

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

MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, June 20, 2019 - 9:00 A.M.
Zoofari Conference Center
9715 West Bluemound Road

MINUTES

PRESENT: Michael Davis, Kathie Eilers, Rachel Forman, Sheri Johnson, *Walter Lanier, Jon Lehrmann, Thomas Lutzow, Mary Neubauer, Maria Perez, and Brenda Wesley

EXCUSED: Duncan Shrout

ABSENT: Robert Curry

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

SCHEDULED ITEMS:

NOTES: Meeting Time Change to 9:00 a.m.

All Informational Items are Informational Only Unless Otherwise Directed by the Board.

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| 1. | <p>Welcome.</p> <p>Chairman Lutzow greeted Board Members and welcomed everyone to the June 20, 2019, Mental Health Board meeting.</p> |
| 2. | <p>Approval of the Minutes from the April 25, 2019, Milwaukee County Mental Health Board Meeting.</p> <p>MOTION BY: (Perez) Approve the Minutes from the April 25, 2019, Milwaukee County Mental Health Board Meeting. 7-0</p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Davis, Eilers, Forman, Lutzow, Neubauer, Perez, and Wesley – 7</p> <p>NOES: 0</p> <p>EXCUSED: Lanier – 1</p> |

SCHEDULED ITEMS (CONTINUED):

<p>3.</p>	<p>Introduction of the County Executive’s New Director of Community Relations Providing an Update on Vacant Board Seats.</p> <p>Schinika Fitch, Community Relations Director, Office of the County Executive</p> <p>Ms. Fitch introduced herself as the County Executive’s new Community Relations Director replacing Evans Gant. She explained her role as it relates to the Mental Health Board and the assistance she will provide with filling seat vacancies and will ensure reappointments are submitted in a timely manner. She stated a reappointment letter for Board Member and Vice-Chairwoman Maria Perez has been submitted and forwarded to Chairman Lutzow. She also discussed the upcoming appointment of Dr. James Stevens, who will replace Dr. Robert Chayer as the Child Psychiatrist/Psychologist representative on the Board.</p> <p>Questions and comments ensued surrounding Board Member Curry and the seat he occupies.</p> <p>Chairman Lutzow indicated he reached out to Board Member Curry and is awaiting a response.</p> <p>Ms. Fitch will make an appearance at the August Board meeting to formally introduce Dr. Stevens, the Board’s newest member.</p>
<p>4.</p>	<p>Department of Administrative Services Quarterly Update on the State of Milwaukee County’s Interests and Matters Related to the Behavioral Health Division.</p> <p>Joseph Lamers, Director, Office of Performance, Strategy, and Budget (PSB), Department of Administrative Services</p> <p>Mr. Lamers stated there has been no significant change in structural deficit calculations presented at the February meeting. Milwaukee County is facing a budget gap estimate of \$28 million for Fiscal Year 2020. Tax levy targets have been issued to departments. All departments will be expected to follow the levy target directive. If a department does not meet their levy target within their request, the County Executive’s recommended budget will make the adjustments accordingly. The Behavioral Health Division’s (BHD) target is \$2.7 million. This is because BHD makes up 25% of the County’s overall tax levy. Growth in revenue is not sufficient to keep pace with inflationary operating cost growth. He elaborated on the specifics that contributed to the deficit and discussed the broad options for closing the 2020 Budget gap. Mr. Lamers indicated major changes are needed at the State level.</p> <p>Questions and comments ensued at length.</p>

SCHEDULED ITEMS (CONTINUED):

5.	<p>Behavioral Health Division Annual Risk Management Report and Presentation.</p> <p>Paul Schwegel, Loss Control Manager, Milwaukee County Risk Management</p> <p>Mr. Schwegel explained the basic principles of risk management consist of identifying all organizational exposures, analyzing these risks, controlling liabilities through a risk management plan, and continually monitoring the plan for effectiveness.</p> <p>Mr. Schwegel presented a high-level five-year analysis. Last year, recommendations for the Behavioral Health Division’s workers’ compensation claims were made. As a result, claim numbers from 2014 – 2018 reflect a significant reduction. Claim frequency and severity from 2017 – 2018 decreased. General liability claims are down and first-party auto physical damage claims are extremely low. He reviewed the claim financial summary, top claim accident types, monthly claim distribution by occurrence, the experience modification factor, loss control initiatives, and the transitional duty bank and its impact on Family Medical Leave (FML) usage.</p> <p>Mr. Schwegel indicated the report reflects BHD’s efforts in following Risk Management’s recommendations put forth in last year’s report.</p> <p>Questions and comments ensued.</p>
6.	<p>Administrative Update.</p> <p>Michael Lappen, Administrator, Behavioral Health Division (BHD) Jennifer Bergersen, Chief of Operations, BHD</p> <p>Mr. Lappen highlighted key activities and issues related to BHD operations. He provided updates on Psychiatric Crisis Redesign efforts and interest earned on BHD’s reserve accounts. Board Member Lanier was appreciative of the information provided and requested a legal opinion from Corporation Counsel addressing the Board’s fiduciary duty to examine further and/or pursue the reserve account issue.</p> <p>Chairman Lutzow suggested a meeting with the County Board Chairman may be helpful. Mr. Lappen agreed to facilitate a meeting between the two.</p> <p>Mr. Lappen continued with an update on State Budget reimbursement rates for mental health and Alcohol and Other Drug Abuse (AODA) services and the Universal Health Services (UHS) site location announcement.</p> <p>Ms. Bergersen discussed the Town Hall meetings held on June 13, 2019, where a UHS Representative was present to assist with fielding questions from employees related to the site location announcement.</p> <p>Attachment A, the DRAFT version of the Fair Deal recommendation letter, in support of Medicaid expansion, addresses shared revenue, and requests additional local revenue</p>

SCHEDULED ITEMS (CONTINUED):

	<p>funding options was referenced. Board Members were asked to review the letter and provide feedback, edits, and revisions to Mr. Lappen no later than Friday, June 28, 2019.</p> <p>Questions and comments ensued.</p>
7.	<p>Mental Health Board Finance Committee Purchase-of-Service Contracts Recommendation.</p> <ul style="list-style-type: none">• 2019 Contract Amendments <p>Amy Lorenz, Deputy Administrator, Community Access to Recovery Services, Behavioral Health Division (BHD)</p> <p>Purchase-of-Service Contracts for the Provision of Adult and Child Mental Health Services and Substance Use Disorder Services were reviewed. Ms. Lorenz provided an overview detailing the various program contracts and their respective services.</p> <p>The Board was informed the Finance Committee unanimously agreed to recommend approval of the 2019 Purchase-of-Service Contract Amendments.</p> <p>Board Member Wesley requested separate action be taken on the two Wisconsin Community Services, Inc., contracts.</p> <p>MOTION BY: (Eilers) Approve the TWO Wisconsin Community Services, Inc., Contracts Delineated in the Corresponding Report. 7-0-1</p> <p>MOTION 2ND BY: (Perez)</p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, and Perez - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: Wesley - 1</p> <p>MOTION BY: (Neubauer) Approve the Balance of Purchase-of-Service Contracts Delineated in the Corresponding Report. 8-0</p> <p>MOTION 2ND BY: (Davis)</p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, and Wesley - 8</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p>
8.	<p>Mental Health Board Finance Committee Fee-for-Service Agreements Recommendation.</p> <p>Amy Lorenz, Deputy Administrator, Community Access to Recovery Services, Behavioral Health Division (BHD)</p> <p>Brian McBride, Director, Children’s Community Services and Wraparound Milwaukee, BHD</p>

SCHEDULED ITEMS (CONTINUED):

	<p>Fee-for-Service Agreements for the Provision of Adult and Child Mental Health Services and Substance Use Disorder Services were reviewed. An overview was provided detailing the various program agreements, which provide a broad range of support services to adults and children with serious emotional disturbances.</p> <p>The Board was informed the Finance Committee unanimously agreed to recommend approval of 2018 and 2019 Agreement Amendments delineated in the corresponding report.</p> <p>Board Member Neubauer requested separate action be taken on the Mental Health America of Wisconsin, Inc., contract.</p> <p>MOTION BY: (Perez) Approve the Mental Health America of Wisconsin, Inc., Contract Delineated in the Corresponding Report. 7-0-1</p> <p>MOTION 2ND BY: (Wesley)</p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Perez, and Wesley - 7</p> <p>NOES: 0</p> <p>ABSTENTIONS: Neubauer - 1</p> <p>MOTION BY: (Davis) Approve the Balance of Fee-for-Service Agreements Delineated in the Corresponding Report. 8-0</p> <p>MOTION 2ND BY: (Eilers)</p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, and Wesley - 8</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p>
9.	<p>Mental Health Board Finance Committee 2020 Budget Update.</p> <p>Matt Fortman, Interim Fiscal Director, Behavioral Health Division</p> <p>Mr. Fortman presented a high level overview of the Behavioral Health Division's (BHD) 2020 Recommended Budget. As was previously stated by the Department of Administrative Services (DAS), Milwaukee County, as a whole, has structural deficit issues. For the past approximately two years, departments have been directed to cut their budget by a set amount determined by the DAS Office of Performance, Strategy, and Budget. This year, BHD's budget cut, in the form of a local property tax levy revenue reduction, was \$2.7 million. With this directive comes the struggle to maintain funding and services at current levels and in some instances, limits the expansion of services.</p> <p>There were no significant or measurable cuts made to services. This was achieved by identifying new revenue opportunities and ways to increase current revenue streams. Expenses include increased funding in the following areas: Comprehensive Community Services, ongoing placements at Community Based Residential Facilities and State institutes, inpatient staffing, and security. Expenses also include expansion of Crisis Resource Center and Federally Qualified Health Center services and Oxford House model</p>

SCHEDULED ITEMS (CONTINUED):

	<p>funding. Big ticket items the State's budget will consider and would be beneficial in the area of mental health services were not a factor in balancing BHD's budget.</p> <p>Mr. Fortman explained the amendment process. He stated the amendment template will be forwarded by email to the full Board. Once completed, amendments should be submitted to Finance Committee Chairwoman Maria Perez or Matt Fortman, Interim Fiscal Administrator. Amendments can only be submitted by or through a Mental Health Board Member and should be received no later than Friday, June 21, 2019. Amendments will be discussed and voted on at the June 27, 2019, meeting of the Finance Committee.</p> <p>Questions and comments ensued.</p>
10.	<p>Employment Agreement Amendment.</p> <p>Michael Lappen, Administrator, Behavioral Health Division</p> <p>Mr. Lappen explained advancement of psychiatrist staff and hourly psychiatrist staff from junior pay status to senior pay status occurs upon achieving ten years post-residency and with a supervisor recommendation. The incumbent has met the Behavioral Health Division's (BHD) threshold for advancement. Compensation for this advancement is supported by currently funded and authorized positions within BHD's 2019 Operating Budget. This comes with no impact on tax levy.</p> <p>The Board was informed the Finance Committee unanimously agreed to recommend approval of the Employee Agreement Amendment delineated in the corresponding report.</p> <p>MOTION BY: (Davis) Approve the Employment Agreement Amendment Delineated in the Corresponding Report. 8-0</p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, and Wesley - 8</p> <p>NOES: 0</p>
11.	<p>Mental Health Board Quality Committee Update.</p> <p>Jennifer Bergersen, Chief of Operations, Behavioral Health Division</p> <p>Board Member Neubauer, Chairwoman of the Quality Committee, reviewed topics addressed at the Quality Committee's quarterly meeting. She discussed the key performance indicator (KPI) dashboard and Community Access to Recovery Services (CARS) quarterly narrative; core data development; the quality assurance performance improvement plan; the 2018 Sentinel Event Committee quality summary; first quarter KPI inpatient metrics; the seclusion and restraint summary; Centers for Medicare and Medicaid Services (CMS) analysis of readmission rates and survey update; and the status of updated policies and procedures.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>Questions and comments ensued.</p> <p>Board Member Forman made comments regarding Item 4 of the Quality Committee packet, Page 6, referencing statements related to the Comprehensive Community Services program and Clubhouses.</p>
12.	<p>Kane Communications Update.</p> <p>Kimberly Kane, Kimberly Payne, and Eric Sandoval (Kane Communications Team)</p> <p>Ms. Kane formally introduced Kane Communications Group staff and described the organization’s approach as goal driven and future focused. Goals identified for BHD included keeping employees informed and engaged, continued nurse recruitment, and community engagement. The methods used to accomplish the goals identified were explained in detail.</p>
13.	<p>Medical Executive Report Appointment and Privileging Recommendations.</p> <p>Dr. Shane Moasio, Medical Staff President, Behavioral Health Division</p> <p>MOTION BY: <i>(Perez) 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 13. 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: <i>(Eilers)</i></p> <p>AYES: Davis, Eilers, Forman, Lutzow, Neubauer, Perez, and Wesley – 7</p> <p>NOES: 0</p> <p>EXCUSED: Lanier - 1</p> <p>The Board convened into Closed Session at 9:09 a.m. to discuss Item 13 and reconvened back into Open Session at approximately 9:13 a.m. The roll was taken, and all Board Members were present.</p> <p>MOTION BY: <i>(Eilers) Approve the Medical Staff Credentialing Report and Medical Executive Committee Recommendations. 8-0</i></p> <p>MOTION 2ND BY: <i>(Neubauer)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, and Wesley – 8</p> <p>NOES: 0</p>

SCHEDULED ITEMS (CONTINUED):

14.	<p>Medical Staff Organization Governing Body's Proposed Changes to its Rules and Regulations.</p> <p>Dr. Shane Moisio, Medical Staff President, Behavioral Health Division</p> <p>Dr. Moisio stated the change is related to inpatient programs is being made to conform with current Centers for Medicare and Medicaid Services (CMS) regulations.</p> <p>Questions and comments ensued.</p> <p>MOTION BY: <i>(Davis) Approve the Medical Staff Governing Body's Proposed Rules and Regulations Changes. 8-0</i></p> <p>MOTION 2ND BY: <i>(Lanier)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, and Wesley – 8</p> <p>NOES: 0</p>
15.	<p>Provider Network Credentialing Program for Community Access to Recovery Services and Wraparound Milwaukee.</p> <p>Dr. John Schneider, Chief Medical Officer, Behavioral Health Division (BHD)</p> <p>Dr. Schneider explained the responsibility of BHD to require licensed independent practitioners to undergo a comprehensive credentialing review seeking to participate in BHD's provider network. Certain credentialing processes have not been fully applied to the Wraparound and Community Access to Recovery Services program areas. The BHD Provider Network Credentialing program will address this issue.</p> <p>Questions and comments ensued.</p> <p>MOTION BY: <i>(Neubauer) Approve the New Behavioral Health Division Provider Credentialing Program for Wraparound Milwaukee and Community Access to Recovery Services. 8-0</i></p> <p>MOTION 2ND BY: <i>(Forman)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, and Wesley – 8</p> <p>NOES: 0</p>
16.	<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 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.

Length of meeting: 9:03 a.m. to 10:44 a.m.

Adjourned,

Jodi Mapp

Jodi Mapp

Senior Executive Assistant
Milwaukee County Mental Health Board

**The next meeting for the Milwaukee County Mental Health Board will be on
Thursday, July 11, 2019, @ 8:00 a.m. at the
Zoofari Conference Center
9715 West Bluemound Road**

TOPIC: 2020 Budget Presentation and Approval

Visit the Milwaukee County Mental Health Board Web Page at:

<https://county.milwaukee.gov/EN/DHHS/About/Governance>

The June 20, 2019, 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.

Michael G. Davis

Michael Davis, Secretary
Milwaukee County Mental Health Board