

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

## MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, December 14, 2017 - 8:00 A.M.  
Zoofari Conference Center  
9715 West Bluemound Road

### MINUTES

**PRESENT:** Robert Chayer, Robert Curry, Michael Davis, Ronald Diamond, Walter Lanier, Thomas Lutzow, Mary Neubauer, \*Maria Perez, Duncan Shrout and Brenda Wesley

**EXCUSED:** Rachel Forman and Jon Lehrmann

\*Board Member Maria Perez was 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 welcomed Board Members and the audience to the meeting and provided preliminary comments.

2. **Approval of the Minutes from the October 26, 2017, Milwaukee County Mental Health Board Meeting.**

**MOTION BY:** (Lutzow) Approve the Minutes from the October 26, 2017, Milwaukee County Mental Health Board Meeting. 8-0-1

**MOTION 2<sup>ND</sup> BY:** (Davis)

**AYES:** Chayer, Curry, Davis, Lanier, Lutzow, Neubauer, Shrout, and Wesley – 8

**NOES:** 0

**EXCUSED:** Perez - 1

3. **Board Positions Update.**

Chairman Shrout introduced the Board's newest Member, Robert Curry, and briefly explained Mr. Curry's background and experience as it relates to the area of mental health. Mr. Curry will be filling the seat of the Community Stakeholder.

**SCHEDULED ITEMS (CONTINUED):**

	<p>Mr. Curry addressed the Board by providing brief comments.</p> <p>Board Members welcomed Mr. Curry to the Board.</p>
4.	<p><b>Governance Presentation on Strategic Planning for the Mental Health Board.</b></p> <p>Brett Remington, Blue Rock WI</p> <p>Mr. Remington discussed the development of a governance model for the Milwaukee County Mental Health Board. He will be working with all Board Members, individually and as a group, to help elevate their governance. Mr. Remington explained in addition to the statutory provisions describing the Mental Health Board's responsibility, the Board should also embrace the custodial role of the Behavioral Health Division (BHD) strategy, as well as to ensure effective governance of BHD itself.</p> <p>A number of different areas will be explored, including accountability for senior leaders' actions, progress of the strategic plan, fiscal accountability, transparency of operations, compliance with all legal requirements and applicable policies, independence and effectiveness of internal and external audits, protection of stakeholder interests, and succession planning for senior leaders.</p> <p>This project will be done in four phases; baseline development, strategic alignment, governance model development, and measures of success. Interviews with Board Members will be scheduled in the near future.</p> <p>Questions and comments ensued.</p>
5.	<p><b>Administrative Update.</b></p> <p>Michael Lappen, Administrator, Behavioral Health Division (BHD)</p> <p>Mr. Lappen explained the importance of acknowledging the impressive work done by BHD employees who were recognized by Biz Times as Health Care Heroes. Mr. Lappen presented the Biz Times Health Care Heroes awards to Nzinga Khalid in the Community Service Category, Lauren Hubbard in the Nurse Category, and Team Connect, led by Chad Meinholdt and Tanya Cummings, in the Corporate Achievement in Health Care category.</p> <p>Mr. Lappen continued his report by highlighting key activities and issues related to BHD operations. He provided updates on BHD's Board of Trustees statutory requirement, addressed the Board's quality concerns related to Wisconsin Community Services Targeted Case Management Program, the Transportation Subsidy Pilot Program, Peer Run Respite Request for Proposals, Vistelar training preliminary findings, Kane Communications' 2017 Platinum MarCom Award for BHD's nurse recruitment campaign, and BHD's Milwaukee Police Department Merit Award for Crisis Services.</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p>Questions and comments ensued.</p> <p>Mr. Lappen took time to again recognize Board Members for their contribution and participation in the impressive performance of the play “Pieces” sponsored by Milwaukee Area Technical College in conjunction with Mental Health Awareness.</p>
<p><b><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></b></p>	
6.	<p><b>Local Public/Private Partnership and National Entity Partnership Joint Task Force Update.</b></p> <ul style="list-style-type: none"><li>• Potential Negotiation Strategies for Acute Services Vendor.</li></ul> <p>Michael Lappen, Administrator, Behavioral Health Division Teig Whaley-Smith, Director, Department of Administrative Services</p> <p>Chairman ShROUT provided an update on the Joint Task Force’s December 7, 2017, meeting describing the comprehensive overview given, which reflects the thoroughness, to the due diligence process. Universal Health Services’ (UHS) appeared to address patient care concerns related to the Buzzfeed article/video regarding their Hillcrest facility in Alabama in preparation for the negotiation phase.</p> <p>Mr. Lappen provided an additional update on the Review Committee, established to evaluate and score UHS’ written proposal, and their progress.</p> <p><b>MOTION BY:</b> (Chayer) <b><i>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 6. 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. 9-0</i></b></p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Perez)</p> <p><b>AYES:</b> Chayer, Curry, Davis, Lanier, Lutzow, Neubauer, Perez, ShROUT, and Wesley - 9</p> <p><b>NOES:</b> 0</p> <p><b>EXCUSED:</b> 0</p> <p>The Board convened into Closed Session at 9:22 a.m. to discuss Item 6 and reconvened back into Open Session at approximately 10:14 a.m. The roll was taken, and all Board</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p>Members, except for Robert Curry, who was not present at the time the roll was called but joined the meeting shortly thereafter, and Mary Neubauer, who was excused, were present.</p>
7.	<p><b>Mental Health Board Finance Committee Professional Services Contracts Approval Recommendations.</b></p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</p> <ul style="list-style-type: none"><li>• UW-Milwaukee Substance Abuse and Mental Health Services Administration (SAMHSA) Grant</li><li>• Cambio Solutions, LLC</li><li>• Robert Half Technology</li><li>• Vistelar, LLC</li><li>• Kane Communications Group</li></ul> <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 program evaluation, consulting, information technology, training, grant management, and communications management services. Approvals are for amendments to existing contracts.</p> <p>The Finance Committee, at its December 7, 2017, meeting, unanimously agreed to recommend approval of the Professional Services Contract Amendments as delineated in the corresponding report to the full Board.</p> <p><b>MOTION BY:</b> (Lutzow) Approve the Professional Services Contract Amendments as Delineated in the Corresponding Report. 8-0-1</p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Perez)</p> <p><b>AYES:</b> Chayer, Curry, Davis, Lanier, Lutzow, Perez, Shrout, and Wesley – 8</p> <p><b>NOES:</b> 0</p> <p><b>EXCUSED:</b> Neubauer - 1</p>
8.	<p><b>Mental Health Board Finance Committee Purchase-of-Service Contracts Approval Recommendations.</b></p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</p> <p>Purchase-of-Service Contracts for the Provision of Adult and Child Mental Health Services and Substance Use Disorder Services were reviewed. Mr. Buesing provided an overview detailing the various program contracts.</p> <p>The Finance Committee, at its December 7, 2017, meeting, unanimously agreed to recommend approval of the Purchase-of-Service Contracts delineated in the corresponding report to the full Board.</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p><b>MOTION BY:</b> (Lutzow) Approve the Purchase-of-Service Contracts as Delineated in the Corresponding Report. 8-0-1</p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Perez)</p> <p><b>AYES:</b> Chayer, Curry, Davis, Lanier, Lutzow, Perez, Shrout and Wesley – 8</p> <p><b>NOES:</b> 0</p> <p><b>EXCUSED:</b> Neubauer - 1</p>
9.	<p><b>Mental Health Board Finance Committee Fee-for-Service Agreements Approval Recommendations.</b></p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</p> <p>Fee-for-Service Agreements for the Provision of Adult and Child Mental Health Services and Substance Use Disorder Services were 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, at its December 7, 2017, meeting, unanimously agreed to recommend approval of the Fee-for-Service Agreements delineated in the corresponding report to the full Board.</p> <p><b>MOTION BY:</b> (Perez) Approve the Fee-for-Service Agreements as Delineated in the Corresponding Report. 8-0-1</p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Lutzow)</p> <p><b>AYES:</b> Chayer, Curry, Davis, Lanier, Lutzow, Perez, Shrout, and Wesley – 8</p> <p><b>NOES:</b> 0</p> <p><b>EXCUSED:</b> Neubauer - 1</p>
10.	<p><b>Mental Health Board Finance Committee Update.</b></p> <p>Chris Walker, Interim Chief Financial Officer, Behavioral Health Division (BHD)</p> <p>Vice-Chairman Lutzow, Chairman of the Finance Committee, stated the Committee received and update on BHD’s overall financial picture from BHD Fiscal. There are concerns surrounding outstanding/uncollectable accounts and the development of strategies to close the gap. Issues surrounding the budget include slower growth in Comprehensive Community Services (CCS) than expected, lower Wraparound enrollment than originally projected, higher costs in State institutions, and the payor mix.</p> <p>Ms. Walker stated the main drivers of the deficit are acute inpatient and Child/Adolescent Inpatient Services (CAIS) and State institution costs. Community services are doing well.</p>

**SCHEDULED ITEMS (CONTINUED):**

11.	<p><b>Corporation Counsel's Legal Opinion Regarding Legacy Costs and the Impact on Allocated Tax Levy.</b></p> <p>Collen Foley, Deputy, Corporation Counsel Eric Peterson, Government Affairs Liaison, County Executive's Office Scott Manske, Comptroller, Comptroller's Office</p> <p>Ms. Foley explained Act 203 defines the Board's statutory obligation to fund institutional and community services. Although Act 203 created an independent governing body for the Behavioral Health Division (BHD), BHD, nonetheless, remains a County entity under the purview of the County Comptroller and must still abide by County rules. Legacy costs were considered and included when the amount of tax levy dedicated was identified. This continues to be a County-wide issue.</p> <p>Mr. Peterson provided background and history on Act 203. He outlined everything entailed in working with Representative Sanfelippo to create tax levy parameters, inclusive of legacy costs, for the Board to work within.</p> <p>Questions and comments ensued.</p> <p>Mr. Manske explained changes made in the 2018 budget allocation of legacy and fringe expenditures made based on historical employment within each department.</p>
12.	<p><b>County Email Addresses for Mental Health Board Members.</b></p> <p>Colleen Foley, Deputy, Corporation Counsel</p> <p>Ms. Foley stated it has always been the contention and recommendation Board Members use the County email system. Milwaukee County's Information Management Services Division is well versed at being custodians of information and records. This allows for the accommodation of open records requests while eliminating personal exposure to these requests, which could still be affected after a Board Member's tenure ends.</p> <p>Questions and comments ensued.</p>
13.	<p><b>Mental Health Board Quality Committee Update.</b></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, the hospital transfer waitlist, seclusion and restraint progress, the NIATX Project, Wisconsin Community Services' appearance addressing quality concerns posed by Board Members, and a policy and procedure update.</p> <p>Questions and comments ensued.</p>

**SCHEDULED ITEMS (CONTINUED):**

14.	<p><b>Wraparound Milwaukee Presentation.</b></p> <p>Mary Jo Meyers, Director, Wraparound Milwaukee, Behavioral Health Division (BHD) Jenna Reetz, Program Manager, Wraparound Milwaukee, BHD Rashaan Cherry, Transitional Services Manager, Wraparound Milwaukee, BHD Maria Castillo, Outreach Coordinator, Wraparound Milwaukee, BHD</p> <p>Ms. Meyers provided a brief introduction of what would be presented by the Wraparound (Wrap) team, discussed Wrap’s mission and vision, and highlighted Wrap’s overall services.</p> <p>Ms. Reetz reviewed Wrap’s core values, key components and comprehensive service array, the shift, resource guide, and options counseling.</p> <p>Ms. Castillo provided a detailed description of the Wraparound/REACH and CORE (Coordinated Opportunities for Recovery and Empowerment) programs. She also discussed the Children’s Mobile Crisis Team, Owen’s Place, and Family Intervention Support Services (FISS).</p> <p>Ms. Cherry provided an overview of the O-Yeah (Older Youth and Emerging Adult Heroes) program and other mental health resources available.</p> <p>Questions and comments ensued.</p> <p style="text-align: center;"><b>The Board did not convene into Closed Session for Item 15.</b></p>
15.	<p><b>Medical Executive Report and Credentialing and Privileging Recommendations.</b></p> <p>Dr. Clarence Chou, President, Medical Staff Organization</p> <p>Dr. Chou provided a summary of the Medical Executive Committee recommendations related to medical staff credentialing.</p> <p><b>MOTION BY:</b> (Lutzow) <i>Approve the Medical Staff Credentialing Report and Medical Executive Committee Recommendations. 7-0-2</i></p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Neubauer)</p> <p><b>AYES:</b> Chayer, Curry, Davis, Lutzow, Neubauer, Shrout, and Wesley – 7</p> <p><b>NOES:</b> 0</p> <p><b>EXCUSED:</b> Lanier and Perez - 2</p>
16.	<p><b>2018 Board/Committee Meeting Dates.</b></p> <p>The Board was informed the 2018 meeting dates provided are now confirmed and final. Calendar invitations have been forwarded to all Board Members and staff.</p>

**SCHEDULED ITEMS (CONTINUED):**

17.	<p><b>Adjournment.</b></p> <p><b>MOTION BY:</b> (Neubauer) Adjourn. 7-0-2 <b>MOTION 2<sup>ND</sup> BY:</b> (Chayer) <b>AYES:</b> Chayer, Curry, Davis, Lutzow, Neubauer, Shrout, and Wesley - 7 <b>NOES:</b> 0 <b>EXCUSED:</b> Lanier and Perez - 2</p>
<p>This meeting was recorded. The official copy of these minutes and subject reports, along with the audio recording of this meeting, is available on the Milwaukee County Behavioral Health Division/Mental Health Board web page.</p> <p>Length of meeting: 8:15 a.m. to 12:17 p.m.</p> <p>Adjourned,</p> <p><b>Jodi Mapp</b> Senior Executive Assistant Milwaukee County Mental Health Board</p>	
<p><b>The next meeting of the Milwaukee County Mental Health Board will be a PUBLIC HEARING on Thursday, January 25, 2018, @ 4:30 p.m. at the Washington Park Senior Center 4420 West Vliet Street</b></p> <p><b>PUBLIC COMMENT WILL BE HEARD ON BEHAVIORAL HEALTH DIVISION TOPICS/SERVICES</b></p> <p><b>Visit the Milwaukee County Mental Health Board Web Page at:</b></p> <p><a href="http://county.milwaukee.gov/BehavioralHealthDivi7762/Mental-Health-Board.htm">http://county.milwaukee.gov/BehavioralHealthDivi7762/Mental-Health-Board.htm</a></p>	

The December 14, 2017, meeting minutes of the Milwaukee County Mental Health Board are hereby submitted for approval at the next scheduled regular meeting of the Milwaukee County Mental Health Board.

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Dr. Robert Chayer, Secretary  
Milwaukee County Mental Health Board