementation, it was discovered that many of the Avatar tools included were not being utilized leading to missed efficiencies. In addition, the lack of clinical input led to poor usability.</p> <p>After performing market research, Avatar was identified as the best option in the mental health electronic record market.</p> <p>Ms. Panella reviewed the next steps in this process and stated overall completion of the project is targeted for mid to late 2018.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>The Board took a break after Item 8 at 10:07 a.m. and reconvened at approximately 10:20 a.m. The roll was taken, and all Board Members were present, except for Board Member Lanier, who joined the meeting shortly thereafter.</p>
9.	<p>Mental Health Board Finance Committee Update and Contract Approval Recommendations.</p> <p>Randy Oleszak, Chief Financial Officer, Behavioral Health Division</p> <ul style="list-style-type: none">• Professional Services Contracts<ul style="list-style-type: none">➢ 2016 Professional Services Contract Amendment➢ 2017 Professional Services Contracts• 2017 Purchase-of-Service Contracts• 2017 Fee-for-Service Agreements <p>Professional Services Contracts focus on facility-based programming, supports functions that are critical to patient care and are necessary to maintain hospital and crisis services licensure. Background information was provided on services the contracted agencies provide, which include consultation, residency and fellowship stipends, and Information Technology (IT).</p> <p>Purchase-of-Service Contracts and Fee-for-Service Agreements for the Provision of Adult and Child Mental Health Services and Substance Use Disorder Services were also reviewed. An overview was provided detailing the various program contracts and agreements.</p> <p>At the March 31, 2017, Finance Committee meeting, Committee Member Lehrmann abstained from recommending Medical College of Wisconsin contracts for approval.</p> <p>Remaining Committee Members agreed to recommend approval of Medical College of Wisconsin contracts to the full Board.</p> <p>The Finance Committee, as a whole, unanimously agreed to recommend approval of the balance of contracts contained in this Item to the full Board.</p> <p>MOTION BY: (Lanier) Approve the Medical College of Wisconsin – Affiliated Hospitals’ 2017 Professional Services Contract. 7-0-1</p> <p>MOTION 2ND BY: (Perez)</p> <p>AYES: Davis, Forman, Lanier, Neubauer, Perez, Shrout, and Wesley - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: Chayer – 1</p> <p>EXCUSED: 0</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: (Lanier) Approve the Balance of Professional Services and Purchase-of-Service Contracts and Fee-for-Service Agreements as Delineated in the Corresponding Report. 8-0</p> <p>MOTION 2ND BY: (Perez)</p> <p>AYES: Chayer, Davis, Forman, Lanier, Neubauer, Perez, Shrout, and Wesley - 8</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
10.	<p>Procurement Methodology and Spending Approvals Policy. (02/23/17: Laid over pending recommended revisions to the policy.)</p> <p>Randy Oleszak, Chief Financial Officer, Behavioral Health Division</p> <p>Mr. Oleszak explained the delay in bringing this item back before the Board. He stated a workgroup has been formed in conjunction with the Comptroller's Office, who is a very significant stakeholder in this process as it relates to contracts. Through this collaboration, a more robust policy will be developed.</p> <p>MOTION BY: (Davis) Lay this Item Over to the Call of the Chair. 7-0</p> <p>MOTION 2ND BY: (Forman)</p> <p>AYES: Chayer, Davis, Forman, Lanier, Neubauer, Shrout, and Wesley - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: Perez - 1</p>
11.	<p>Mental Health Board Quality Committee Update and Environment of Care 2016 Annual Report and 2017 Goals Recommendation.</p> <p>Lynn Gram, Safety Officer, Behavioral Health Division</p> <p>Board Member Neubauer, Chairwoman of the Quality Committee, reviewed topics addressed at the Quality Committee's quarterly meeting. She discussed the analysis of the key performance indicators, system of care enrollment, contract performance measures, Community Access to Recovery Services' (CARS) quarterly report, the client experience workgroup, the compliments, complaints, and grievances process, seclusion and restraint progress, Wraparound performance-based measures, and the hospital transfer waitlist.</p> <p>Ms. Gram explained plans for managing environmental risk, which include safety, security, clinical and non-clinical equipment, handling of hazardous materials, fire prevention, and utility systems, which all together, make up the Behavioral Health Division Environment of Care Program.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: (Neubauer) Approve the Environment of Care 2016 Annual Report and 2017 Goals and Plans Recommendation. 7-0</p> <p>MOTION 2ND BY: (Lanier)</p> <p>AYES: Chayer, Davis, Forman, Lanier, Neubauer, Shrout, and Wesley - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: Perez – 1</p>
<p><i>Pursuant to Wisconsin Statutes Section 19.85(1)(e), the Board may adjourn into Closed Session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session as it relates to the following matter(s):</i></p>	
<p>12.</p>	<p>Local Public/Private Partnership and National Entity Partnership Joint Task Force Update.</p> <p>MOTION BY: (Chayer) Adjourn into Closed Session under the provisions of Wisconsin Statutes Section 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session as it relates to Item 12. At the conclusion of the Closed Session, the Board may reconvene in open session to take whatever action(s) it may deem necessary on the aforesaid item. 8-0</p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Chayer, Davis, Forman, Lanier, Neubauer, Perez, Shrout, and Wesley - 8</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p> <p>The Board convened into Closed Session at 11:09 a.m. to discuss Item 12 and reconvened back into Open Session at approximately 11:45 a.m. The roll was taken, and all Board Members, except for Lehrmann and Perez, were present.</p>

SCHEDULED ITEMS (CONTINUED):

13. Medical Executive Report and Credentialing and Privileging Recommendations.

Dr. Clarence Chou, President, Medical Staff Organization, Behavioral Health Division

MOTION BY: *(Chayer) Adjourn into Closed Session under the provisions of Wisconsin Statutes Section 19.85(1)(c) for the purpose of considering employment or performance evaluation data for public employees over which the Board has jurisdiction and exercises responsibility. Some or all of the information discussed may also be subject to confidentiality under Section 146.38, Stats. as it relates to Item #13. At the conclusion of the Closed Session, the Board may reconvene in Open Session to take whatever action(s) it may deem necessary on the aforesaid item. 8-0*

MOTION 2ND BY: *(Neubauer)*

AYES: Chayer, Davis, Forman, Lanier, Neubauer, Perez, Shrout, and Wesley - 8

NOES: 0

ABSTENTIONS: 0

EXCUSED: 0

The Board convened into Closed Session at 11:09 a.m. and reconvened back into Open Session at approximately 11:45 a.m. The roll was taken, and all Board Members, except for Lehrmann and Perez, were present.

MOTION BY: *(Forman) Approve Robert Perzacki's Medical Executive Committee Credentialing and Privileging Appointment Recommendation. 6-0-1*

MOTION 2ND BY: *(Lanier)*

AYES: Davis, Forman, Lanier, Neubauer Shrout, and Wesley - 6

NOES: 0

ABSTENTIONS: Chayer - 1

EXCUSED: Perez - 1

MOTION BY: *(Chayer) Approve the Balance of the Medical Staff Credentialing Report and Medical Executive Committee Recommendations. 7-0*

MOTION 2ND BY: *(Neubauer)*

AYES: Chayer, Davis, Forman, Lanier, Neubauer, Shrout, and Wesley - 7

NOES: 0

ABSTENTIONS: 0

EXCUSED: Perez - 1

SCHEDULED ITEMS (CONTINUED):

14. **Employee Agreement.**

Dr. John Schneider, Chief Medical Officer, Behavioral Health Division

The corresponding employment agreement is for medical staff stipulating total compensation.

MOTION BY: (Neubauer) Approve the Employment Agreement as Delineated in the Corresponding Report. 7-0

MOTION 2ND BY: (Davis)

AYES: Chayer, Davis, Forman, Lanier, Neubauer, Shrout, and Wesley - 7

NOES: 0

ABSTENTIONS: 0

EXCUSED: Perez – 1

ADDENDUM ITEMS

15. **Jefferson Crest, LLC, Fee-for-Service Agreement for Residential Services.**

Randy Oleszak, Chief Financial Officer, Behavioral Health Division (BHD)
Michael Lappen, Administrator, BHD

Mr. Oleszak informed the Board the Jefferson Crest Fee-for-Service Agreement was not presented at the Finance Committee meeting in March. It has been brought directly to the Board due to timing. This is an existing provider whose contract, with this approval, will exceed the reporting threshold. The process has just been completed to move a client from the adult unit into a community setting, which is why this approval could not wait for the next Finance/Board meeting cycle.

Mr. Lappen explained the challenges faced when a circumstance such as this arises between meeting cycles.

MOTION BY: (Forman) Approve the Jefferson Crest, LLC, Fee-for-Service Agreement. 7-0

MOTION 2ND BY: (Wesley)

AYES: Chayer, Davis, Forman, Lanier, Neubauer, Shrout, and Wesley - 7

NOES: 0

ABSTENTIONS: 0

EXCUSED: Perez - 1

SCHEDULED ITEMS (CONTINUED):

16.	Development of Integrated System and Practice Model. Hector Colon, Director, Department of Health and Human Services Mr. Colon stated the Department has a vision to develop an integrated system and practice model. Leaders from all across the Department have been involved with creating and moving this vision forward. Individuals entering the system generally have multiple needs that span multiple divisions within the Department. This model will help to identify, access, and enroll participants and their families in all programs and services available in a coordinated manner.
17.	Adjournment. Chairman Shrout ordered the meeting adjourned.
<p>This meeting was recorded. The aforementioned agenda items were not necessarily considered in agenda order. The official copy of these minutes and subject reports, along with the audio recording of this meeting, is available on the Milwaukee County Behavioral Health Division/Mental Health Board web page.</p> <p>Length of meeting: 8:05 a.m. to 12:13 p.m.</p> <p>Adjourned,</p> <p>Jodi Mapp Senior Executive Assistant Milwaukee County Mental Health Board</p>	
<p style="text-align: center;">The next meeting for the Milwaukee County Mental Health Board will be on Thursday, June 22, 2017, @ 8:00 a.m. at the Zoofari Conference Center 9715 West Bluemound Road</p>	

The April 27, 2017, meeting minutes of the Milwaukee County Mental Health Board are hereby submitted for approval at the next scheduled meeting of the Milwaukee County Mental Health Board.

Dr. Robert Chayer, Secretary
Milwaukee County Mental Health Board

Milwaukee County Mental Health Board
April 27, 2017