

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, April 13, 2017 in Board Room A of the Sophie Beaumont Building-Human Services- 111 N. Jefferson Street Green Bay, WI

Present: Chairman Tom Lund, Carole Andrews, Bill Clancy, JoAnn Grascberger, Susan Hyland, Paula Laundrie, Aaron Linssen

Excused: Jesse Brunette, Craig Huxford

Also

Present: Erik Pritzl, Executive Director
Nancy Fennema, Deputy Director
Genny Willemon, EMR Coordinator
Nate Johnson

1. Call Meeting to Order:

The meeting was called to order by Chairman Lund at 5:15 pm.

2. Approve/Modify Agenda:

GRASCHBERGER / LAUNDRIE moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of February 9, 2017 Human Services Board Meeting:

HYLAND / ANDREWS moved to approve the minutes dated February 9, 2017.
The motion was passed unanimously.

4. Executive Director's Report:

Executive Director Pritzl highlighted the Wisconsin County Human Services Association and Wisconsin County Association Human Services Day at the Capitol on April 5, 2017 in which County departments sent representatives to meet with legislators to discuss current human services issues. Erik summarized their primary focus areas: 1) *Children and Families*. The allocation the State provides has remained relatively flat, with an 8% increase since 2009 when the Department of Children and Families was created, while during a period from 2011-2015 child protection reports increased 54% in Brown County. The Governor has put more money in the budget. Erik also indicated they are very successful in their fraud program and the proposed state budget maintains the current funding levels but counties are requesting additional funding. 2) *Mental Health Institutes*. Erik states the County utilizes certain state facilities. Over time, the appropriation for operating the institutes has accumulated a balance that developed in part due to payments from counties for services. Wisconsin Counties are requesting a portion of the remaining balance (about \$8,000,000) be returned to counties. 3) *Returning 17 year olds to the Juvenile Justice System*. Erik states that we support the concept of returning 17 year old non-violent, first time offenders to the Juvenile Justice System, but he would like to see some funding come with that population. Without additional funds, counties will have to prioritize services and stretch available resources. 4) *Community Treatment Center*. Erik presented a graphic to illustrate census overview of two residential units-Bay Haven and Nicolet Psychiatric Center. In addition, the department recently had a CBRF survey at Bay Haven, and did not receive any statements of deficiency.

LINSSEN / ANDREWS moved to receive and place on file.
Motion was carried unanimously.

5. Recreational Therapy Services Overview:

Erik presented a handout that Anja Andres prepared for the March meeting as well as a brochure for Music & Memory Program and talked about other programs they have for the residents.

LAUNDRIE / CLANCY moved to receive and place on file.
Motion was carried unanimously.

6. Presentation re: Health & Human Services Electronic Medical Records System:

Genny Willemon, EMT Coordinator at the Community Treatment Center indicates there are two systems at CTC. The nursing home has Point Click Care (PCC) and Nicolet, Bay Haven and Outpatient Clinic have Avatar for almost 6 years. They are in the process of bringing the rest of Community Programs onto Avatar. The last one to go live is Children's Long Term Support (CLTS). In Avatar, they do scheduling, charting, billing, discharge and medications.

The area of focus in Avatar this year is implementing Care Connect, which will eliminate faxing. Things will be done electronically and go directly into our system. In Birth to Three, they are looking at Provider Connect which also works closely with Avatar and will be able to push documents electronically.

In Point Click Care at the nursing home they can chart, order medications, interface with the pharmacy, and risk management. Anything done with Point Click Care gets recorded in the patients chart. Genny is working on secure conversations and wound care in PCC.

Genny is finishing getting Epic Care Link set up for them. When they have a client come into Bay Haven or NPC, their nursing staff can go into the HSHS system and look up the client to look at their records. They will pilot with Bellin this summer. The benefits of Epic Care is it gives the provider and nurse a better understanding of the patient's medical history which improves decisions in the course of treatment.

One of the other things she is working on is Program Participation System (PPS) implementation. This is a program they use to report data on mental health, AODA and CORE functions to the State. Currently they report on paper and someone inputs manually into the PPS system. In June they will be going live and all this information will be pulled and sent to the State electronically. This will give more accurate reporting and also increase potential funding because they will have better reporting.

Another change is with Wisconsin Hospital Association (WHA). They are moving to 837 data reporting structure which will allow WHA to receive more accurate data and is in line with what insurance companies receive.

Other projects which will be completed this year are Omnicell Automated Medication Dispensing Machine at Nicolet, the wireless nursing call system, and electronic controlled substance physician ordering.

A future project is to be hosted by Netsmart. It allows them newer versions of document management and they will no longer pay for storage through Technology Services. Another future project is document management for PCC. This would allow the nursing home to go paperless.

HYLAND / GRASHBERGER moved to receive and place on file.
Motion was carried unanimously.

7. CTC Administrator Report including NPC Monthly Report:

Erik indicated the report was included in the packet. Erik highlighted the replacement of the nurse call system scheduled for this month. They are also replacing the fencing at Nicolet and that will happen next week.

ANDREWS / LAUNDRIE moved to receive and place on file.
Motion was carried unanimously.

8. Financial Report for Community Treatment Center and Community Programs.

Eric Johnson joined the meeting by telephone. Eric Johnson stated his report is the final results for the year 2016. Eric explained for the CTC, the final financial results for CTC show a deficit of \$2,146,618 compared to amended budget deficit for the year of \$1,278,885 for an overall unfavorable budget variance of \$867,833. The report also shows the impact of the CBRF rebilling adjustments that were required by DHS. 2014, 2015 and 2016 impacts total up to \$883,630 which is a little more than the budget variance. If it wasn't for those unanticipated billing adjustments, CTC would have ended the year slightly favorable compared to budget with a variance of approximately \$15,000. Eric states in terms of what we had control over, it was basically a break even for the year compared to budget. Due to significantly higher census than originally projected, budget amendments were recorded to both revenues and personnel costs. A budget adjustment of approximately \$475,000 was also recorded to match an unfavorable pension expense adjustment. Following these budget adjustments, overall expenses ended the year \$182,047 under budget primarily to labor expense less than anticipated at the time of the above noted budget adjustments.

Community Programs had an ending favorable budget variance of approximately \$1.4 million. The most significant change, compared to what was anticipated, was a WIMCR cost reporting settlement of approximately \$1 million over budget, higher audit refunds and additional revenues from higher than anticipated services provided during the year. Overall that ended the year with a favorable bottom line. This created 2016 net income of \$360,071 for Community Programs which was a \$1,454,155 favorable budget variance for the year.

CLANCY / GRASCHBERGER moved to receive and place on file.
Motion was carried unanimously.

9. Statistical Reports:

- a. **Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.**
- b. **Child Protection – Child Abuse/Neglect Report.**
- c. **Monthly Contract Update.**

LINSEN / HYLAND moved to take items 9a, b, c together and receive and place on file.

Erik pointed out the length of stay at Nicolet. People are staying a week on the unit. That is a change they are watching because it indicates there are some acuity issues. In admission by county and there were 205 admissions but 166 were from Brown County. As a percent, our other county admissions are still lower historically than they had been. He states other counties don't have the ability to use our facilities because we are full. That does affect what we can do for the regions and it also affects our revenues in some ways.

Motion was carried unanimously.

10. Request for New Non-Continuous Provider & New Provider Contract:

ANDREWS / LAUNDRIE moved to receive and place on file.
Motion was carried unanimously.

11. Other Matters:

Next Meeting: Thursday, May 11, 2017
5:15 p.m. – Community Treatment Center, Room 365

12. **Adjourn Business Meeting:**
LAUNDRIE / ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:04 p.m.

Respectfully Submitted,

Patti Zich