

**COUNTY OF MILWAUKEE**  
Inter-Office Communication

Date: November 17, 2023

To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

From: Shakita LaGrant-McClain, Director, Department of Health and Human Services

Subject: Report from the Director, Department of Health and Human Services, requesting authorization to enter into 2024 professional service contracts with community vendors for Children, Youth and Family Services (CYFS)

File Type: Action Report

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**REQUEST**

The Director, Department of Health and Human Services (DHHS) is requesting authorization to execute 2024 professional service contracts for Children, Youth and Family Services (CYFS).

**POLICY**

Per Wisconsin Statutes, the Director of the Department of Health and Human Services is requesting authorization to execute these contracts consistent with Milwaukee County procurement standards.

***Procurement Process***

DHHS follows the competitive bidding/Request for Proposals (RFP) requirements of its state and federal funding sources. With rare exception, all purchase of services undergoes an RFP every four years with professional services generally being bid in less than four years. In the event of contractor performance issues, some programs may be bid before the four years have elapsed.

The DHHS RFP process begins with the release of an “Interested Parties” notice. An “Interested Parties” notice will be emailed to entities registered to receive notice of DHHS RFPs on the E-notify website used by both the City of Milwaukee and Milwaukee Public Schools. The RFPs are also widely advertised through media announcements in the Daily Reporter newspaper, Blue Book, Spanish Journal, Neighborhood News as well as social media platforms like Facebook, and Twitter.

DHHS has made strides to improve its RFP materials to include diversity and inclusion initiatives as well as attract organizations with both diverse leadership and service provider

staff. Further, proposal review panels have been increased to five members, the majority of which are community (non-County employee) members. DHHS has taken efforts to increase our pool of community reviewers.

After initial scoring is completed, review panelists gather in a consensus meeting to discuss the proposals and adjust their scoring if needed. The final scores are then tallied, and the contract award recommendation is made to the DHHS Director.

Wisconsin State Statutes:	59.52(31)
Milwaukee County General Ordinances	Ch. 32.40

**BACKGROUND**

Since 1970, DHHS has supported a social service delivery system comprised of both directly provided and purchased services. Partnerships with community members have allowed DHHS to cooperate and collaborate with various community partners and resources. These partnerships further the opportunities for community participation in responding to a young person’s behavior as well as community safety and are in alignment with the development of the youth justice continuum of care.

The following contracts are being proposed by CYFS for the time period of January 1, 2024 through December 31, 2024:

- **\$187,864 to the Medical College of Wisconsin:** The Medical College of Wisconsin (MCW) is responsible for medically screening all youth admitted to the secure detention center facility, as well as providing ongoing support and care for all youth in the detention center. Physicals are given to youth that remain in detention for more than 24 hours, along with any necessary follow-up care and coordination. This contract provides a total of 1.0 full time Physician and .7 full time Nurse Practitioner, as well as a backup Nurse Practitioner, which is a new position for 2024. The contract increase also allows for the increase in supplies, personnel costs and to support the increased health needs of kids in care.

Service	Provider	2023 Allocation	2024 Proposed Allocation	2023/2024 Variance
Detention Physician and Medical Services	The Medical College of Wisconsin	\$158,248	\$187,864	\$29,616

- **\$176,232 to Alternatives in Psychological Consultation:** The Alternatives in Psychological Consultation (APC) contract covers the provision of 80 hours of psychiatric nursing coverage per week, seven days per week, consisting of psychiatric

nursing services, mental health screenings, and follow-up services as necessary for all youth in the secure youth detention facility.

Service	Provider	2023 Allocation	2024 Proposed Allocation	2023/2024 Variance
Detention Psychiatric Nursing Services	Alternatives in Psychological Consultation	\$173,590	\$176,232	\$2,642

- **\$20,000 for Omnicare:** Omnicare of Milwaukee provides medical and pharmaceutical supplies and medications for youth placed in the youth detention center who do not have access to insurance or other methods of payment.

Service	Provider	2023 Allocation	2024 Proposed Allocation	2023/2024 Variance
Pharmaceutical Products/Services	Omnicare of Milwaukee	\$20,000	\$20,000	\$0

### **ALIGNMENT TO STRATEGIC PLAN**

The CYFS is recommending contracts that support the ongoing development of community-based programming for justice involved youth and their families and ensures a racial equity lens is utilized in all program and contract decisions. The CYFS programs enhance the quality of life for youth and their families in Milwaukee County. There are ongoing efforts to reform the youth justice system in Milwaukee County to build upon the community continuum of care, individualize all case planning and services for youth in the community whenever possible and break down the silos in the system across all entities. The CYFS is committed to transition youth out of correctional placements and back to Milwaukee County by leveraging resources for the zero-youth corrections plan to better support young people and their families.

### **RECOMMENDATION**

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, Department of Health and Human Services, or her designee, to execute professional service contracts in a total amount of \$384,096 for the services identified in the accompanying resolution. The effective date of the contracts would be the period of January 1, 2024 to December 31, 2024.

**FISCAL EFFECT**

The 2024 DHHS Adopted Budget includes funding these contracts in CYFS.

**TERMS**

The professional service agreements would be effective January 1, 2024 to December 31, 2024.

**VIRTUAL MEETING INVITES**

Shakita LaGrant-McClain, DHHS Director  
Kelly Pethke, CYFS Administrator  
Clare O'Brien, DHHS Budget & Policy Director

**PREPARED BY:**

Kelly Pethke, CYFS Administrator

**APPROVED BY:**

*Shakita LaGrant-McClain*  
Shakita LaGrant-McClain, DHHS Director

**ATTACHMENTS:**

None

cc: County Executive David Crowley  
Hon. Karl Ashley, Chief Judge  
Sup. Liz Sumner, Chair, Finance Committee  
Mary Jo Meyers, Chief of Staff, County Executive's Office  
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors  
Janelle M. Jensen, Legislative Services Division Manager, Office of the County  
Steve Cady, Research Director, Comptroller's Office  
Lottie Maxwell-Mitchell, Sr. Budget and Management Analyst, DAS