

Chairperson: Thomas Lutzow
Senior Executive Assistant: Jodi Mapp, 257-5202

**MILWAUKEE COUNTY MENTAL HEALTH BOARD
FINANCE COMMITTEE**

Thursday, February 22, 2018 - 7:00 A.M.
Zoofari Conference Center
9715 West Bluemound Road

MINUTES

PRESENT: Thomas Lutzow, Michael Davis, and Maria Perez
EXCUSED: Jon Lehrmann

SCHEDULED ITEMS:

1. **Welcome.**
Chairman Lutzow welcomed everyone to the February 22, 2018, Mental Health Board Finance Committee meeting.

2. **Mental Health Board Finance Committee Professional Services Contracts Recommendations.**

- 2017 Contract Amendments
 - University of Wisconsin – Milwaukee
 - Netsmart
- 2018 Contract
 - West Allis Crisis Assessment Response Team

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. Background information was provided on services the contracted agencies provide, which include program evaluation, information technology, and crisis services. Approvals are for a 2018 Contract and Amendments to 2017 Contracts.

An update was provided on Netsmart’s contract and progress with ongoing efforts related to Electronic Medical Record Optimization.

The Finance Committee unanimously agreed to recommend approval of the 2018 Professional Services Contract and 2017 Contract Amendments delineated in the corresponding report to the full Board.

SCHEDULED ITEMS (CONTINUED):

3.	<p>Mental Health Board Finance Committee Purchase-of-Service Contracts Recommendation.</p> <ul style="list-style-type: none">• 2017 Contract Amendments• 2018 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. Approvals are for 2018 Contracts and Amendments to 2017 Contracts.</p> <p>The Request for Proposals process for Family Engagement and Advocacy Services and the appeal filed as a result were explained.</p> <p>Questions and comments ensued.</p> <p>The Finance Committee unanimously agreed to recommend approval of the 2018 Purchase-of-Service Contracts and 2017 Contract Amendments delineated in the corresponding report to the full Board.</p>
4.	<p>Mental Health Board Finance Committee Fee-for-Service Agreements Recommendation.</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 Finance Committee unanimously agreed to recommend approval of the Fee-for-Service Agreements delineated in the corresponding report to the full Board.</p>
5.	<p>State of Wisconsin Contracts for Social Services and Community Programs Recommendation.</p> <ul style="list-style-type: none">• 2017 Contract Amendments• 2018 Contracts <p>State Contracts for Social Services and Community Programs, also referred to as Community Aids, provide State and Federal funding for County services to persons with mental illness, disabilities, and substance abuse problems and to juvenile delinquents and their families as mandated by State and/or Federal law. Approvals are for 2018 Contracts and Amendments to 2017 Contracts.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>The Finance Committee unanimously recommended approval of 2018 Social Services and Community Programs Contracts and 2017 Contract Amendments to the full Board.</p>
6.	<p>Proposed Employee Severance and Retention Packages.</p> <p>This item was initially intended to be an action item requesting reserve funds be used for employee severance and retention packages in anticipation of moving forward with the outsource of in-patient hospital services. The packages, once implemented, will help assure staff incentives are in place to encourage employees to stay. The plans for the packages are currently being drafted but await a confirmed timeline. A detailed plan will be presented at an upcoming Board meeting. The packages will be for specific staff impacted by the outsource. This includes individuals whose jobs would be eliminated due to the contract with an acute provider. The plan proposes a minimum and a maximum number weeks.</p> <p>Severance has been targeted at a minimum of four weeks and a maximum of eight weeks with staff basically earning a week of severance per year of service up to eight weeks. Severance would be higher for leadership positions, knowing some of those positions will be more challenging for individuals to find equivalent employment. In those particular cases, the plan would be based on a week of severance per year of service with a minimum of eight weeks and a maximum of sixteen weeks. There is still a lot of work to do to identify who will be impacted. Staff impacted will get severance to aid in the transition as they look for new jobs.</p> <p>The retention piece is proving to be more challenging for Human Resources (HR). In order to most easily account for a retention package for staff, it needs to be implemented in the form of a bonus over a fixed period. Federal Legal Standard Act (FLSA) rules, which apply, are very particular as to how the package must be calculated. The calculation of that incentive period begins once the plan is finalized and presented.</p> <p>The retention package, depending on the timeline, would be two bonus payments payable in approximately 2020 and 2021. The bonus would be approximately twenty percent based on the gross salary of employees affected split over two payments. There is still a lot of work to do to identify who will be eligible. The purpose of retention is to keep key clinical staff employed until the Behavioral Health Division (BHD) is no longer running a hospital.</p> <p>Another key factor depends on negotiations with Universal Health Services (UHS) and their willingness to partner with BHD and its employees in that UHS may hire BHD employees before their work at the Mental Health Complex ends. Some individuals may not be interested in the County's retention and severance packages because an incentive more beneficial may be offered by UHS.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>A workgroup was formed, met regularly, and created two near-final drafts of both the severance agreement and the retention agreement. Once negotiations are further along, the packages can be implemented.</p> <p>Once a plan is in place and the agreements are submitted as final, the Administrator will do a Town Hall Meetings tour of the inpatient units to talk directly to the individuals who will be impacted by severance and retention ensuring employees' questions are answered. The Chief Nursing Officer and an HR representative will participate. Most inpatient staff have a hard time attending regular Town Hall Meetings due to their shifts. The goal is to make employees feel confident that there will be a benefit to staying with BHD.</p>
7.	<p>Adjournment.</p> <p>Chairman Lutzow ordered the meeting adjourned.</p>
<p>This meeting was recorded. 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: 7:08 a.m. to 7:50 a.m.</p> <p>Adjourned,</p> <p>Jodi Mapp Senior Executive Assistant Milwaukee County Mental Health Board</p>	
<p style="text-align: center;">The next regular meeting of the Milwaukee County Mental Health Board Finance Committee is Thursday, March 29, 2018, at 1:30 p.m. at the Milwaukee County Mental Health Complex Conference Room 1045</p> <p style="text-align: center;">Visit the Milwaukee County Mental Health Board Web Page at:</p> <p style="text-align: center;">http://county.milwaukee.gov/BehavioralHealthDivi7762/Mental-Health-Board.htm</p>	