

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

**MILWAUKEE COUNTY MENTAL HEALTH BOARD**

**Thursday, April 23, 2015 - 8:00 A.M.**  
**Milwaukee County Mental Health Complex Auditorium**

**MINUTES**

**PRESENT:** \*Peter Carlson, Robert Chayer, Ronald Diamond, Rochelle Landingham, Thomas Lutzow, Lyn Malofsky, \*Mary Neubauer, Maria Perez, Duncan Shrout, Kimberly Walker, and Brenda Wesley

**EXCUSED:** Jon Lehmann and Jeffrey Miller

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

**SCHEDULED ITEMS:**

1.	<p>Approval of the Minutes from the February 26, 2015, Milwaukee County Mental Health Board Meeting.</p> <p>The minutes from the February 26, 2015, meeting were reviewed.</p> <p><b>MOTION BY:</b> (Shrout) Approve the minutes from the February 26, 2015, Milwaukee County Mental Health Board meeting. 8-0</p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Perez)</p> <p><b>AYES:</b> Chayer, Landingham, Lutzow, Malofsky, Perez, Shrout, Walker, and Wesley - 8</p> <p><b>NOES:</b> 0</p> <p><b>ABSTENTIONS:</b> 0</p> <p><b>EXCUSED:</b> Carlson and Neubauer – 2</p> <p style="text-align: center;"><b>A voice vote was taken on this item.</b></p>
2.	<p>State Audit Briefing and 2015 – 2017 Governor’s Proposed Budget’s Impact on the Behavioral Health Division’s Programs and Services.</p> <p><b>APPEARANCES:</b> Tom Engels, Deputy Secretary, Wisconsin Department of Health Services (DHS) Patrick Cork, Administrator, Division of Mental Health and Substance Abuse Services, DHS Hector Colon, Director, Milwaukee County Department of Health and Human Services</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p>The State presented its report, which recommended changes to mental health service delivery in Milwaukee County. A brief overview was given of the Act 203 Audit conducted on Operational and Programmatic, Inpatient and Crisis, and Community Based Services.</p> <p>Changes were recommended in the areas of Emergency Detention, Crisis Assessment, Community Programs, and reforms to reduce inpatient stays.</p> <p>The report on the Governor's proposed budget explained its impact on emergency detentions, Badger Care for childless adults, disproportionate share hospital payments, State mental health allocation, Institution for Mental Disease (IMD) and community placement funding, residential substance abuse services, and family care.</p> <p>Questions and comments ensued.</p> <p><b><i>The Board took no action regarding this informational item.</i></b></p>
3.	<p>Contract Approval.</p> <ul style="list-style-type: none"><li>• 2015 Community Advocates Purchase of Service Contract Supported by Prevention Funds from the Bureau of Milwaukee Child Welfare</li><li>• 2015 Community Advocates Purchase of Service Contract Amendment Inclusive of 2014 Unspent Funds from the Partnership for Success Grant</li><li>• 2015 Genesis Behavioral Health Purchase of Service Contract</li></ul> <p><b>APPEARANCE:</b> Amy Lorenz, Director, Community Access to Recovery Services, Behavioral Health Division, Department of Health and Human Services</p> <p>Chairwoman Walker explained the new contract agenda item format and process the Board will adhere to.</p> <p>Ms. Lorenz provided an overview of the contracts and services covered.</p> <p><b>MOTION BY:</b> (Lutzow) Approve the 2015 Community Advocates Purchase of Service Contract Supported by Prevention Funds from the Bureau of Milwaukee Child Welfare. 8-0-2</p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Perez)</p> <p><b>AYES:</b> Carlson, Chayer, Landingham, Lutzow, Malofsky, Perez, Shrout, and Wesley - 8</p> <p><b>NOES:</b> 0</p> <p><b>ABSTENTIONS:</b> Neubauer and Walker - 2</p> <p><b>EXCUSED:</b> 0</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p><b>MOTION BY:</b> (Lutzow) <i>Approve the 2015 Community Advocates Purchase of Service Contract Amendment Inclusive of 2014 Unspent Funds from the Partnership for Success Grant. 8-0-2</i></p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Perez)</p> <p><b>AYES:</b> Carlson, Chayer, Landingham, Lutzow, Malofsky, Perez, Shrout, and Wesley - 8</p> <p><b>NOES:</b> 0</p> <p><b>ABSTENTIONS:</b> Neubauer and Walker - 2</p> <p><b>EXCUSED:</b> 0</p> <p><b>MOTION BY:</b> (Lutzow) <i>Approve the 2015 Genesis Behavioral Health Purchase of Service Contract. 10-0</i></p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Perez)</p> <p><b>AYES:</b> Carlson, Chayer, Landingham, Lutzow, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 10</p> <p><b>NOES:</b> 0</p> <p><b>ABSTENTIONS:</b> 0</p> <p><b>EXCUSED:</b> 0</p> <p style="text-align: center;"><b>A voice vote was taken on this item.</b></p>
4.	<p>Behavioral Health Division Annual Risk Management Report.</p> <p><b>APPEARANCES:</b> Amy Pechacek, Director, Risk Management Division, Department of Administrative Services (DAS) Paul Schwegel, Claims and Safety Manager, Risk Management Division, DAS Patricia Schroeder, Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS) Amy Lorenz, Director, Community Access to Recovery Services, BHD, DHHS Dr. John Schneider, Chief Medical Officer, BHD, DHHS</p> <p>Ms. Pechacek presented a five-year analysis and recommendations for BHD's workers' compensation claims and current Family Medical Leave Act (FML) usage. She reviewed claim frequency, the claim financial summary, claim severity, top claim accident types, and monthly claim distribution by occurrence.</p> <p>Mr. Schwegel explained the Experience Modification Factor.</p> <p>Ms. Pechacek continued discussions describing loss control initiatives, FML and its impact, and what can be done moving forward.</p> <p>Questions and comments ensued.</p> <p><b><i>The Board took no action regarding this informational item.</i></b></p>

**SCHEDULED ITEMS (CONTINUED):**

5.	<p>Medical Staff Rules and Regulations Amendment.</p> <p><b>APPEARANCE:</b> Dr. Clarence Chou, Medical Staff President, Behavioral Health Division, Department of Health and Human Services</p> <p>Dr. Chou provided a summary of notable changes proposed to the Medical Staff Organization Rules and Regulations.</p> <p><b>MOTION BY:</b> (Chayer) Approve the Medical Staff Rules and Regulations Amendment. 10-0</p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Neubauer)</p> <p><b>AYES:</b> Carlson, Chayer, Landingham, Lutzow, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 10</p> <p><b>NOES:</b> 0</p> <p><b>ABSTENTIONS:</b> 0</p> <p><b>EXCUSED:</b> 0</p> <p style="text-align: center;"><b>A voice vote was taken on this item.</b></p>
6.	<p>New Behavioral Health Division Facility Administrative Committee Update.</p> <p><b>APPEARANCES:</b> Hector Colon, Director, Department of Health and Human Services (DHHS) Teig Whaley-Smith, Director, Department of Administrative Services Patricia Schroeder, Administrator, Behavioral Health Division, DHHS Colleen Foley, Deputy, Corporation Counsel</p> <p>Mr. Colon opened this item up for discussion by emphasizing the importance of the work performed by the New Behavioral Health Division (BHD) Facility Administrative Committee.</p> <p>Mr. Whaley-Smith stated the BHD facility project planning process is a mix of the fiscal analysis and comparing it to alternate models of facilities, in order to make a decision regarding the appropriate size and scope. This includes a space program, which identifies those models for comparison purposes. The fiscal impact and programming statement will lead into an implementation plan. He reminded the Board that this project is still in the study phase, and reviewed the timeline.</p> <p>Ms. Schroeder informed the Board that the current BHD facility is a Milwaukee County facility, owned and governed by Milwaukee County. The Mental Health Board and BHD have no capital reserves or bonding authority to finance a building. While options continue to be explored, one very solid possibility is to have someone other than Milwaukee County plan, build, and operate a facility. Options also need to be explored regarding operations, particularly of acute facilities and whether or not those should continue to be provided by Milwaukee County.</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p>Questions and comments ensued regarding the exploration of the Request for Proposals process.</p> <p>Vice-Chair Carlson recommended that a list of RFP requirements/options be put together for the Board's review.</p> <p><b>MOTION BY:</b>            <i>(Perez) Authorize the Administration to proceed with a Request for Proposals for a new facility.</i></p> <p><b>MOTION 2<sup>ND</sup> BY:</b>    <i>(Neubauer)</i></p> <p style="text-align: center;"><b>No vote was taken on the above motion.</b></p> <p>Board Member Lutzow requested the motion be amended. There being no objections by Board Members, the motion was amended as follows:</p> <p><b>MOTION BY:</b>            <i>(Lutzow) Authorize the Administration to proceed with the Request for Proposals (RFP) process for a new facility with the assistance of the New Behavioral Health Division Facility Administrative Committee in formulating and approval of the RFP language and requirements prior to Board review and approval.</i></p> <p><b>MOTION 2<sup>ND</sup> BY:</b>    <i>(Shrout)</i></p> <p><b>AYES:</b>                    Chayer, Landingham, Lutzow, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 9</p> <p><b>NOES:</b>                     Carlson - 1</p> <p><b>ABSTENTIONS:</b>       0</p> <p><b>EXCUSED:</b>               0</p> <p style="text-align: center;"><b>A voice vote was taken on this item.</b></p> <p style="text-align: center;"><b>The Board took a break after Item 6 at 10:25 a.m. and reconvened at approximately 10:40 a.m. The roll was taken and all Board Members were present.</b></p>
7.	<p>Eliminating Chronic Homelessness.</p> <p><b>APPEARANCES:</b> Hector Colon, Director, Department of Health and Human Services (DHHS) Eric Collins, Community Intervention Specialist, Housing Division, DHHS</p> <p>Mr. Colon provided a brief overview of the vision and plan to eliminate chronic homelessness in Milwaukee County. The Behavioral Health Division plays a big role in that 70% of this population has mental health issues and 50% have Alcohol and Other Drug Abuse issues. This initiative is in line with the vision of moving toward a community-based system of care. Mr. Colon discussed successful Housing First models in place in New York and Denver, how the Housing Division applied for a Housing and Urban Development (HUD) Grant for this initiative, and program sustainability.</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p>Mr. Collins reviewed the report by elaborating further on the Housing First initiative, Milwaukee County's plan to eliminate chronic homelessness, the Homeless Preference in Section 8, projected increase in the Housing Division's Continuum of Care Rental Assistance (My Home) funding, short-term rental assistance, redesign of the Pathways to Permanent Housing model, creation of a new permanent supportive housing using Housing First, and additional staffing.</p> <p>Questions and comments ensued.</p> <p><b>MOTION BY:</b> (Neubauer) <i>Approve the Transfer of 2015 Funds to the Housing Division to Support Milwaukee County's Plan to Eliminate Chronic Homelessness. 10-0</i></p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Shrout)</p> <p><b>AYES:</b> Carlson, Chayer, Landingham, Lutzow, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 10</p> <p><b>NOES:</b> 0</p> <p><b>ABSTENTIONS:</b> 0</p> <p><b>EXCUSED:</b> 0</p> <p style="text-align: center;"><b>A voice vote was taken on this item.</b></p>
8.	<p>Administrative Update.</p> <p><b>APPEARANCES:</b> Patricia Schroeder, Administrator, Behavioral Health Division, Department of Health and Human Services(DHHS) Colleen Foley, Deputy, Corporation Counsel Hector Colon, Director, DHHS</p> <p>Ms. Schroeder provided highlights of key activities and/or issues related to Behavioral Health Division (BHD) operations. She discussed a leadership transition, employee engagement, temporary bed hold in Acute Services, the pharmacy contract, closure of Long-Term Care, Southside Community Support Programs closure and transition, and salary and compensation at BHD.</p> <p>Questions and comments ensued.</p> <p><b>MOTION BY:</b> (Shrout) <i>Designate Approval Authority Over All Salaries and Personnel Policies to the Behavioral Health Division Administrator, Director of the Department of Health and Human Services, and the County Executive. 4-4-2</i></p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Carlson)</p> <p><b>AYES:</b> Carlson, Chayer, Shrout, and Walker - 4</p> <p><b>NOES:</b> Landingham, Malofsky, Neubauer, and Perez - 4</p> <p><b>ABSTENTIONS:</b> Lutzow and Wesley - 2</p> <p><b>EXCUSED:</b> 0</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p>Due to clerical error in announcement of the vote (6-4-2), which indicated approval of the item, there was no objection to reconsideration of the item. Reconsideration occurred after Item 9.</p> <p><b>MOTION BY:</b> (Shrout) Designate Approval Authority Over All Salaries and Personnel Policies to the Behavioral Health Division Administrator, Director of the Department of Health and Human Services, and the County Executive. 5-5</p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Carlson)</p> <p><b>AYES:</b> Carlson, Chayer, Lutzow Shrout, and Walker - 5</p> <p><b>NOES:</b> Landingham, Malofsky, Neubauer, Perez, and Wesley - 5</p> <p><b>ABSTENTIONS:</b> 0</p> <p><b>EXCUSED:</b> 0</p> <p><b>A voice vote was taken on this item. Due to a tie vote, deferral was made to Corporation Counsel as to whether the motion was approved or failed.</b></p> <p>Ms. Foley confirmed a tie vote means an item fails. She did indicate the salary portion of this item was still before the Board for consideration.</p> <p><b>MOTION BY:</b> (Shrout) Approve 2015 Behavioral Health Division Pay Increases Inclusive of Job Evaluation and Cost of Living Compensation Changes. 10-0</p> <p><b>MOTION 2<sup>ND</sup> BY:</b> (Perez)</p> <p><b>AYES:</b> Carlson, Chayer, Landingham, Lutzow, Malofsky, Neubauer, Perez, Shrout, Walker, and Wesley - 10</p> <p><b>NOES:</b> 0</p> <p><b>ABSTENTIONS:</b> 0</p> <p><b>EXCUSED:</b> 0</p> <p><b>A voice vote was taken on this item.</b></p>
9.	<p>Overview of Community Services.</p> <p><b>APPEARANCE:</b> Amy Lorenz, Director, Community Access to Recovery Services (CARS), Behavioral Health Division, Department of Health and Human Services</p> <p>Ms. Lorenz presented the overview highlighting the area of mental health, which includes outpatient (indigent care), the Care Coordination Team, Targeted Case Management, Community Recovery Services, Comprehensive Community Services, Community Support Programs, Day Treatment, and community-based residential facilities. She discussed substance use detailing outpatient, recovery support services, recovery support coordination, Day Treatment, medication assisted treatment, residential, and detoxification. Ms. Lorenz concluded her overview with information on crisis services discussing the crisis line, Access Clinics and mental health outpatient services, the</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p>Community Linkages and Stabilization Program, Community Consultation Team, Crisis Mobile Team, Crisis Assessment Response Team, crisis stabilization houses, and Crisis Resource Centers.</p> <p>Questions and comments ensued.</p> <p><b><i>The Board took no action regarding this informational item.</i></b></p>
10.	<p>Early Intervention Program for First Episode Psychosis.</p> <p><b>APPEARANCE:</b> Bruce Kamradt, Director, Wraparound Milwaukee, Behavioral Health Division, Department of Health and Human Services</p> <p>The report presented by Mr. Kamradt provided information on the Coordinated Specialty Care Team, target population, outreach/engagement and key roles, team training, program elements and philosophy, funding, and the implementation timetable.</p> <p>Questions and comments ensued.</p> <p><b><i>The Board took no action regarding this informational item.</i></b></p>
11.	<p>Mobile Urgent Trauma Response Team Program.</p> <p><b>APPEARANCE:</b> Bruce Kamradt, Director, Wraparound Milwaukee, Behavioral Health Division (BHD), Department of Health and Human Services</p> <p>Mr. Kamradt stated BHD's Wraparound Milwaukee Program has proposed to develop a model and explained the components of the model. He discussed the pilot site, Trauma Team, funding, and the implementation timetable.</p> <p>Questions and comments ensued.</p> <p><b><i>The Board took no action regarding this informational item.</i></b></p>
12.	<p>ACT 203 Annual Report on Funding Allocation for Mental Health Functions, Services, and Programs.</p> <p><b>APPEARANCES:</b> Jennifer Bergersen, Chief Clinical Officer, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS) Amy Lorenz, Director, Community Access to Recovery Services, BHD, DHHS</p> <p>Ms. Bergersen indicated the ultimate goal is to focus on quality, as well as workforce development. Improvements are being put in place regarding staffing and scheduling</p>

**SCHEDULED ITEMS (CONTINUED):**

	<p>related to the Electronic Health Record, as well as improvements in the pharmacy area. She also relayed to the Board that BHD is developing and partnering with community partners and advocates in the creation of a Family Advisory Council to provide additional support for patients and their families.</p> <p><b><i>The Board took no action regarding this informational item.</i></b></p>
13.	<p>Financial Report (2014 Year-End Results).</p> <p><b>APPEARANCE:</b> Randy Oleszak, Fiscal Administrator, Behavioral Health Division, Department of Health and Human Services</p> <p>Mr. Oleszak detailed the key fiscal items outlined in the report, which include 2014 Results–Actual/Budget, 2014 Results-Budget Variances, 2014 Budget Surplus Allocation, and 2014 Surplus Drivers.</p> <p>Questions and comments ensued.</p> <p><b><i>The Board took no action regarding this informational item.</i></b></p>
14.	<p>Chairperson’s Report.</p> <p><b>APPEARANCE:</b> Randy Oleszak, Fiscal Administrator, Behavioral Health Division (BHD), Department of Health and Human Services (DHHS)</p> <p>The Chairwoman explained this is a new recurring item that will appear on every agenda, when needed, and is a vehicle by which the Board’s concerns, comments, and questions on important topics can be addressed.</p> <p>Per the Chairwoman’s request, Mr. Oleszak provided an explanation of the Board timeline for the BHD Budget review and process.</p> <p>Topics addressed by the Board include time and location of meetings that are scheduled for public input; expanding the notice given for Board and committee meetings to the Journal Sentinel, community newspapers, and community partners; public email addresses for Board members; new agenda format for contracts, which is requested to now contain performance and outcome measurements; and provide employee survey results, as well as the designation of three employees including the nurses’ union for the Employee Engagement Committee.</p> <p>Questions and comments ensued.</p> <p><b><i>The Board took no action regarding this informational item.</i></b></p>

**SCHEDULED ITEMS (CONTINUED):**

15. Adjournment.

**MOTION BY:** (Neubauer) Adjourn. 10-0  
**MOTION 2<sup>ND</sup> BY:** (Malofsky)  
**AYES:** Carlson, Chayer, Landingham, Lutzow, Malofsky, Neubauer, Perez, ShROUT, Walker, and Wesley - 10  
**NOES:** 0  
**ABSTENTIONS:** 0  
**EXCUSED:** 0

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.

Length of meeting: 8:02 a.m. to 1:23 p.m.

Adjourned,

**Jodi Mapp**

Senior Executive Assistant  
Milwaukee County Mental Health Board

**The next regular meeting for the Milwaukee County Mental Health Board is  
Thursday, June 25, 2015 @ 8:00 a.m.**

The April 23, 2015, 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.



Dr. Robert Chayer, Secretary  
Milwaukee County Mental Health Board

**Chairperson:** Dr. Robert Chayer  
**Senior Executive Assistant:** Jodi Mapp, 257-5202

**MILWAUKEE COUNTY MENTAL HEALTH BOARD  
QUALITY COMMITTEE**

**Monday, May 4, 2015 - 10:00 A.M.**  
**Milwaukee County Mental Health Complex**  
**9201 Building, Conference Room 413 (Near Auditorium)**

**MINUTES**

**SCHEDULED ITEMS:**

1.	<p>Announcements.</p> <p>Carin Croker was introduced as the new Chief Quality Officer for the Behavioral Health Division. An overview of her experience and background in the quality field was provided. Ms. Croker's focus will be quality and performance metrics for services and programs as well as for the budget, contracts, the strategic plan, and the overall organization.</p>
2.	<p>Progress Toward BHD Quality Plan.</p> <p>Quality improvement initiatives were reviewed. Updates were provided on developing a best practice of Suicide Assessment and Prevention interventions in support of the Zero Suicide in Health and Behavioral Health Care, which is a goal of the National Action Alliance, and the development and implementation integration of pharmacy, electronic health record, and staff practice for a modernized state-of-the-art medication management policy and procedure.</p>
3.	<p>Proposed Quality Reporting Structure.</p> <p>The initial quality plan identified a review and revision of the Quality Compliance and Patient Safety Council at the Behavioral Health Division (BHD). It did not include the Mental Health Board Quality Committee since it had not been formed. BHD is currently in the process of organizing quality structure inclusive of various reporting data, some of which require medical staff review and authority. There will be a realignment of the BHD Quality, Compliance, and Safety Council to include members of the Executive Committee. That Council would then, in turn, report to the Quality Committee.</p> <p>The establishment of a Family Advisory Council was discussed.</p>
4.	<p>Quality Metrics Presentations Wraparound Milwaukee.</p> <ul style="list-style-type: none"><li>a. Service Utilization, Satisfaction, Outcomes, Benchmarks, etc.</li><li>b. Improvement Activities Underway</li></ul>

**SCHEDULED ITEMS (CONTINUED):**

	<p>An overview of the Wraparound Milwaukee Quality Program was provided by Pam Erdman. Wraparound Milwaukee is a unique Managed Care Organization that serves youth with serious emotional, behavioral, and mental health needs and their families. Clients are usually referred from Delinquency and Court Services and the Bureau of Milwaukee Child Welfare. Enrollment has been expanded through the REACH Program, which differs from Wraparound Milwaukee in that the youth are not under a Court Order. Highlights in the areas of population served, outcome indicators, permanency issues, school attendance benchmarks, family satisfaction, provider network, and out-of-home surveys were provided.</p>
5.	<p>Updates on Community Support Programs, Hilltop, and Central Transitions.</p> <p>Discussion was held regarding the successful transition of clients as a result of the closures of the downtown and south side Community Support Programs. Information related to data tracking of this population in the community was provided.</p>
6.	<p>Joint Commission Update.</p> <p>A Joint Commission mock survey is tentatively scheduled for August 18, 19, and 20, with a goal to continue the organization's commitment to quality and ensuring the best standards. A team has been put in place to assess the results of the upcoming August mock survey and to compare those results to last year's mock survey. Initiatives are underway to identify quality ambassadors and tracers to demonstrate competence across all areas. The mock survey will include a facility life safety. These mechanisms will allow for the evaluation and elevation of standards.</p>
7.	<p>Closed Session Recommendations.</p> <p>There is a requirement to maintain quality improvement protections through state and federal statute related to peer review and/or peer review-like activities of reporting out aggregate data or individual data. This should be done in closed session due to the information's non-public availability.</p>
8.	<p>Future Meeting Dates:</p> <ul style="list-style-type: none"><li>• July 6, 2015, at 10:00 a.m.</li><li>• September 14, 2015, at 10:00 a.m.</li><li>• November 2, 2015, 10:00a.m.</li></ul> <p>Adjourn to the next regularly scheduled meeting on July 6, 2015, at 10:00 a.m.</p>

**SCHEDULED ITEMS (CONTINUED):**

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.

Length of meeting: 10:02 a.m. to 11:18 a.m.

Adjourned,

***Jodi Mapp***

Senior Executive Assistant  
Milwaukee County Mental Health Board

**Chairperson:** Peter Carlson  
**Senior Executive Assistant:** Jodi Mapp, 257-5202

**MILWAUKEE COUNTY MENTAL HEALTH BOARD  
FINANCE COMMITTEE**

**Thursday, May 21, 2015 – 1:30 P.M.**  
**Milwaukee County Mental Health Complex  
Conference Room 1045**

**MINUTES**

**PRESENT:** Peter Carlson, Jon Lehrmann, Thomas Lutzow, Randy Oleszak, and Maria Perez

**SCHEDULED ITEMS:**

1. 2016 Budget.

**APPEARANCE:**

Randy Oleszak, Fiscal Administrator, Behavioral Health Division (BHD)

- A. Cost to Continue
- B. Assumptions, Initiatives, and Open Items
- C. First Pass Results

The Board timeline for Behavioral Health Division Budget review was presented. The Committee decided that the June 18, 2015, Finance Committee meeting will include public testimony.

Detailed analysis given in the Cost to Continue portion of the report included personnel services; County-wide merit and performance based increases attribute to a \$2.4 starting budget deficit, fringe benefits; both active, which increased by \$2 million, and legacy, which decreased by \$1.6 million.

In addition to the items referenced in the Cost to Continue update, budget assumptions include inpatient services, hospital facility strategy, Central closure, and census, which all should have the same budget impact as 2015.

Budget initiatives include eliminating chronic homelessness, enhanced Crisis and Community Service hub, a post-acute community transition program focused on re-admission prevention, enhanced mobile peer support, expanding access by developing community services hubs, day treatment-comprehensive community services, electronic medical records system, and hospital space consolidation. The cost of each was discussed.

Open budget items explained were enhanced Crisis and Community Service hub, the pharmacy budget, Comprehensive Community Services, retention and recruitment

**SCHEDULED ITEMS (CONTINUED):**

	<p>strategy, and central allocations cross charge.</p> <p>A breakdown was provided of BHD combined revenue for the hospital, Community Services Branch, and Wrap.</p>
2.	<p>Behavioral Health Division Structure for the Future.</p> <p><b>APPEARANCE:</b> Patricia Schroeder, Administrator, Behavioral Health Division (BHD)</p> <p>At their April meeting, the Mental Health Board endorsed the development of a Request for Proposals (RFP) to address acute services, as well as a provision for a new facility for the delivery of those services. Planning for the RFP requires further examination of BHD's structure for the future given that community-based, contract oversight, quality measurement, and finance related services need to continue. The plan presented foresees the organization in new locations with oversight, as well as community-based services, back in the community.</p> <p>Various locations, the timeline, and transitions were all discussed.</p>
3.	<p>Salary Adjustment for Equity Issues.</p> <p><b>APPEARANCE:</b> Mike Blickhan, Compensation HRIS Director, Department of Human Resources</p> <p>Equity adjustments allow for employee experience or time with an organization to be factored into a pay adjustment. This is generally done when new pay ranges have been assigned, which is BHD's case, and helps with both retention and recruitment. Employees in any state of written discipline are not eligible. The formula for equity calculations was discussed. It was recommended that the adjustments be made effective the fourth quarter of 2015.</p>
<p>Length of meeting: 1:37 p.m. to 2:46 p.m.</p> <p>Adjourned,</p> <p>Jodi Mapp Senior Executive Assistant Milwaukee County Mental Health Board</p>	
<p style="text-align: center;"><b>The next meeting of the Milwaukee County Mental Health Board Finance Committee is June 18, 2015, at 1:30 p.m.</b></p>	