

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

MILWAUKEE COUNTY MENTAL HEALTH BOARD

Thursday, February 22, 2018 - 8:00 A.M.

Zoofari Conference Center
9715 West Bluemound Road

MINUTES

PRESENT: Robert Chayer, *Robert Curry, Michael Davis, Ronald Diamond, Rachel Forman, *Walter Lanier, Thomas Lutzow, Mary Neubauer, Maria Perez, Duncan ShROUT, and Brenda Wesley

EXCUSED: Jon Lehrmann

*Board Members Robert Curry and Walter Lanier were 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 ShROUT welcomed Board Members and the audience to the meeting. Board Member Chayer was recognized for his long-term service and commitment to the Board as Board Secretary since its inception, and it was announced this would be Board Member Diamond's last Board meeting. Board Member Diamond provided brief comments. He was thanked for his service.

2. **Election of Board Officers – Chair, Vice-Chair, and Secretary.**

Chairman ShROUT outlined the election process.

Chairman ShROUT nominated Board Member Thomas Lutzow for Chairman of the Milwaukee County Mental Health Board.

Board Member Lutzow accepted the nomination. No other nominations for Chairman were made.

SCHEDULED ITEMS (CONTINUED):

MOTION BY: *(Perez) Vote Thomas Lutzow Chairman of the Milwaukee County Mental Health Board. 8-0-2*
MOTION 2ND BY: *(Wesley)*
AYES: Chayer, Davis, Forman, Lutzow, Neubauer, Perez, Shrout, and Wesley - 8
NOES: 0
ABSTENTIONS: 0
EXCUSED: Curry and Lanier - 2

Immediately following the election of the Chairman, Board Member Lutzow assumed his role as Chairman and facilitated the balance of the meeting.

Board Member Shrout nominated Board Member Maria Perez for Vice-Chair of the Milwaukee County Mental Health Board.

Board Member Perez accepted the nomination. No other nominations for Vice-Chair were made.

MOTION BY: *(Neubauer) Vote Maria Perez Vice-Chair of the Milwaukee County Mental Health Board. 8-0-2*
MOTION 2ND BY: *(Forman)*
AYES: Chayer, Davis, Forman, Lutzow, Neubauer, Perez, Shrout, and Wesley - 8
NOES: 0
ABSTENTIONS: 0
EXCUSED: Curry and Lanier - 2

Board Member Shrout nominated Board Member Michael Davis for Secretary of the Milwaukee County Mental Health Board.

Board Member Davis accepted the nomination. No other nominations for Secretary were made.

MOTION BY: *(Shrout) Vote Michael Davis Secretary of the Milwaukee County Mental Health Board. 8-0-2*
MOTION 2ND BY: *(Wesley)*
AYES: Chayer, Davis, Forman, Lutzow, Neubauer, Perez, Shrout, and Wesley - 8
NOES: 0
ABSTENTIONS: 0
EXCUSED: Curry and Lanier - 2

Chairman Lutzow greeted Board Members and the audience as the newly elected Chairman of the Board. Following the past practice of the Board's previous Chairman, Chairman Lutzow asked audience members to introduce themselves.

SCHEDULED ITEMS (CONTINUED):

3.	<p>Legacy Costs and Their Impact on the Mental Health Board's Statutory Obligation to Fund Institutional and Community Mental Health Services.</p> <p>Teig Whaley-Smith, Director, Department of Administrative Services</p> <p>Mr. Whaley-Smith explained in 2000, our pension contribution as a County was approximately \$800,000. As of 2018, that number has risen to \$72 million, with a projection of \$100 million if circumstances remain status quo. Different mechanisms have been deployed to help with the enormous liability. This impacts departments county-wide. It also has an impact on tax levy resources available to the Mental Health Board in fulfilling its statutory duties. There are things done through the County's overall budget to mitigate the effects, which Mr. Whaley-Smith described in detail.</p> <p>Additional resources will be needed to address the problem. From approximately 2008 through 2015, the State has received \$400,000 million per year while the County has received \$100,000 million less per year. A shift is needed in order for Milwaukee County to be able to continue to provide statutory services. Without additional revenue to offset costs, every single department's allocated property tax levy will decline every year going forward.</p> <p>Mr. Whaley-Smith described next steps as drafting long-term projections and creating a plan to stabilize services throughout Milwaukee County.</p> <p>Questions and comments ensued.</p>
4.	<p>Approval of the Minutes from the December 14, 2017, and January 25, 2018, Milwaukee County Mental Health Board Meetings.</p> <p>Board Member Neubauer requested the December 4, 2017, meeting minutes' typographical error in the first paragraph on Page 3, Item 6, be corrected to reflect the word "negotiation" as opposed to "negation."</p> <p>MOTION BY: (Shrout) Approve the Minutes AS CORRECTED from the December 14, 2017, Milwaukee County Mental Health Board Meeting. 10-0</p> <p>MOTION 2ND BY: (Perez)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: (Shrout) Approve the Minutes from the January 25, 2018, Milwaukee County Mental Health Board Meeting. 10-0</p> <p>MOTION 2ND BY: (Perez)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
5.	<p>Board Positions Update.</p> <p>Evans Gant, Director of Community Relations, County Executive’s Office</p> <p>Mr. Gant stated he recently received Board Member recommendations from the County Board Chairman related to the University of Wisconsin-Madison representative seat, soon to be vacated by Board Member Diamond, and the Mental Health Nurse representative seat vacated by Dr. Jeffrey Miller.</p> <p>Onboarding of new Board Members was discussed.</p>
6.	<p>Local Public/Private Partnership and National Entity Partnership Joint Task Force Request for Authorization to Begin Negotiations with Universal Health Services.</p> <p>Board Member Shrout explained at the January 4, 2018, meeting of the Joint Task Force, a motion was unanimously approved to move negotiations forward with Universal Health Services to provide acute inpatient care.</p> <p>Mr. Lappen referenced an excerpt from a plan/study titled “A New Management System for Mental Health Services in Milwaukee County” dated 1973 where a taskforce was chartered with the same charge of the Mental Health Board’s Joint Task Force.</p> <p>MOTION BY: (Neubauer) Approve the Local Public/Private Partnership and National Entity Partnership Joint Task Force’s Recommendation that the Behavioral Health Division Proceed with Negotiations with Universal Health Services (UHS) and Provide UHS with a Letter of Exclusivity Regarding Said Negotiations. 10-0</p> <p>MOTION 2ND BY: (Shrout)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>

SCHEDULED ITEMS (CONTINUED):

	<p>Board Member Neubauer stated the Local Public/Private Partnership and National Entity Partnership Joint Task Force, convened originally on November 30, 2015, has now completed their directive to conduct a due diligence review and identify a vendor for the outsourcing of Acute Psychiatric Services.</p> <p>MOTION BY: (Neubauer) <i>Sunset the Local Public/Private Partnership and National Entity Partnership Joint Task Force as of February 22, 2018, Originally Convened on November 30, 2015, Based on Completion of Duties and Fulfilling their Charge. 10-0</i></p> <p>MOTION 2ND BY: (Shrout)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
7.	<p>Proposed Employee Severance and Retention Packages.</p> <p>Michael Lappen, Administrator, Behavioral Health Division</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>

SCHEDULED ITEMS (CONTINUED):

	<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> <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>
8.	<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 updates on BHD's collaborations with the Milwaukee Health Care Partnership for Crisis Services Redesign and the MacArthur Foundation's Safety and Justice Challenge for the Criminal Justice Post Booking Stabilization Program. Mr. Lappen referenced the Kane Communications Update attached to the corresponding report.</p> <p>Questions and comments ensued.</p>
9.	<p>The Behavioral Health Division's Funding Allocations and Program Efficiencies Report for Mental Health Programs in Compliance with Chapter 51 of Wisconsin Statutes.</p> <p>Michael Lappen, Administrator, Behavioral Health Division</p> <p>Mr. Lappen explained the Funding Allocations and Program Efficiencies for Mental Health Programs report, in compliance with Chapter 51 of Wisconsin Statutes, is a statutory obligation and required on an annual basis. It includes a description of the funding</p>

SCHEDULED ITEMS (CONTINUED):

	<p>allocations for mental health functions; services; and programs; as well as describes improvements and efficiencies in these areas, and is an overall summary of 2017 activities.</p> <p>The report will be forwarded to the County Board, the County Executive, and the State Department of Health and Human Services.</p> <p>Questions and comments ensued.</p>
10.	<p>Mental Health Board Finance Committee Professional Services Contracts Recommendations.</p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</p> <ul style="list-style-type: none">• 2017 Contract Amendments<ul style="list-style-type: none">➢ University of Wisconsin – Milwaukee➢ Netsmart• 2018 Contract<ul style="list-style-type: none">➢ West Allis Crisis Assessment Response Team <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. Mr. Buesing provided background information 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.</p> <p>An update was provided on Netsmart’s contract and progress with ongoing efforts related to Electronic Medical Record Optimization.</p> <p>The Finance Committee unanimously agreed to recommend approval of the 2018 Professional Services Contract and 2017 Contract Amendments to the full Board.</p> <p>MOTION BY: (Perez) Approve the 2018 Professional Services Contract and 2017 Contract Amendments as Delineated in the Corresponding Report. 10-0</p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>

SCHEDULED ITEMS (CONTINUED):

11.	<p>Mental Health Board Finance Committee Purchase-of-Service Contracts Recommendation.</p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</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. Mr. Buesing provided an overview 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 to the full Board.</p> <p>MOTION BY: (Perez) <i>Approve the 2018 Purchase-of-Service Contracts and 2017 Contract Amendments as Delineated in the Corresponding Report. 10-0</i></p> <p>MOTION 2ND BY: (Davis)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shroul, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
12.	<p>Mental Health Board Finance Committee Fee-for-Service Agreements Recommendation.</p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</p> <p>Fee-for-Service Agreements for the Provision of Adult and Child Mental Health Services and Substance Use Disorder Services were reviewed. Mr. Buesing provided an overview 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 to the full Board.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: (Davis) Approve the Fee-for-Service Agreements as Delineated in the Corresponding Report. 10-0</p> <p>MOTION 2ND BY: (Perez)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
13.	<p>State of Wisconsin Contracts for Social Services and Community Programs Recommendation.</p> <p>Dennis Buesing, Contract Administrator, Department of Health and Human Services</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> <p>The Finance Committee unanimously recommended approval of 2018 Social Services and Community Programs Contracts and 2017 Contract Amendments to the full Board.</p> <p>MOTION BY: (Perez) Approve the 2018 State Contracts for Social Services and Community Programs 2017 Contract Amendments as Delineated in the Corresponding Report. 9-0-1</p> <p>MOTION 2ND BY: (Davis)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lutzow, Neubauer, Perez, Shrout, and Wesley – 9</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: Lanier - 1</p>
14.	<p>Medical Staff Organization Governing Body’s Proposed Changes to its Rules and Regulations.</p> <p>Dr. Clarence Chou, President, Medical Staff Organization, Behavioral Health Division</p> <p>Dr. Chou provided a summary of notable changes proposed to the Medical Staff Organization Rules and Regulations.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>MOTION BY: (Shrout) Approve the Behavioral Health Division Medical Staff Organization Rules and Regulations as Amended. 10-0</p> <p>MOTION 2ND BY: (Forman)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>
15.	<p>Medical Executive Report and Credentialing and Privileging Recommendations.</p> <p>Dr. Clarence Chou, President, Medical Staff Organization, Behavioral Health Division</p> <p>Dr. Chou provided a summary of the Medical Executive Committee recommendations related to medical staff credentialing.</p> <p>MOTION BY: (Shrout) 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 15. 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. 10-0</p> <p>MOTION 2ND BY: (Davis)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p> <p>The Board convened into Closed Session at 9:45 a.m. to discuss Item 15 and reconvened back into Open Session at approximately 10:05 a.m. The roll was taken, and all Board Members were present.</p> <p>MOTION BY: (Perez) Approve the Medical Staff Credentialing Report and Medical Executive Committee Recommendations. 10-0</p> <p>MOTION 2ND BY: (Neubauer)</p> <p>AYES: Chayer, Curry, Davis, Forman, Lanier, Lutzow, Neubauer, Perez, Shrout, and Wesley – 10</p> <p>NOES: 0</p> <p>ABSTENTIONS: 0</p> <p>EXCUSED: 0</p>

SCHEDULED ITEMS (CONTINUED):

16. **Adjournment.**

Chairman Lutzow announced Board Members will be receiving assignments to repopulate Committees where vacancies exist.

MOTION BY: (Shrout) Adjourn. 9-0-1
MOTION 2ND BY: (Chayer)
AYES: Chayer, Curry, Davis, Forman, Lutzow, Neubauer, Perez, Shrout, and Wesley - 9
NOES: 0
EXCUSED: Lanier - 1

ADDENDUM ITEM

17. **Assembly Bill 939 Provisions.**

Board Member Shrout addressed changes in the Bill that directly affect the Board, including the elimination of the Board of Trustees requirement, protocol for filling vacant Board seats, and protocol for removal of the Behavioral Health Division Administrator from Office. Board Member Shrout and Chairman Lutzow expressed concern related to the latter of the three and indicated it will require some discussion with the Acting Director of the Department of Health and Human Services and the County Executive.

Questions and comments ensued.

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: 8:04 a.m. to 10:33 a.m.

Adjourned,

Jodi Mapp

Senior Executive Assistant
Milwaukee County Mental Health Board

**The next meeting for the Milwaukee County Mental Health Board will be on
Thursday, March 22, 2018, @ 4:30 p.m. at the
Washington Park Senior Center
4420 West Vliet Street**

SCHEDULED ITEMS (CONTINUED):

**PUBLIC COMMENT WILL BE HEARD ON
THE 2019 BUDGET**

Visit the Milwaukee County Mental Health Board Web Page at:

<http://county.milwaukee.gov/BehavioralHealthDivi7762/Mental-Health-Board.htm>

The February 22, 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