

**Chairperson:** Kimberly Walker  
**Vice-Chairman:** Peter Carlson  
**Secretary:** Dr. Robert Chayer  
**Senior Executive Assistant:** Jodi Mapp, 257-5202

## MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, August 28, 2014 - 8:00 A.M.  
Milwaukee County Mental Health Complex Auditorium

### MINUTES

**PRESENT:** Peter Carlson, Robert Chayer, \*Ronald Diamond, Jon Lehrmann, Thomas Lutzow, Lyn Malofsky, Jeffrey Miller, \*Mary Neubauer, \*Maria Perez, Duncan Shrout, Kimberly Walker, Brenda Wesley, and Nathan Zeiger

\*Board Members Diamond, Neubauer, and Perez, were not present at the time the roll was called but appeared shortly thereafter.

#### SCHEDULED ITEMS:

1. Approval of the minutes from the July 17, 2014, Milwaukee County Mental Health Board meeting.

The minutes from the July 17, 2014, meeting were reviewed.

**MOTION BY:** *(Shrout) Approve the minutes from the July 17, 2014, Milwaukee County Mental Health Board meeting. 9-0*

**MOTION 2<sup>ND</sup> BY:** *(Lutzow)*

**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Shrout, Walker, Wesley, and Zeiger - 9

**NOES:** 0

**ABSTENTIONS:** 0

**EXCUSED:** Neubauer and Perez - 2

**A voice vote was taken on this item.**

2. 2015 Budget.

#### **APPEARANCES:**

Hector Colon, Director, Department of Health and Human Services (DHHS)  
Susan Gadacz, Deputy Administrator, Community Access to Recovery Services Division, Behavioral Health Division (BHD), DHHS  
Jim Kubicek, Deputy Administrator, BHD, DHHS  
Randy Oleszak, Fiscal Administrator, BHD, DHHS  
Paul Bargren, Corporation Counsel

Mr. Colon explained the Behavioral Health Division (BHD) started out with a \$5.7 million

**SCHEDULED ITEMS (CONTINUED):**

cost to continue challenge, which is related to cost of living adjustments, performance based merits, and pension and healthcare costs. The downsizing/closing of the long-term care unit, in addition to other units, also poses a challenge due to the fact that overhead costs continue. If BHD continues at its current location, it will be a significant challenge moving forward. The total overall budget for BHD is approximately \$183 million. This total is up approximately \$3.7 million from last year's budget, which was approximately \$179 million. The tax levy being presented is approximately \$62 million. The rest of the revenue within the Division consists of basic community aids, which are aids that come from the State, in addition to patient revenue and grants. These amounts make up BHD's total budget. Tax levy is being kept at \$62 million because raising it at this time would put the Division at a significant disadvantage for next year considering the continued cost of living increases and overhead challenges.

Mr. Colon acknowledged working closely with the County Executive in preparing this budget and the importance of the County Executive's commitment to behavioral health in Milwaukee County.

Mr. Colon went on to state it is felt that this budget addresses the Division's most pressing and immediate needs and moves toward a more person-centered, recovery- oriented, trauma informed, and culturally intelligent service delivery model. It also continues movement toward a community-based model of care.

Questions and comments ensued at length.

**MOTION BY:** (Lutzow) *Approve the 2015 Budget. 7-2-1*

**MOTION 2<sup>ND</sup> BY:** (Shrout)

**AYES:** Carlson, Chayer, Lutzow, Miller, Shrout, Walker, and Zeiger - 7

**NOES:** Neubauer and Wesley - 2

**ABSTENTIONS:** Malofsky - 1

**EXCUSED:** Perez - 1

**A voice vote was taken on this item.**

3. Second Quarter Financial Report.

**APPEARANCE:**

Randy Oleszak, Fiscal Administrator, Behavioral Health Division, Department of Health and Human Services

Mr. Oleszak provided an overview of the second quarter financial report highlighting key fiscal items related to inpatient and Community Access to Recovery Services. He discussed clinical staffing, overtime, State Plan Amendment Revenue, Hilltop downsizing, Community Recovery Services (CRS) billing, WRAP Crisis Revenue, and CCS billing implementation.

Mr. Oleszak reviewed the 2014 combined reporting fiscal results explaining the Profit and Loss (P&L) Summary; Revenue Summary; Expenditure Summary; non-controllable

**SCHEDULED ITEMS (CONTINUED):**

expenses including healthcare, pension, and cross charges; and full-time equivalency (FTE)/overtime expenditures.

Questions and comments ensued.

***The Board took no action regarding this item.***

4. Fund Transfer.

**APPEARANCES:**

Randy Oleszak, Fiscal Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS)

Jim Kubicek, Deputy Administrator, BHD, DHHS

Hector Colon, Director, DHHS

Mr. Oleszak indicated this fund transfer request is tax neutral, so it aligns what is seen in actual activity to differences seen in the budget with no tax levy consequence. The fund transfer requests to increase the budget authority by \$1.9 million. Without this transfer, the Controller's Office will assess the budget and compare it to what is actually spent. If the budget were exceeded, the Controller's Office would not pay any further bills on behalf of BHD.

The fund transfer is needed because the Hilltop census is higher than what was included in the budget as it is being phased out. Offsetting the \$1.9 million will be patient care revenue for Hilltop residents as well as the receipt of one-time Disproportionate Share Hospital revenue provided by the State.

Mr. Colon requested that the Board consider making fund transfers an administrative function.

**MOTION BY:** (Neubauer) Approve the Fund Transfer. 11-0

**MOTION 2<sup>ND</sup> BY:** (Miller)

**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, Wesley, and Zeiger - 11

**NOES:** 0

**ABSTENTIONS:** 0

**EXCUSED:** 0

**A voice vote was taken on this item.**

5. Federation of Nurses and Health Professionals Contract.

**APPEARANCE:**

Fred Bau, Senior Labor Relations Specialist, Department of Labor Relations

Mr. Bau stated the contract being presented to the Board is for employees who are represented by the Federation of Nurses and Health Professionals (FNHP) in

**SCHEDULED ITEMS (CONTINUED):**

organizational units that are under the control of the Mental Health Board. Employees who are FNHP members in other organizational units remain under the control of the Milwaukee County Board of Supervisors. This contract contains a 1% wage increase, which is what all County employees received in 2014. The wage increase will be effective as of April 13, 2014, and therefore, will be retroactive. The 1% wage increase is the only provision that is in the contract because under Act 10, base wages is the only provision negotiable.

**MOTION BY:** (Miller) *Approve the Federation of Nurses and Health Professionals Contract. 11-0*

**MOTION 2<sup>ND</sup> BY:** (Chayer)

**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, Wesley, and Zeiger - 11

**NOES:** 0

**ABSTENTIONS:** 0

**EXCUSED:** 0

**A voice vote was taken on this item.**

6. Community Advocates Contract.

**APPEARANCE:**

Susan Gadacz, Deputy Administrator, Community Access to Recovery Services Division, Behavioral Health Division, Department of Health and Human Services

Ms. Gadacz stated this contract is for administration of Milwaukee County Substance Abuse Prevention Coalition activities. Community Advocates has been the recipient of prevention grant funding from the County since 2013 to administer Coalition activities. The Coalition is a consortium of over forty substance abuse agencies and other organizations throughout the community that have an interest in improving the quality of lives by preventing the harmful consequences of substance use and abuse. The requested amount increases the overall contract from its current base of \$500,000 to \$571,700. The increase specifically targets additional evidence-based substance abuse prevention programming geared toward high-risk parents and youth. It also provides universal substance abuse prevention interventions targeting specific drugs through public service announcements and other evidence-based universal strategies.

**MOTION BY:** (Lutzow) *Approve the Community Advocates Contract. 10-0-1*

**MOTION 2<sup>ND</sup> BY:** (Carlson)

**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Perez, Shrout, Walker, Wesley, and Zeiger - 10

**NOES:** 0

**ABSTENTIONS:** Neubauer - 1

**EXCUSED:** 0

**A voice vote was taken on this item.**

**SCHEDULED ITEMS (CONTINUED):**

7. Contract with Rogers Memorial Hospital for Indigent Care.

**APPEARANCES:**

Jim Kubicek, Deputy Administrator, Behavioral Health Division, Department of Health and Human Services (DHHS)  
Hector Colon, Director, DHHS

Mr. Kubicek stated this is a fee-for-service contract specifically targeting indigent individuals who go to the emergency room and are determined to require admission to an inpatient facility. The contract will be enacted at the time it is determined the Behavioral Health Division (BHD) is approaching capacity. This is done to maintain patient flow through the behavioral health system. BHD transfers approximately 1,300 individuals annually to the private health system. This agreement will only apply to direct transfers from BHD to Rogers.

Questions and comments ensued.

**MOTION BY:** (Shrout) Approve the Rogers Hospital Contract. 10-0-1

**MOTION 2<sup>ND</sup> BY:** (Chayer)

**AYES:** Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, Wesley, and Zeiger - 10

**NOES:** 0

**ABSTENTIONS:** Carlson - 1

**EXCUSED:** 0

**A voice vote was taken on this item.**

8. Member Expectations.

**APPEARANCE:**

Kathie Eilers, Transition Liaison, Behavioral Health Division, Department of Health and Human Services

Madame Chair explained that this item was previously before the Board during the July meeting cycle and was laid over to the August meeting. It was important that the Board have time to review the member expectations thoroughly.

Ms. Eilers informed the Board the drafting of this document was a joint collaboration between her and the County Executive's Office and based on Best Practices for Boards and Directors.

**MOTION BY:** (Miller) Approve the Member Expectations. 11-0

**MOTION 2<sup>ND</sup> BY:** (Perez)

**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, Wesley, and Zeiger - 11

**NOES:** 0

**ABSTENTIONS:** 0

**EXCUSED:** 0

**SCHEDULED ITEMS (CONTINUED):**

A voice vote was taken on this item.

***Pursuant to Wisconsin Statutes Section 19.85(1)(c), the Board may adjourn into Closed Session 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):***

9. Medical Executive Report and Credentialing and Privileging recommendations.

**APPEARANCES:**

Dr. John Schneider, Executive Medical Director, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS)  
Lora Dooley, Director of Medical Staff Services, BHD, DHHS  
Dr. Clarence Chou, Chairman, Credentialing and Privileging Review Committee, BHD, DHHS

Dr. Schneider provided an overview and background information on medical staff leadership and governance to help educate the Board and establish the relationship between the medical staff organization and the governing board. Within the overview, Dr. Schneider detailed the basis of relationships between a medical staff and governing board, good leadership practices in healthcare, Joint Commission leadership standards, the mission and goals of the medical staff organization, the relationship between licensed independent practitioners and the organization's leadership, and high-functioning team characteristics.

Ms. Dooley explained credentialing and privileging, credentialing application content and verification scope, and responsibilities and accountabilities of the medical staff organization.

Dr. Chou discussed peer review tools including comprehensive framework for evaluating patient care and medical knowledge, communication skills and professionalism, systems based practice, corrective action, and corrective action requiring Medical Executive Committee approval.

Questions and comments ensued.

***MOTION BY: (Carlson) 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 they relate to Item #9. 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. 11-0***

**SCHEDULED ITEMS (CONTINUED):**

**MOTION 2<sup>ND</sup> BY:** *(Perez)*  
**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, Wesley, and Zeiger - 11  
**NOES:** 0  
**ABSTENTIONS:** 0  
**EXCUSED:** 0

The Committee convened into Closed Session at 10:30 a.m. and reconvened back into open session at approximately 11:20 a.m. The roll call was taken and all Board Members were present.

Board Member Neubauer requested separate action be taken related to Elaine Sorem's credentialing.

**MOTION BY:** *(Carlson) Approve Elaine Sorem's Credentialing. 10-0-1*

**MOTION 2<sup>ND</sup> BY:** *(Perez)*  
**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Perez, Shrout, Walker, Wesley, and Zeiger - 10  
**NOES:** 0  
**ABSTENTIONS:** Neubauer - 1  
**EXCUSED:** 0

**MOTION BY:** *(Carlson) Approve the Balance of the Medical Staff Credentialing Report and Executive Committee Recommendations. 11-0*

**MOTION 2<sup>ND</sup> BY:** *(Perez)*  
**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, Wesley, and Zeiger - 11  
**NOES:** 0  
**ABSTENTIONS:** 0  
**EXCUSED:** 0

**Voice votes were taken on this item.**

10. Adjournment.

**MOTION BY:** *(Neubauer) Adjourn. 11-0*  
**MOTION 2<sup>ND</sup> BY:** *(Perez)*  
**AYES:** Carlson, Chayer, Lutzow, Malofsky, Miller, Neubauer, Perez, Shrout, Walker, Wesley, and Zeiger - 11  
**NOES:** 0  
**ABSTENTIONS:** 0  
**EXCUSED:** 0

**SCHEDULED ITEMS (CONTINUED):**

**STAFF PRESENT:**

Hector Colon, Director, Department of Health and Human Services (DHHS)  
Jim Kubicek, Deputy Administrator, BHD, DHHS  
Susan Gadacz, Deputy Administrator, Community Access to Recovery Services Division, BHD, DHHS  
Randy Oleszak, Fiscal Administrator, BHD, DHHS  
Paul Bargren, Corporation Counsel  
Fred Bau, Senior Labor Relations Specialist, Department of Labor Relations  
Kathie Eilers, Transitional Liaison, BHD DHHS  
Dr. John Schneider, Executive Medical Director, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS)  
Lora Dooley, Medical Staff Administrative Coordinator, BHD, DHHS  
Dr. Clarence Chou, Medical Director, Child and Adolescent Services, BHD, DHHS

Length of meeting: 8:10 a.m. to 11:27 a.m.

Adjourned,

***Jodi Mapp***


Senior Executive Assistant  
Milwaukee County Mental Health Board

**\*There will be a Special Meeting of the Milwaukee County Mental Health Board on Tuesday, September 23, 2014, from 10:00 a.m. – 12:00 p.m. on Milwaukee County Mental Health Inpatient Capacity. Public comment and testimony is welcome.**

**DEADLINE FOR THE MILWAUKEE COUNTY MENTAL HEALTH BOARD:  
The next regular meeting for the Milwaukee County Mental Health Board is  
Thursday, October 23, 2014 @ 8:00 a.m.**

All items for the agenda must be in Ms. Mapp's possession by the end of the business day on **Monday, September 29, 2014.**

The August 28, 2014, 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.

  
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Dr. Robert Chayer, Secretary  
Milwaukee County Mental Health Board

Milwaukee County Mental Health Board  
August 28, 2014