

**Chairperson:** Ken Ginlack  
**Research Analyst:** Kate Flynn Post, (414) 391-7845  
**Committee Coordinator:** Dairionne Washington, (414) 257-7606

**MILWAUKEE COUNTY MENTAL HEALTH BOARD  
GOVERNANCE COMMITTEE**

**Wednesday, September 13, 2023 – 1:30 P.M.**  
**Microsoft Teams Meeting**

**MINUTES**

**PRESENT:** Ken Ginlack, Kathy Bottoni, Rachel Forman, Mary Neubauer, and Maria Perez

**SCHEDULED ITEMS:**

1. **Welcome.**

Chairman Ginlack welcomed everyone to the September 13, 2023, Mental Health Board Governance Committee's remote/virtual meeting.

2. **Minutes from the July 12, 2023, Committee Meeting.**

The minutes were reviewed, acknowledged, and accepted by the Committee.

This item was informational.

3. **Revised Board Retreat Agenda.**

As previously mentioned, former Board Member Tom Lutzow will be the facilitator for the Board retreat. Mr. Lutzow presented the agenda during the August Board meeting where Members provided feedback. Suggestions included more team building, broadening the objectives, and an opportunity for small group discussions. All suggestions have been incorporated into the revised agenda. Some Board Members still have concerns with the time allotted for the retreat along with questions regarding the Board survey. However, there were no further recommended changes to the agenda.

Questions and comments ensued.

The Governance Committee unanimously agreed to recommend approval of the Revised Board Retreat Agenda to the Board.

4. **Board Retreat Next Steps Planning.**

- **Board Survey**
- **Retreat Summary**

Board Chairwoman Perez gave brief updates on the current stages of the Board retreat planning. Since the last Committee meeting, the location and date of the retreat have been finalized. All Members should have received a calendar invite, which precisely details the information. Board

**SCHEDULED ITEMS (CONTINUED):**

	<p>Chairwoman Perez mentioned Board Research Analyst Kate Flynn Post will be finalizing the Board survey within the next few weeks. The survey will be anonymous and is based on Act 203. The survey is expected to make for great conversation. This expectation led Board Chairwoman Perez to ask the Committee to briefly share their perspectives on including small group discussions during the retreat. Some had mixed opinions, but the majority thought it could be beneficial overall.</p> <p>A discussion began on how to best document the outcomes of the retreat. Committee Member Forman suggested identifying specific actions, next steps, and responsibilities of the Board during the final item of the retreat. The next steps and actions identified will be composed into a high-level summary, which will be shared at the December Board meeting.</p> <p>Questions and comments ensued.</p> <p>This item was informational.</p>
5.	<p><b>Board Member Orientation Plan Updates.</b></p> <p>The Board's Research Analyst is currently working on having Board Members integrated into the Behavioral Health Services learning management system, HealthStream. Initially, the idea was to have quizzes embedded within PowerPoint slide decks. This new training option provides a more dynamic training opportunity and helps with completion tracking. The next steps will be to source content from subject matter experts to incorporate within the system. All Board Members will receive their account information once finalized.</p> <p>Questions and comments ensued.</p> <p>This item was informational.</p>

**SCHEDULED ITEMS (CONTINUED):**

6. **Adjournment.**

Chairman Ginlack ordered the meeting adjourned.

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 Legislative Information Center.

Length of meeting: 1:31 p.m. to 2:19 p.m.

Adjourned,

*Dairionne Washington*

**Dairionne Washington**

Committee Coordinator  
Milwaukee County Mental Health Board

**The next meeting of the Milwaukee County Mental Health Board  
Governance Committee will be on November 8, 2023**

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