

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

MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, October 25, 2018 - 8:00 A.M.
Zoofari Conference Center
9715 West Bluemound Road

MINUTES

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

EXCUSED: Robert Curry and Sheri Johnson

*Board Member Walter Lanier 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 Lutzow greeted Board Members and welcomed everyone to the October 25, 2018, Mental Health Board meeting. Audience members were asked to introduce themselves.

2. **Approval of the Minutes from the Milwaukee County Mental Health Board August 23, 2018, Regular Meeting, the September 26, 2018, Special Meeting, and the September 27, 2018, Public Hearing.**

MOTION BY: (Eilers) *Approve the Minutes from the August 23, 2018, Regular Meeting, the September 26, 2018, Special Meeting, and the September 27, 2018, Public Hearing. 8-0*

MOTION 2ND BY: (Perez)

AYES: Davis, Eilers, Forman, Lutzow, Neubauer, Perez, Shrout, and Wesley – 8

NOES: 0

EXCUSED: Lanier – 1

SCHEDULED ITEMS (CONTINUED):

3.	<p>Behavioral Health Division Abatement and 2019 Recommended Budget.</p> <p>Teig Whaley-Smith, Director, Department of Administrative Services</p> <p>Mr. Whaley-Smith provided background information on Milwaukee County’s overall 2019 Budget and the \$17.5 million operating budget gap the County is facing. The Behavioral Health Division (BHD) is the largest singular department of the County Budget. BHD makes up 19% of total Milwaukee County expenditures and 29% of total Milwaukee County operating tax levy.</p> <p>BHD’s reserves (Operational, Capital, and Wraparound) were discussed in detail, including future commitments and projected use of these funds. Mr. Whaley-Smith stated due to high reserve levels and recent surplus activity, the Milwaukee County 2019 Recommended Budget will include a \$2 million abatement from BHD’s operational reserve. The abatement will not impact expenditure authority pertaining to the budget recommended by the Mental Health Board. If the abatement causes BHD to deficit, BHD will need to draw from reserves to cover the deficit. Abatement and use of reserves will continue in future years until the BHD operational reserve is reduced to \$10 million.</p> <p>Questions and comments ensued at length.</p> <p>Mr. Whaley-Smith agreed to appear before the Mental Health Board quarterly to keep Board Members abreast of overall County matters that affect BHD.</p>
4.	<p>Administrative Update.</p> <p>Michael Lappen, Administrator, Behavioral Health Division</p> <p>Mr. Lappen highlighted key activities and issues related to BHD operations. He provided an update on the Universal Health Services Contract for inpatient psychiatric services by addressing questions posed by the Nurse’s Union. The goal is to turn the commonly asked questions into a Frequently Asked Questions (FAQ) sheet.</p> <p>Board Member Neubauer indicated she recently met with the Nurses Union in an attempt to address their concerns.</p> <p>Questions and comments ensued.</p>
5.	<p>Reserve Fund Policy.</p> <p>Jeanne Dorff, Fiscal Administrator, Department of Health and Human Services</p> <p>Ms. Dorff explained a provision of Act 203 requires at year end, any unexpended or unencumbered mental health budget funds be held by the Milwaukee County Treasurer in a mental health reserve fund. Once the fund reaches a \$10 million balance, any surplus amounts may be used for “any mental health function, program, or service in Milwaukee</p>

SCHEDULED ITEMS (CONTINUED):

	<p>County.” It also shifted authority for the building reserve fund to the Mental Health Board (MHB).</p> <p>The policy outlines the procedure for accessing the funds. The Behavioral Health Division (BHD) Administrator will submit a memorandum to the MHB’s Finance Committee requesting the release of funds. In the memo, BHD will outline the project(s) being funded, the amount being requested, justification as to why the project(s) are appropriate for reserve funds, and the anticipated impact on reserve funds.</p> <p>The Finance Committee will review the request and make a recommendation to the Board. If approved by the Board, BHD will submit a fund transfer to the Department of Administrative Services requesting an amendment to the current year budget.</p> <p>Questions and comments ensued.</p> <p>The Board was informed the Finance Committee unanimously agreed to recommend approval of the Reserve Fund Policy to the Board.</p> <p>MOTION BY: (Perez) Approve the Reserve Fund Policy. 9-0 MOTION 2ND BY: (Shrout) AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 9 NOES: 0</p>
6.	<p>Mental Health Board Finance Committee Professional Services Contracts Recommendations.</p> <p>Jennifer Bergersen, Chief Operations Officer, Behavioral Health Division</p> <ul style="list-style-type: none">• 2018 Contract Amendments<ul style="list-style-type: none">➤ AMN Healthcare, Inc. (dba Merritt Hawkins)➤ Aramark➤ Evaluation Research Services➤ Locum Tenens.com, LLC➤ Netsmart Technologies➤ New Resources Consulting (dba Clinical Path Consulting, LLC)➤ Robert Half International (dba Robert HalfTechnology)➤ U.S. Securities/Allied Universal <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. A detailed description was provided on all services the contracted agencies provide. A recommendation to approve would be for 2018 Contract Amendments.</p> <p>The Board was informed the Finance Committee unanimously agreed to recommend approval of the 2018 Professional Services Contract Amendments to the Board.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: <i>(Perez) Approve the 2018 Professional Services Contract Amendments Delineated in the Corresponding Report. 9-0</i></p> <p>MOTION 2ND BY: <i>(Shrout)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 9</p> <p>NOES: 0</p>
7.	<p>Mental Health Board Finance Committee Purchase-of-Service Contracts Recommendation.</p> <p>Amy Lorenz, Deputy Administrator, Community Access to Recovery Services, Behavioral Health Division (BHD) Brian McBride, Director, Children’s Community Services and Wraparound Milwaukee, BHD</p> <ul style="list-style-type: none"> • 2019 Contracts <p>Purchase-of-Service Contracts 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 contracts. A recommendation to approve would be for 2019 Contracts.</p> <p>The Board was informed the Finance Committee, at their meeting on September 13, 2018, recommended approval of the 2019 Contracts delineated in the corresponding report.</p> <p>Questions and comments ensued.</p> <p>Board Member Forman requested separate action be taken related to the Grand Avenue Club contract.</p> <p>Board Member Neubauer requested separate action be taken to consider the two Mental Health America WI contracts together.</p> <p>Vice-Chairwoman Perez requested separate action be taken on the United Community Center contract.</p> <p>MOTION BY: <i>(Perez) Approve the Grand Avenue Club, Inc., Contract Delineated the Corresponding Report Dated September 13, 2018. 6-0-3</i></p> <p>MOTION 2ND BY: <i>(Lanier)</i></p> <p>AYES: Davis, Lanier, Lutzow, Perez, Shrout, and Wesley - 6</p> <p>NOES: 0</p> <p>ABSTENTIONS: Eilers, Forman, and Neubauer – 3</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: <i>(Eilers) Approve Both Mental Health America of WI, Inc., Contracts Delineated the Corresponding Report Dated September 13, 2018. 8-0-1</i></p> <p>MOTION 2ND BY: <i>(Shrout)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Perez, Shrout, and Wesley - 8</p> <p>NOES: 0</p> <p>ABSTENTIONS: Neubauer – 1</p> <p>MOTION BY: <i>(Neubauer) Approve the United Community Center Contract Delineated the Corresponding Report Dated September 13, 2018. 8-0-1</i></p> <p>MOTION 2ND BY: <i>(Wesley)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Shrout and Wesley - 8</p> <p>NOES: 0</p> <p>ABSTENTIONS: Perez - 1</p> <p>MOTION BY: <i>(Eilers) Approve the Balance of Purchase-of-Service Contracts Delineated in the Corresponding Report Dated September 13, 2018. 9-0</i></p> <p>MOTION 2ND BY: <i>(Forman)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout and Wesley - 9</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p>
8.	<p>Mental Health Board Finance Committee Purchase-of-Service Contracts Recommendation.</p> <ul style="list-style-type: none"> • 2018 Contract Amendment • 2019 Contracts <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> <p>A recommendation to approve would be for a 2018 Contract Amendment and 2019 Contracts.</p> <p>An update was provided on Community Medical Services and progress with ongoing efforts related to converting the contract from Purchase-of-Service to Fee-for-Service.</p> <p>The Board was informed the Finance Committee unanimously agreed to recommend approval of the Purchase-of-Service Contract Amendment and 2019 Contracts delineated in the corresponding report to the Board.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: <i>(Perez) Approve the Purchase-of-Service Contracts Delineated in the Corresponding Report Dated October 16, 2018. 9-0</i></p> <p>MOTION 2ND BY: <i>(Shrout)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout and Wesley - 9</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p>
9.	<p>Mental Health Board Finance Committee Fee-for-Service Agreements Recommendation.</p> <p>Amy Lorenz, Deputy Administrator, Community Access to Recovery Services, BHD Brian McBride, Director, Children’s Community Services and Wraparound Milwaukee, BHD</p> <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 rehabilitation and support services to adults with mental health and/or substance use disorders and children with serious emotional disturbances.</p> <p>The Board was informed the Finance Committee unanimously agreed to recommend approval of Amendments to the 2018 Fee-for-Service Agreements delineated in the corresponding report to the Board.</p> <p>MOTION BY: <i>(Davis) Approve the Fee-for-Service Agreements Delineated in the Corresponding Report Dated September 13, 2018. 9-0</i></p> <p>MOTION 2ND BY: <i>(Perez)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout and Wesley - 9</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p>
10.	<p>Mental Health Board Finance Committee Fee-for-Service Agreements Recommendation.</p> <p>Amy Lorenz, Deputy Administrator, Community Access to Recovery Services, BHD Brian McBride, Director, Children’s Community Services and Wraparound Milwaukee, BHD</p> <p>The Board was informed the Finance Committee unanimously agreed to recommend approval of Amendments to the 2018 Fee-for-Service Agreements as well as 2019 Fee-for-Service Agreements delineated in the corresponding report to the Board.</p> <p>Board Member Eilers requested separate action be taken related to the MCFI dba Whole Health Medical contract.</p>

SCHEDULED ITEMS (CONTINUED):

	Board Member Neubauer requested separate action be taken related to the Mental Health America WI contract.
	Board Member Wesley requested separate action be taken on the Bracy Psychological Services and Stress Management contract.
MOTION BY:	<i>(Forman) Approve the MCFI dba Whole Health Medical Agreement Delineated the Corresponding Report Dated October 17, 2018. 8-0-1</i>
MOTION 2ND BY:	<i>(Neubauer)</i>
AYES:	Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley - 8
NOES:	0
ABSTENTIONS:	Eilers – 1
MOTION BY:	<i>(Davis) Approve the Mental Health America of WI, Inc., Agreement Delineated the Corresponding Report Dated October 17, 2018. 8-0-1</i>
MOTION 2ND BY:	<i>(Shrout)</i>
AYES:	Davis, Eilers, Forman, Lanier, Lutzow, Perez, Shrout, and Wesley - 8
NOES:	0
ABSTENTIONS:	Neubauer – 1
MOTION BY:	<i>(Davis) Approve the Bracy Psychological Services and Stress Management Agreement Delineated the Corresponding Report Dated September 13, 2018. 8-0-1</i>
MOTION 2ND BY:	<i>(Eilers)</i>
AYES:	Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, and Shrout - 8
NOES:	0
ABSTENTIONS:	Wesley - 1
MOTION BY:	<i>(Shrout) Approve the Balance of Fee-for-Service Agreements Delineated in the Corresponding Report Dated October 17, 2018. 9-0</i>
MOTION 2ND BY:	<i>(Forman)</i>
AYES:	Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout and Wesley - 9
NOES:	0
ABSTENTIONS:	0

SCHEDULED ITEMS (CONTINUED):

11.	<p>Mental Health Board Finance Committee Quarterly Update.</p> <p>Jeanne Dorff, Fiscal Administrator, Department of Health and Human Services</p> <p>Vice-Chairwoman Perez, Chairwoman of the Finance Committee, reviewed topics addressed at the Finance Committee’s quarterly meeting. She discussed the analysis of BHD’s reserve funds and policy, which was presented earlier in this meeting, the 2018 financial reporting package, and the Veteran Health Support Program, which was derived from an amendment submitted during the budget process.</p>
12.	<p>Mental Health Board Quality Committee Quarterly 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 analysis of the key performance indicator dashboard, the Community Access to Recovery Services customer satisfaction survey, the seclusion and restraint third quarter report, Temporary Assistance for Needy Families (TANF) Alcohol and Other Drug Abuse (AODA) Grant activities, the Centers for Medicare and Medicaid Services (CMS) survey, the hospital transfer waitlist, and the status of updated policies and procedures.</p> <p>Questions and comments ensued.</p>
13.	<p>Medical Executive Report and Credentialing and Privileging Recommendations.</p> <p>Dr. Shane Moisio, Medical Director, 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. 9-0</i></p> <p>MOTION 2ND BY: <i>(Shrout)</i></p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 9</p> <p>NOES: 0</p> <p>The Board convened into Closed Session at 9:48 a.m. to discuss Item 13 and reconvened back into Open Session at approximately 9:55 a.m. The roll was taken, and all Board</p>

SCHEDULED ITEMS (CONTINUED):

	<p>Members were present except for Board Member Shrout, who joined the meeting shortly thereafter.</p> <p>MOTION BY: (Eilers) Approve the Medical Staff Credentialing Report and Medical Executive Committee Recommendations. 8-1</p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Davis, Eilers, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 8</p> <p>NOES: Forman - 1</p>
14.	<p>Mental Health Board and Committee 2019 Tentative Meeting Schedule.</p> <p>A draft 2019 Mental Health Board (MHB) and Committee meeting schedule was provided to Board Members. Board Members suggested a rotation process related to locations used for Public Hearings. Board Members also recommended BHD work closely with Kane Communications to explore additional options for notifying the community of MHB Public Hearings.</p> <p>A final draft of the 2019 meeting schedule will be included in the December Board materials. Calendar invitations are forthcoming.</p>
15.	<p>Adjournment.</p> <p>MOTION BY: (Shrout) Adjourn. 9-0</p> <p>MOTION 2ND BY: (Forman)</p> <p>AYES: Davis, Eilers, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 9</p> <p>NOES: 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: 8:08 a.m. to 11:02 a.m.</p> <p>Adjourned,</p> <p>Jodi Mapp Senior Executive Assistant Milwaukee County Mental Health Board</p>

SCHEDULED ITEMS (CONTINUED):

**The next meeting for the Milwaukee County Mental Health Board will be on
Thursday, December 13, 2018, @ 8:00 a.m. at the
Zoofari Conference Center
9715 West Bluemound Road**

Visit the Milwaukee County Mental Health Board Web Page at:

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

The October 25, 2018, 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 Davis, Secretary
Milwaukee County Mental Health Board