

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

MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, June 23, 2016 - 8:00 A.M.
Zoofari Conference Center
9715 West Bluemound Road

MINUTES

PRESENT: Robert Chayer, Michael Davis, Thomas Lutzow, Mary Neubauer, Maria Perez, Duncan Shrout, *Michael Thorson, and Brenda Wesley

EXCUSED: Ronald Diamond, Jon Lehrmann, and Jeffrey Miller

*Board Member Thorson was not present at the time the roll was called but joined the meeting shortly thereafter.

SCHEDULED ITEMS:

1. **Welcome.**

Chairman Shrout opened the meeting by greeting Board Members and the audience. Audience members were asked to introduce themselves. Proper meeting protocol/process was addressed.

2. **Approval of the Minutes from the April 28, 2016, Milwaukee County Mental Health Board Meeting.**

MOTION BY: (Thorson) Approve the Minutes from the April 28, 2016, Milwaukee County Mental Health Board Meeting. 8-0

MOTION 2ND BY: (Perez)

AYES: Chayer, Davis, Lutzow, Neubauer, Perez, Shrout, Thorson, and Wesley - 8

NOES: 0

3. **Board Positions Update. (Informational)**

Jon Janowski, Director of Legislative Affairs, Office of the County Executive

Mr. Janowski addressed Board vacancies indicating four names have been submitted by the County Board and are currently being vetted and interviewed for the Community Health Care Provider representative seat. Communications have begun with community-based organizations (CBO) as it relates to the Legal representative seat, which is a

SCHEDULED ITEMS (CONTINUED):

	<p>submission that comes from the County Executive's Office. Consulting with CBOs is a statutory requirement. Names have been submitted from all the organizations except for one. The final name submission is expected soon, and a decision should be made sometime in July.</p> <p>Chairman Shroul recommended the Mental Health Board interview its own nominees and create its own nomination process. This recommendation would not change the current nomination process. Both the County Executive's Office and the County Board of Supervisors would still make nominations.</p>
4.	<p>The Milwaukee County Mental Health Board's Amended Bylaws. (Informational)</p> <p>Christine Hansen, Assistant Corporation Counsel</p> <p>Ms. Hansen explained the Bylaws were updated to reflect votes taken at previous meetings in 2014 to amend the Bylaws. These votes took place in July and October of 2014. The amendments have been in place since 2014, however, the Bylaws document had not been updated. The finalized version of the updated Bylaws will be posted on the Mental Health Board (MHB) webpage.</p> <p>Chairman Shroul indicated the Bylaws will come back before the Board at its August meeting where both the MHB Quality and Employee Engagement Committees will be addressed.</p>
5.	<p>Confirmation of Michael Lappen's Appointment as the Behavioral Health Division Administrator.</p> <p>Hector Colon, Director, Department of Health and Human Services</p> <p>Mr. Colon introduced Mike Lappen to the Board for their consideration and confirmation. Mr. Colon briefly described Mr. Lappen's background and experience and recommended approval of his appointment as the Behavioral Health Division Administrator.</p> <p>Questions and comments ensued.</p> <p>Mr. Lappen provided brief comments.</p> <p>MOTION BY: (Lutzow) Approve the Appointment of Michael Lappen as the Behavioral Health Division Administrator. 8-0</p> <p>MOTION 2ND BY: (Wesley)</p> <p>AYES: Chayer, Davis, Lutzow, Neubauer, Perez, Shroul, Thorson, and Wesley - 8</p> <p>NOES: 0</p>

SCHEDULED ITEMS (CONTINUED):

6.	<p>Administrative Update. (Informational)</p> <p>Alicia Modjeska, Chief of Operations, Behavioral Health Division (BHD)</p> <p>Ms. Modjeska highlighted key activities and issues related to BHD operations. She addressed the privatization of acute services, North Side and South Side community-based operations, the new BHD organizational structure, service model redesign, an enhanced workforce internal communication process, employee recruitment and retention, an enhanced contracting strategy, the creation of a robust intensive outpatient program, timely client access and admission, enhancement and improvement of the information technology infrastructure, the development of methodology to continually evaluate costs and revenue, a services gap analysis and strategic planning, and the State Department of Health Services' triannual survey.</p> <p>Questions and comments ensued.</p>
7.	<p>Local Public/Private Partnership and National Entity Partnership Joint Task Force Update. (Informational)</p> <p>Alicia Modjeska, Chief of Operations, Behavioral Health Division (BHD)</p> <p>Chairman ShROUT indicated the Joint Task Force's last meeting was June 6, 2016, and is now being held monthly. Originally, there were three national organizations that expressed interest. The organizations were Universal Health Services, Correct Care Recovery Solutions, and Liberty Healthcare Corporation. Liberty Healthcare Corporation later informed the Joint Task Force they were no longer interested and withdrew themselves from the process. The two remaining organizations are being vetted extensively by staff and outside counsel. There have been conversations with the Milwaukee Healthcare Partnership, who advised the Joint Task Force they have no desire or intent to participate in the initiative as a partner but are very interested in the outcome and provided recommendations.</p> <p>Participation by the State was garnered, and they graciously assigned Dr. Rose Kleman, Deputy Administrator of the Department of Health Services Mental Health and Substance Abuse Services Division. Dr. Kleman will join the Joint Task Force as an ad hoc member.</p> <p>Ms. Modjeska addressed the due diligence process, which is extremely detailed.</p> <p>Questions and comments ensued.</p>

SCHEDULED ITEMS (CONTINUED):

8.	<p>Mental Health Board Finance Committee Update, Employee Agreements, and Contract Approval Recommendations.</p> <p>Randy Oleszak, Chief Financial Officer, Behavioral Health Division (BHD) Alicia Modjeska, Chief of Operations, BHD</p> <p>Vice-Chairman Lutzow stated at the Finance Committee meeting held on June 16, 2016, staff recommended modifications to the Budget based on community input.</p> <p>Mr. Oleszak explained the four Budget recommendations suggested for approval by the Finance Committee. The recommendations include the addition of a research analyst to support the Mental Health Board, funding for one additional Crisis Assessment and Response Team (CART) to serve the West Allis community, increasing funds for Warmline to provide peer support contingent upon performance measures, and for an Alcohol and Other Drug Abuse residential provider increase, which will occur through contract redesign.</p> <p>Vice-Chairman Lutzow informed the Board the Finance Committee unanimously recommends approval of the 2017 Budget inclusive of the recommendations.</p> <p>Ms. Modjeska reviewed contracts addressed and recommended for approval at the June 23, 2016, Finance Committee meeting. The contracts include Langer Roofing & Sheet Metal, Inc., for Behavioral Health Division roofing needs, and Patina Solutions Group, Inc., for consultation services on various projects.</p> <p>Ms. Modjeska continued by stating the corresponding employment agreements are for medical staff stipulating total compensation.</p> <p>MOTION BY: (Lutzow) Approve All Contracts and Employment Agreements as Delineated in the Corresponding Reports. 5-0-2</p> <p>MOTION 2ND BY: (Chayer)</p> <p>AYES: Chayer, Davis, Lutzow, Shrout, and Thorson - 5</p> <p>NOES: 0</p> <p>EXCUSED: Perez - 1</p> <p>ABSTENTIONS: Neubauer and Wesley - 2</p>
9.	<p>Legal Opinion.</p> <p>Christine Hansen, Assistant, Corporation Counsel</p> <p>Chairman Shrout stated this agenda item comes before the Board at the request of Board Member Neubauer for a review of the Board's decision to reconsider a vote taken August 2015 regarding the Board's participation in specific Behavioral Health Division employee matters. Chairman Shrout referenced the "conclusion" paragraph reflected on the corresponding Legal Opinion.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>Concerns were raised related to what, if any, motions to reconsider were raised at the August 27, 2015, Board meeting, the validity of citing State Representative Sanfelippo's letter as a resource for determination, and statements made related to the comparison of Civil Service review as opposed to review by the Personnel Review Board.</p> <p>Ms. Hansen stated the issue of reconsideration has been clarified through the opinion as a renewal and therefore, proper according to Robert's Rules of Order. She indicated additional concerns raised will be forwarded to Ms. Foley for further clarification.</p> <p>Chairman ShROUT announced this item will come back before the Board for further clarification.</p>
10.	<p>Milwaukee County Behavioral Health Division 2017 Budget.</p> <p>Hector Colon, Director, Department of Health and Human Services Randy Oleszak, Chief Financial Officer, Behavioral Health Division (BHD)</p> <p>Mr. Colon stated the approach to develop the 2017 Budget was continued movement towards a community-based system of care that is person centered, recovery oriented, trauma informed, culturally intelligent, and less reliant on acute care. It is in line with the many recommendations put forth by the Human Services Research Institute, the Public Policy Forum, and others. It also contains items received from consumers, Community-Based Organizations, advocacy groups, the Mental Health Task Force, as well as the Mental Health Board. In addition to budgetary initiatives, Administration is adding rigor, structure, and accountability to BHD operations leading to better integration and coordination of services and systems, breaking down silos, and ultimately moving forward with the most efficient and effective service delivery approach. These changes will improve client satisfaction, outcomes, and population health. Major redesign is occurring in the areas of Quality Assurance, contracts, the intake process, and case management.</p> <p>Overall, the Budget increases by \$20.5 million. This includes a \$10.6 million increase in Wraparound services, \$5 million increase in Comprehensive Community Services, \$3.4 million increase in patient revenue, and \$11.9 million increase from reclassifying Wraparound revenue to appropriately reflect cost allocations. This Budget assumes inpatient, Child and Adolescent Inpatient Services, the observation unit, and emergency room services will continue in this current facility, along with the current staff. The Budget includes \$1.5 million for recruitment and retention for psychiatrists, \$2.7 million designated to the Electronic Medical Records system, \$3.4 million for reimbursement of inpatient claims, and \$700,000 for security and building maintenance.</p> <p>Other Budget highlights include community-based services, chronic homelessness, Targeted Case Management capacity expansion, Crisis Resource Center expansion, residential services, opiate abuse, and the Wraparound wellness clinic.</p> <p>Amendments, recommended through public and Board input, incorporated into the Budget include using a dedicated Department of Health and Human Services analyst from the</p>

SCHEDULED ITEMS (CONTINUED):

	<p>Department of Administrative Services to support requests coming from the Board, with no additional cost to the Behavioral Health Division; adding one additional Crisis Assessment and Response Team (CART) dedicated to West Allis to help address capacity issues; expanding Warmline, contingent upon reporting/utilization data; and using the contract redesign process currently underway to identify providers who need increases in funding.</p> <p>Questions and comments ensued.</p> <p>MOTION BY: (Lutzow) <i>Approve the Community Advocates Items Contained within the Behavioral Health Division's 2017 Budget. 6-0-1</i></p> <p>MOTION 2ND BY: (Wesley)</p> <p>AYES: Chayer, Davis, Lutzow, Shrout, Thorson, and Wesley – 6</p> <p>NOES: 0</p> <p>EXCUSED: Perez - 1</p> <p>ABSTENTIONS: Neubauer – 1</p> <p>MOTION BY: (Lutzow) <i>Approve the Balance of the Behavioral Health Division's 2017 Budget AS AMENDED. 7-0</i></p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Chayer, Davis, Luzow, Neubauer, Shrout, Thorson, and Wesley – 7</p> <p>NOES: 0</p> <p>EXCUSED: Perez - 1</p> <p>ABSTENTIONS: 0</p> <p>The Board took a break after Item 10 at 9:52 a.m. and reconvened at approximately 10:02 a.m. The roll was taken, and all Board Members were present, with the exception of Maria Perez, who was excused.</p>
11.	<p>Mental Health Board Quality Committee Update and Environment of Care 2015 Annual Report and 2016 Goals Recommendation.</p> <p>Lynn Gram, Safety Officer, Behavioral Health Division</p> <p>Board Member Chayer, Chairman of the Quality Committee, discussed the compensation claims and liabilities analysis done by Risk Management, dashboard, Wraparound Milwaukee's annual report, and how sentinel events are handled by the Behavioral Health Division.</p> <p>Ms. Gram explained written plans for managing environmental risk, which include safety, security, clinical and non-clinical equipment, handling of hazardous materials, fire prevention, and utility systems, together make up the Behavioral Health Division Environment of Care Program. In 2015, major improvements were made in the area of building security and installing an emergency back-up generator.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: (Chayer) Approve the Environment of Care 2015 Annual Report and 2016 Goals and Plans Recommendation. 8-0</p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Chayer, Davis, Lutzow, Neubauer, Perez, Shrout, Thorson, and Wesley - 8</p> <p>NOES: 0</p>
12.	<p>Milwaukee County Board of Supervisors' Requested Behavioral Health Division Patient and Staff Safety Audit.</p> <p>Dr. John Schneider, Chief Medical Officer, Behavioral Health Division</p> <p>Dr. Schneider stated Behavioral Health Division Administration met with Corporation Counsel and Milwaukee County's Audit Division to engage an external consultant. Third-party healthcare consultants are currently being interviewed. A specific scope of service document has been drafted for the analysis.</p>
13.	<p>State Department of Health Services Forensic and Civil Bed Capacity.</p> <p>Dr. John Schneider, Chief Medical Officer, Behavioral Health Division</p> <p>Up until about two years ago, the State had two facilities that catered to mental health and basically provided the same services. Those institutions are Winnebago and Mendota. Now, due to increased volume, there has been a struggle with the timeliness of handling requests, so a reorganization was done. Mendota Mental Health Institution is currently set up as a forensic holding facility. They have a small geriatric unit of about fifteen beds. There was an attempt to move this unit to the Winnebago campus but could not find adequate geriatric services to support the program. The other 260 beds are all forensic beds.</p> <p>Winnebago has become the primary Chapter 51 Civil Commitment site for the entire state. They have ninety forensic beds, sixty adult beds, and approximately thirty-five child and adolescent beds. Winnebago is supposed to have approximately 185 beds. Because of the increased capacity for civil commitments statewide, their capacity is now approximately 220 beds.</p> <p>Questions and comments ensued.</p>
14.	<p>Pharmacy Systems, Inc., Annual Summary.</p> <p>Dr. John Schneider, Chief Medical Officer, Behavioral Health Division</p> <p>Pharmacy Systems' mission is to provide high quality, cost-effective pharmacy management services that exceeds the clients' expectations. Dr. Schneider stated the pharmacy model switched last year along with the vendor. Accomplishments associated with the change include full computerized physician order entry and closed loop</p>

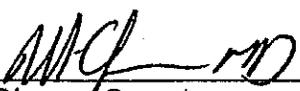
SCHEDULED ITEMS (CONTINUED):

	<p>technology implementation, automated dispensing cabinets implementation, a successful Wisconsin Board of Pharmacy inspection, and identifying the pharmacist as a member of the patient treatment team. Challenges include medication shortages, technology implementation, and medication bar code scanning.</p> <p>Dr. Schneider reviewed the goals and results' key drivers and the huge improvement in the decrease of drug expenses/finances.</p>
<p><i>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):</i></p>	
15.	<p>Medical Executive Report and Credentialing and Privileging Recommendations.</p> <p>Dr. Clarence Chou, President, Medical Staff Organization, Behavioral Health Division</p> <p>MOTION BY: (Lutzow) <i>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 #15. 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. 7-0</i></p> <p>MOTION 2ND BY: (Chayer)</p> <p>AYES: Chayer, Davis, Lutzow, Neubauer, Shrout, Thorson, and Wesley - 7</p> <p>NOES: 0</p> <p>EXCUSED: Perez - 1</p> <p>The Committee convened into Closed Session at 10:04 a.m. and reconvened back into Open Session at approximately 10:10 a.m. The roll was taken, and all Board Members were present, with the exception of Maria Perez, who was excused.</p> <p>MOTION BY: (Neubauer) <i>Approve the Medical Staff Credentialing Report and Medical Executive Committee Recommendations. 7-0</i></p> <p>MOTION 2ND BY: (Chayer)</p> <p>AYES: Chayer, Davis, Lutzow, Neubauer, Shrout, Thorson, and Wesley - 7</p> <p>NOES: 0</p> <p>EXCUSED: Perez - 1</p>

SCHEDULED ITEMS (CONTINUED):

16.	<p>Adjournment.</p> <p>MOTION BY: (Perez) Adjourn. 8-0 MOTION 2ND BY: (Thorson) AYES: Chayer, Davis, Lutzow, Neubauer, Perez, Shrout, Thorson, and Wesley - 8 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: 8:00 a.m. to 10:42 a.m.</p> <p>Adjourned,</p> <p>Jodi Mapp Senior Executive Assistant Milwaukee County Mental Health Board</p>	
<p>The next meeting for the Milwaukee County Mental Health Board will be on Thursday, August 25, 2016, @ 8:00 a.m. at the Washington Park Senior Center 4420 West Vliet Street</p>	

The June 23, 2016, 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