

**Chairperson:** Kathie Eilers  
**Senior Executive Assistant:** Jodi Mapp, 257-5202

**MILWAUKEE COUNTY MENTAL HEALTH BOARD  
GOVERNANCE AD HOC COMMITTEE**

**Friday, June 5, 2020 – 3:00 P.M.**  
**Teleconference Meeting**

**MINUTES**

**PARTICIPANTS:** Kathie Eilers, Thomas Lutzow, Mary Neubauer, Maria Perez and  
Duncan ShROUT

**EXCUSED:** Walter Lanier

**SCHEDULED ITEMS:**

1. **Welcome.**

Chairwoman Eilers welcomed participants to the June 5, 2020, Mental Health Board Governance Ad Hoc Committee remote/virtual meeting.

2. **Quality Improvement Update.**

Board Member Neubauer, Chairwoman of the Quality Committee, reviewed topics addressed at the Quality Committee's June 1, 2020, quarterly meeting. She discussed the fourth quarter 2019 community-based and Wraparound key performance indicator (KPI) dashboard and Community Access to Recovery Services (CARS) summary and metrics, children's mobile crisis team program recertification and improvement, year-end client experience data, contract monitoring, hospital KPI dashboard and seclusion and restraint data, the Systems Improvement Agreement (SIA), the crisis resource center collaborative, and the status of policies and procedures.

Inpatient hospital services is the area directly affected by governance as it relates to the performance improvement plan response and ensuring efforts meet the criteria set forth in the SIA. There was an educational segment conducted at the Quality meeting by Dale Brown and Glenn Krasker, consultants from Critical Management Solutions. The Quality Committee requested training, education, and clarification as to some technical items presented by the consultants at the meeting.

Board Member Neubauer provided a comprehensive item by item description of the Quality documents package going to the Board for approval. A table was developed for tracking purposes reflecting all items needing approval at the Quality Assurance Performance Improvement (QAPI), Quality Committee, and Board level and when they will become due. The Quality documents package being referred to the Board is all inclusive, meets the criteria, and is in line with compliance requirements. Corrections were made to some documents shared at the Quality Committee in preparation for the Board meeting.

**SCHEDULED ITEMS (CONTINUED):**

	<p>Ms. Bergersen stated the current state of emergency has had an impact on the health, safety, and wellness of individuals the Behavioral Health Division serves. The QAPI Committee has identified safety enhancements and will continue to monitor those enhancements moving forward. They are obviously a big indicator of safety and wellness for those served.</p> <p>The package described will be forwarded to the Board for approval.</p> <p>Questions and comments ensued.</p>
3.	<p><b>The Governance Ad Hoc Committee Charter.</b></p> <p>Chairwoman Eilers expressed the importance of developing the Committee’s identity, responsibilities, formation, and purpose via a narrative statement. The Committee came together as group to brainstorm ideas and populate the charter form.</p> <p>Discussion ensued at length.</p> <p>A summary of functions recommended for the Committee includes being a second tier to hear issues brought forth by the public at a Board public hearing, serve an evaluative role regarding fulfillment of both statutes and other regulatory laws that impact the Board, assess MHB’s function as a board, require members to evaluate their own participation, take on nominating responsibilities to compile and establish a bank of vetted individuals who could potentially serve to be forwarded appropriately, conduct onboarding of new members and board member orientation, advocate for changes related to the bylaws and statutes where appropriate, and the pursuit of educational component opportunities for the Board’s self-development as an entity.</p>
<p style="text-align: center;"><b>The next meeting of the Milwaukee County Mental Health Board Governance Committee Will be scheduled at the Call of the Chair</b></p> <p style="text-align: center;"><b>Visit the Milwaukee County Mental Health Board Web Page at:</b></p> <p style="text-align: center;"><a href="https://county.milwaukee.gov/EN/DHHS/About/Governance">https://county.milwaukee.gov/EN/DHHS/About/Governance</a></p>	