

Chairman: Thomas Lutzow
Vice-Chairperson: Maria Perez
Secretary: Michael Davis
Senior Executive Assistant: Jodi Mapp, 257-5202

**MILWAUKEE COUNTY MENTAL HEALTH BOARD
EXECUTIVE COMMITTEE**

Thursday, August 13, 2020 - 1:30 P.M.
Teleconference Meeting

MINUTES

PRESENT: Thomas Lutzow, Maria Perez, Michael Davis, and Duncan Shrout

SCHEDULED ITEMS:

1. **Welcome.**

Chairman Lutzow greeted Committee Members and welcomed everyone to the August 13, 2020, Mental Health Board Executive Committee remote meeting.

2. **Introduction of and Presentation by the Acting Director of the Office of African American Affairs (OAAA) on the OAAA's Vision to Support the Overall Vision and Mission of Milwaukee County.**

Jeff Roman, Acting Director, Office of African American Affairs

Mr. Roman introduced himself to the Committee and provided information detailing his background and experience working in racial justice. He stated he has been with Milwaukee County since July at which time he was placed in the position by County Executive Crowley. The position is pending County Board confirmation in September. His focus will be working to advance the County's vision of achieving equity and becoming the healthiest County in Wisconsin.

Mr. Roman discussed the direction he intends to take the OAAA to ensure it functions as an office on equity for Milwaukee County to help departments see, identify, and confront barriers existing within the County. The focus will be equity in terms of access to opportunities, information, and service delivery. He detailed steps to be taken to achieve this equity internally and externally with stakeholders.

Questions and comments ensued.

This item was informational.

SCHEDULED ITEMS (CONTINUED):

3.	<p>Reform of the Request for Proposals and Contracting Process.</p> <p>David Muhammad, Deputy Director, Department of Health and Human Services (DHHS)</p> <p>Mr. Muhammad discussed the DHHS initiative to promote racial equity in contracting and the Request for Proposals process. The report calls for the establishment of a collaborative workgroup to evaluate practices and draft recommendations for long-term strategies, which aligns heavily with the County's goal to achieve racial equity and promote the health of Milwaukee County. The primary goal is to assess DHHS' contract procurement strategy and develop additional tactics to address structural barriers to expand the provider network and ensure its diversity is representative of those served. Over 50% of the Department's budget supports the provider network. He discussed challenges faced by vendors navigating the process, reviewed objectives, and identified next steps.</p> <p>Questions and comments ensued.</p> <p>This item was informational.</p>
4.	<p>Third-Party Fiscal Agent for the Provision of Mental Health Board Support Staff Oversight Request for Proposals Update.</p> <p>Matt Fortman, Fiscal Administrator, Department of Health and Human Services</p> <p>The Request for Proposals (RFP) has closed. There was one applicant submission, which was incomplete and ruled out. In order to keep the momentum, the Behavioral Health Division's (BHD) existing fiscal agents were solicited for rates on providing this service. One response has been received thus far with a reasonable rate. BHD will be prepared to move forward with a sole source contract due to the results of the RFP. The fiscal agent will be the employer of record. Guidance from the Board is needed on posting, recruiting, and the selection process.</p> <p>Chairman Lutzow recommended the Job Evaluation Questionnaire (JEQ) be circulated to Board Members for review. All edits should be forwarded within seven days. Once edits are received and the JEQ is updated, it can go to Human Resources for posting. The interview panel will consist of Board Member Neubauer, David Muhammad, Jodi Mapp, and Michael Lappen.</p> <p>This item was informational.</p>
5.	<p>Adjournment.</p> <p>Chairman Lutzow ordered the meeting adjourned.</p>

SCHEDULED ITEMS (CONTINUED):

This meeting was recorded. The aforementioned agenda items were not necessarily considered in agenda order. The official copy of these minutes, along with the audio recording of this meeting, is available on the Milwaukee County Behavioral Health Division/Mental Health Board web page.

Length of meeting: 1:31 p.m. to 2:48 p.m.

Adjourned,

Jodi Mapp

Jodi Mapp

Senior Executive Assistant
Milwaukee County Mental Health Board

**The next meeting for the Milwaukee County Mental Health Board Executive Committee
Will be on Tuesday, December 1, 2020, at 9:00 a.m. at a
Location to be Determined**

**Visit the Milwaukee County Mental Health Board Web Page at:
<https://county.milwaukee.gov/EN/DHHS/About/Governance>**

The August 13, 2020, meeting minutes of the Milwaukee County Mental Health Board Executive Committee have been reviewed and are hereby approved.



Thomas Lutzow, Chairman for Michael Davis, Secretary
Milwaukee County Mental Health Board