

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

MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, August 24, 2017 - 8:00 A.M.
Milwaukee County Mental Health Complex
9455 Watertown Plank Road
Conference Room 1045

MINUTES

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

*Board Members Robert Chayer and Maria Perez 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. He explained the Board would be taking agenda items out of order by going into Closed Session after Item 1 to discuss Items 3 and 4.

2. **Approval of the Minutes from the June 22, 2017, and July 6, 2017, Milwaukee County Mental Health Board Meetings.**

MOTION BY: (Chayer) *Approve the Minutes from the June 22, 2017, Milwaukee County Mental Health Board Meeting. 7-0*

MOTION 2ND BY: (Forman)

AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley – 7

NOES: 0

ABSTENTIONS: 0

EXCUSED: 0

Board Member Chayer requested the July 6, 2017, meeting minutes be corrected to reflect the meeting's end time as a.m. and not p.m.

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: (Neubauer) Approve the Minutes AS CORRECTED from the July 6, 2017, Milwaukee County Mental Health Board Meeting. 7-0</p> <p>MOTION 2ND BY: (Perez)</p> <p>AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley – 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</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>	
3.	<p>Local Public/Private Partnership and National Entity Partnership Joint Task Force Update.</p> <p>MOTION BY: (Neubauer) 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 3. 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. 6-0</p> <p>MOTION 2ND BY: (Davis)</p> <p>AYES: Chayer, Davis, Forman, Neubauer, Shrout, and Wesley - 6</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: Perez - 1</p> <p>The Board convened into Closed Session at 8:09 a.m. to discuss Item 3 and reconvened back into Open Session at approximately 9:05 a.m. The roll was taken, and all Board Members were present.</p> <p>Chairman Shrout provided an update on the Joint Task Force's August 15, 2017, meeting, which resulted in a motion that was unanimously approved and was read as follows: "In Recognition of the Unique Expertise of the Behavioral Health Division's Staff in Behavioral Health, the Behavioral Health Division is Directed to Study the Feasibility of Maintaining Operational Control and Responsibility for Emergency and Intensive Inpatient Treatment Services."</p>

SCHEDULED ITEMS (CONTINUED):

Pursuant to 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 they relate to the following matter(s):

4. Medical Executive Report and Credentialing and Privileging Recommendations.

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

MOTION BY: *(Neubauer) 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 4. 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. 6-0*

MOTION 2ND BY: *(Davis)*

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

NOES: 0

ABSTENTIONS: 0

EXCUSED: Perez - 1

The Board convened into Closed Session at 8:09 a.m. to discuss Item 4 and reconvened back into Open Session at approximately 9:05 a.m. The roll was taken, and all Board Members were present.

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

MOTION 2ND BY: *(Neubauer)*

AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley – 7

NOES: 0

ABSTENTIONS: 0

EXCUSED: 0

5. Employment Agreements.

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

The corresponding employment agreements are for medical staff stipulating total compensation.

SCHEDULED ITEMS (CONTINUED):

	<p>The Finance Committee unanimously agreed to recommend approval of the physician Employment Agreements to the Board.</p> <p>MOTION BY: (Neubauer) Approve the Physician Employment Agreements as Delineated in the Corresponding Report. 7-0</p> <p>MOTION 2ND BY: (Davis)</p> <p>AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley – 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
6.	<p>Mental Health Board Strategic Plan Development and Setting Priorities for the Coming Year.</p> <p>Michael Lappen, Administrator, Behavioral Health Division</p> <p>Chairman Shrout stated a workgroup was formed to begin discussions related to the development and implementation of a strategic plan that would be a tool to help guide the Board's operation and governance, prioritize goals, and outline future activities. The lack thereof has been raised on numerous occasions by Board Members.</p> <p>Mr. Lappen was provided names of individuals by the workgroup and was asked to explore the possibility of receiving assistance with creating a strategic plan. Mr. Lappen indicated he reached out to the contacts, which most were hesitant to commit due to the timeline and imminence of the project. However, one solid proposal was received. The scope of work for that proposal includes all Board Members being interviewed and holding sessions with the Board for input.</p>
7.	<p>Mental Health Board Finance Committee Update.</p> <p>Randy Oleszak, Chief Financial Officer, Behavioral Health Division (BHD)</p> <p>Board Member Davis explained BHD has been working with the Benefit Services Group (BSG) for approximately eight months to conduct a study on the financial impact of Milwaukee County subsidizing Affordable Care Act (ACA) premiums to reduce the level of uninsured clients utilizing inpatient services compared to the write-off. BSG provided a complete project overview at the Finance Committee meeting detailing special issues needing consideration, assumptions, and presented several savings scenarios.</p> <p>Mr. Oleszak presented an overview of the Second Quarter June 2017 Fiscal Report detailing combined reporting and inpatient hospital annual projections. Items highlighted for 2017 that have the most financial importance include 2017 Budget initiatives, adult inpatient payer mix, staffing vacancies, lower Wraparound enrollment, census trends, Wisconsin Medicaid Cost Reporting (WIMCR) revenue, and Comprehensive Community Services (CCS) growth.</p>

SCHEDULED ITEMS (CONTINUED):

	Questions and comments ensued.
8.	<p>The Behavioral Health Division's Nursing Recruitment Campaign and Preliminary Results.</p> <p>Kimberly Kane, Kane Communications Sarah Fracek, Kane Communications Katy Glodosky, Kane Communications</p> <p>Kane Communications, through their presentation, demonstrated the impact of the recruitment campaign, the work they've done with the Behavioral Health Division (BHD) over the past eight months, and how a research-oriented approach affects outcomes. Kane Communications has been working with BHD since 2015 taking a comprehensive look at how to help raise awareness around BHD, the great work being done, and the importance of greater collaboration with the community and partners. This helps to improve employee morale, recruitment and retention, and develop a sense of pride for staff and the community.</p> <p>An overview of the work done in the past year by Kane Communications was presented and includes developing a brand and website, awareness campaigns, external communications, and employee recruitment.</p> <p>The employee recruitment campaign proved to be extremely successful. It provided an opportunity to address misconceptions surrounding BHD and the nursing shortage, which were found to be directly correlated. It was important to increase awareness that BHD was open for business and hiring. Campaign results were discussed in detail. The goal is to reignite the campaign as interest in employment with BHD has waned since the campaign's end.</p> <p>Questions and comments ensued.</p>
9.	<p>Mental Health Board Finance Committee Professional Services Contracts Approval Recommendations.</p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</p> <ul style="list-style-type: none">• Vistelar, LLC• UW-Milwaukee Temporary Assistance for Needy Families (TANF) Grant• Locum Tenens, LLC• Clean Power• Kane Communications Group• Clinical Path Consulting• UW-Milwaukee Substance Abuse and Mental Health Services Administration (SAMHSA) Grant

SCHEDULED ITEMS (CONTINUED):

	<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. Mr. Buesing provided background information on services the contracted agencies provide, which include training, evaluation, psychiatrist staffing, cleaning, recruitment, and electronic medical record optimization services.</p> <p>The Finance Committee unanimously agreed to recommend approval of the Professional Services Contracts delineated in the corresponding report to the full Board.</p> <p>MOTION BY: (Davis) Approve the Professional Services Contracts as Delineated in the Corresponding Report. 7-0</p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
10.	<p>Mental Health Board Finance Committee Purchase-of-Service Contracts Approval Recommendations.</p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</p> <p>A REVISED Purchase-of-Service Contracts report for the Provision of Adult and Child Mental Health Services and Substance Use Disorder Services was distributed and reviewed. Mr. Buesing provided an overview detailing the various program contracts.</p> <p>The Finance Committee unanimously agreed to recommend approval of the Purchase-of-Service Contracts delineated in the corresponding report contingent upon submission of a revised report to the full Board.</p> <p>MOTION BY: (Davis) Approve the Grand Avenue Club Purchase-of-Service Contract. 5-0-2</p> <p>MOTION 2ND BY: (Chayer)</p> <p>AYES: Chayer, Davis, Perez, Shrout, and Wesley - 5</p> <p>NOES: 0</p> <p>ABSTENTIONS: Forman and Neubauer – 2</p> <p>EXCUSED: 0</p> <p>MOTION BY: (Davis) Approve the National Alliance on Mental Illness Purchase-of-Service Contract. 5-0-2</p> <p>MOTION 2ND BY: (Perez)</p> <p>AYES: Chayer, Davis, Forman, Perez, and Shrout - 5</p> <p>NOES: 0</p> <p>ABSTENTIONS: Neubauer and Wesley – 2</p> <p>EXCUSED: 0</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: (Perez) Approve the Community Advocates, Mental Health America of Wisconsin, and Vital Voices for Mental Health Purchase-of-Service Contracts. 6-0-1</p> <p>MOTION 2ND BY: (Wesley)</p> <p>AYES: Chayer, Davis, Forman, Perez, Shrout and Wesley - 6</p> <p>NOES: 0</p> <p>ABSTENTIONS: Neubauer – 1</p> <p>EXCUSED: 0</p> <p>MOTION BY: (Forman) Approve the Balance of Purchase-of-Service Contracts as Delineated in the Corresponding REVISED Report. 7-0</p> <p>MOTION 2ND BY: (Chayer)</p> <p>AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
11.	<p>Mental Health Board Finance Committee Fee-for-Service Agreements Approval Recommendations.</p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</p> <p>A REVISED Fee-for-Service Agreements report for the Provision of Adult and Child Mental Health Services and Substance Use Disorder Services was distributed and reviewed. Mr. Buesing provided an overview detailing the various program agreements, which provide a broad range of rehabilitation and support services to adults with mental Health and/or substance use disorders and children with serious emotional disturbances.</p> <p>The Finance Committee unanimously agreed to recommend approval of the Fee-for-Service Agreements delineated in the corresponding report contingent upon submission of a revised report to the full Board.</p> <p>MOTION BY: (Perez) Approve the Fee-for-Service Agreements as Delineated in the REVISED Corresponding Report. 7-0</p> <p>MOTION 2ND BY: (Davis)</p> <p>AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>

SCHEDULED ITEMS (CONTINUED):

12.	<p>Procurement, Methodology, and Spending Approvals Policy.</p> <p>Dennis Buesing, Department of Health and Human Services</p> <p>Background information was provided on the development of this Procurement Policy. It was originally brought before the Finance Committee and the full Board at the October 2016 meeting cycle. Clarification was provided related to the differences between sole and single source contracting and the differences between the bidding and Request-for-Proposals process. General and financial considerations were explained, as well as how oversight would be conducted, which included who has what spending authority and the County's approval requirements. At the October 2016 meetings, the policy was approved in report format with the contingency it be brought back before the Board in the form of a policy.</p> <p>The policy was brought back before the Finance Committee and the full Board at the February 2017 meeting cycle. There were numerous discussions and concerns raised regarding the Competitive Sourcing section of the policy as it related to what will be reviewed by the Board. Recommendations were made for the inclusion of additional requirements under this section to align the policy with Act 203, in addition to capturing fee-for-service agreement language for fluidity purposes. Both the Finance Committee and the full Board agreed to lay the policy over pending revisions.</p> <p>A workgroup, made up of staff from the Comptroller's Office, Contract Administration, and the Department of Administration's Procurement Division, was established and worked in a collaborative effort to review and revise the policy as previously directed by the Board. It puts proper structure, controls, and oversight in place over the procurement process.</p> <p>The Finance Committee unanimously agreed to recommend approval of the Procurement Policy to the full Board.</p> <p>MOTION BY: (Davis) Approve the Procurement, Methodology, and Spending Approvals Policy. 7-0</p> <p>MOTION 2ND BY: (Forman)</p> <p>AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
13.	<p>Administrative Update.</p> <p>Michael Lappen, Administrator, Behavioral Health Division (BHD)</p> <p>Mr. Lappen highlighted key activities and issues related to BHD operations. He provided updates on the West Allis Police Department Crisis Assessment and Response Team (CART), the Transportation Subsidy Pilot Program, Federal State Targeted Response and Substance Abuse and Mental Health Services Administration (SAMHSA) Grants, retirees</p>

SCHEDULED ITEMS (CONTINUED):

	<p>returning as Pool staff, the Mental Health Board's ethics policy, and organizational leadership structure changes.</p> <p>Questions and comments ensued.</p>
14.	<p>Programmatic Changes at Crisis Resource Centers Update.</p> <p>Amy Lorenz, Deputy Administrator, Community Access to Recovery Services, Behavioral Health Division (BHD)</p> <p>Ms. Lorenz stated funds were put into the 2016 Budget to serve individuals at the Northside Crisis Resource Center (CRC) for third shift. Additional funding was added to the 2017 Budget to support this function seven nights a week at both the North and South side CRCs.</p> <p>Once implemented, it was found utilization was low. Expanding clinical coverage to seven days a week at just the CRC North was sufficient to cover and complete admissions at both CRCs. This coverage plan meets the needs for support and access to services on third shift at both locations. As a result, BHD will be reallocating these funds to slightly change the service array at CRC South.</p> <p>Questions and comments ensued.</p>
15.	<p>Adjournment.</p> <p>MOTION BY: (Neubauer) Adjourn. 7-0 MOTION 2ND BY: (Chayer) AYES: Chayer, Davis, Forman, Neubauer, Perez, Shrout, and Wesley - 7 NOES: 0 ABSTENTIONS: 0 EXCUSED: 0</p>
<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 11:22 a.m.</p> <p>Adjourned,</p> <p>Jodi Mapp Senior Executive Assistant Milwaukee County Mental Health Board</p>	

SCHEDULED ITEMS (CONTINUED):

The next meeting for the Milwaukee County Mental Health Board will be on
Thursday, September 28, 2017, @ 4:30 p.m. at the
Washington Park Senior Center
4420 West Vliet Street

**PUBLIC COMMENT WILL BE HEARD ON
BEHAVIORAL HEALTH DIVISION TOPICS/GENERAL SERVICES**

The August 24, 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