

**PROCEEDINGS OF THE BROWN COUNTY
HUMAN SERVICES COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Human Services Committee** was held on Wednesday, December 16, 2009, in Room 207 of City Hall – 100 N. Jefferson Street, Green Bay, Wisconsin.

Present: Pat Evans-Chair, Jesse Brunette, Steve Fewell, Julie Knier, Pat LaViolette, Tom Lund, Pat Moynihan.

Excused:

Also Present: Sunny Archambault, Sara Perrizo, Kelly Selner, Brian Shoup, Max Cieslewicz and Other Interested Parties.

I. **Call Meeting to Order:**

The meeting was called to order by Chair Evans at 6:00 p.m.

II. **Approve/Modify Agenda:**

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

III **Approve/Modify Minutes of November 24, 2009:**

Motion made by Supervisor Lund and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

Comments from Public:

Max Cieslewicz, 1812 Trotter Court, DePere, Wisconsin.

Max Cieslewicz introduced himself and said he was attending the meeting tonight as an observer in order to obtain a Boy Scout's merit badge.

Report from Human Services Chair, Patrick Evans:

Chair Evans noted that there would be a resolution before the County Board tonight to approve the changing of the Community Treatment Center's status from a 50C3 to the standard governmental entity.

1. **Review Minutes of:**

- a. **Aging & Disability Resource Center Personnel Committee (December 4, 2009)**
- b. **Children with Disabilities Education Board (November 17, 2009)**

Motion made by Supervisor Lund and seconded by Supervisor Moynihan to receive and place on file Items 1a and 1b. MOTION APPROVED UNANIMOUSLY.

Communications

2. **Communication from Supervisor Scray re: Review Brown County requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Held from November Meeting.):**

Motion made by Supervisor Lund and seconded by Supervisor LaViolette to hold until January. MOTION APPROVED UNANIMOUSLY.

Aging & Disability Resource Center

3. Computer Courses at Aging Resource Center:

Sunny Archambault, Director, stated that due to the new responsibilities of the Aging and Disability Resource Center (ADRC) it has been necessary to add staff; this has resulted in a need for additional office space. She said because there are computer classes available at other locations, and the ADRC served a total of 67 individuals in the computer classes for all of last year, the ADRC Board made the decision to no longer offer the computer classes.

Concerning the wireless router in that room, Ms. Archambault reported that it was installed this year (after some issues with computer viruses) for individuals to use personal computers without connecting to Brown County systems.

Motion made by Supervisor LaViolette and seconded by Supervisor Evans to support the ADRC Board in its recommendation to not continue the computer classes at the ADRC. MOTION APPROVED UNANIMOUSLY.

4. Review and Approve Specialized Transportation Grant S.85.21:

Ms. Archambault stated that the budget portion of this grant was approved during the budget process, and that the application, which is due December 31, 2009, needs this Committee's approval. She added that this is basically a continuation of the services provided by the ADRC.

Motion made by Supervisor LaViolette and seconded by Supervisor Lund to approve. MOTION APPROVED UNANIMOUSLY.

5. Financial Report of October 31, 2009:

Motion made by Supervisor Lund and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

Human Services Dept.

6. Budget Adjustment Request (#09-123): Increase in expenses with offsetting increase in revenue (see attachment for details):

Motion made by Supervisor LaViolette and seconded by Supervisor Lund to approve. MOTION APPROVED UNANIMOUSLY.

(Supervisor Fewell arrived at 6:22 p.m.)

7. Director's Report:

Brian Shoup, Director, expressed concern about the fact that Brown County is not on an accrual system for financial accounting and is, rather, on a cash system. Director Shoup stated that this makes it difficult to identify trends and to determine the actual financial status. Supervisor Lund stated that there are more options now available with the new accounting system that Brown County has been installing. Chair Evans agreed with Director Shoup and cautioned him to verify that this change would be legal according to generally accepted accounting principles for governmental entities.

Director Shoup reported that he is still interviewing the psychiatric staff at the CTC Hospital. He stated that his goal is to establish clinical leadership at the facility, and will report back in January.

Director Shoup opined that the budget will be even tighter next year and said he plans to begin reviewing vendor contracts and the strategic plans for the future.

Regarding Family Care, Director Shoup reported that there is a 2-year grant to add three staff positions: Chief Financial Officer, Planning Director, and Executive Assistant. He said screening had begun for the CFO and Planning Director. Supervisor Lund expressed concern that guidelines had not been established for Family Care yet. Director Shoup stated that the draft of the by-laws could be brought back, and that this Committee had approved the concept of one representative per county. Director Shoup added that the intent of the State grant was to hire key planning people in order to put together the plan, which would be approved by the county representatives. He expressed concern that other districts had run out of money, and continued by saying the State had made them whole each time. He said this is a long-term project that could also be impacted by future elections. Director Shoup opined that there may be more regionalization and formation of managed care organizations; and behavioral health could be one of those.

Director Shoup stated that work continues on electronic records; and there will be costs over and above simply purchasing software and paying for consultants, such as the cost of labor for implementation (scanning documents, etc.).

Motion made by Supervisor LaViolette and seconded by Supervisor Fewell to receive and place on file. MOTION APPROVED UNANIMOUSLY.

8. **Family Care Update:**

Motion made by Supervisor Lund and seconded by Supervisor Knier to receive and place on file. MOTION APPROVED UNANIMOUSLY.

9. **Community Treatment Center Update:**

Director Shoup said this will be brought back in January.

Motion made by Supervisor Moynihan and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

10. **Community Treatment Center Statistics:**

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to receive and place on file. MOTION APPROVED UNANIMOUSLY.

11. **Bellin Psychiatric Monthly Report:**

Supervisor Knier questioned why it took from October 2, 2009, for this Committee to receive this report. Director Shoup will look into this.

Motion made by Supervisor Fewell and seconded by Supervisor LaViolette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

12. **Approval of 2010 Non-Continuous Vendors:**

Motion made by Supervisor Lund and seconded by Supervisor LaViolette to approve. MOTION APPROVED UNANIMOUSLY.

13. **Approval of Projected 2010 Contracts:**

Supervisor Lund noted that in the past a line item of approximately \$60 million was being approved; and he opined that this is much better and much more transparent.

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

14. **Monthly Contract Update:**

Director Shoup said there will be an update in January.

Motion made by Supervisor Lund and seconded by Supervisor Fewell to approve. MOTION APPROVED UNANIMOUSLY.

15. **Financial Report for Community Programs:**

Motion made by Supervisor Moynihan and seconded by Supervisor Lund to receive and place on file. MOTION APPROVED UNANIMOUSLY.

16. **Financial Report for Community Treatment Center:**

Motion made by Supervisor Moynihan and seconded by Supervisor Lund to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Health Dept.: No agenda items.

Syble Hopp School: No agenda items.

Veterans' Dept.: No agenda items.

Other

17. **Audit of Bills:**

Motion made by Supervisor Brunette and seconded by Supervisor Moynihan to pay the bills. MOTION APPROVED UNANIMOUSLY.

18. **Such Other Matters as Authorized by Law: None.**

Motion made by Supervisor Lund and seconded by Supervisor Knier to adjourn at 6:44 p.m. MOTION APPROVED UNANIMOUSLY.

Respectfully submitted,

Lisa M. Alexander
Recording Secretary