

**Chairperson:** Ken Ginlack  
**Research Analyst:** Kate Flynn Post, (414) 391-7845  
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**2**

**MILWAUKEE COUNTY MENTAL HEALTH BOARD  
GOVERNANCE COMMITTEE**

**Wednesday, July 12, 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 July 12, 2023, Mental Health Board Governance Committee's remote/virtual meeting.

**2. Governance Committee Member Updates.**

Chairman Ginlack formally welcomed Board Member Kathy Bottoni to the Committee. Others joined as well.

**3. Behavioral Health Services (BHS) Employees and Contract Agency Recognition.**

Board Vice-Chairwoman Neubauer received feedback from a consumer of services through the Targeted Case Management program. The consumer wanted their case manager to receive recognition for the great work they had done. The recognition will be presented during the next full Board meeting. Board Vice-Chairwoman Neubauer suggested this become a frequent item. Discussion followed regarding how to formalize the process in which it is presented, as well as vetted. Several ideas were mentioned. Board Vice-Chairwoman Neubauer will compose the plan and present it back to this Committee.

Questions and comments ensued.

This item was informational.

**4. Mental Health Board Advocacy Opportunities.**

At the May 3, 2023, Executive Committee meeting, there was a discussion surrounding ways to become more strategic with Board advocacy efforts to address important issues facing consumers, providers, and community members. The discussion included several specific topics. The Board's Research Analyst was requested to obtain more information regarding the current policy for activities and collaboration opportunities for the Board's participation. One area of interest the Board mentioned was the State Budget. It was discovered that the County's Executive Office was primarily focused on securing shared revenue funding as part of the state budget

**SCHEDULED ITEMS (CONTINUED):**

	<p>process. Suggestions include either create an additional committee to focus on this or request quarterly updates to the Board to encourage collaboration through regular information sharing. The Wisconsin County Human Service Association (WCHSA) is a statewide association of county human service professionals which aims to provide a voice to the concerns of administrators of county programs. Behavioral Health Services Administrator Lappen co-chairs one of the association's committees and could prove to be helpful. Another significant opportunity mentioned was collaboration with the County Board of Supervisors. In the past, Board Chairwoman Perez has offered support and highlighted the role of the Mental Health Board as a resource with responsibility for setting mental health policies to both the County Executive Office and the Office of the County Board Chairperson. In addition to the information found, Board Research Analyst Kate Flynn Post highlights key considerations and items to be addressed moving forward in the memo included in the packet.</p> <p>Questions and comments ensued.</p> <p>This item was informational.</p>
5.	<p><b>Mental Health Board Membership Terms Review.</b></p> <p>Board Membership Terms will be reviewed periodically in this Committee to ensure vacancies are addressed. One current seat vacant represents finance administration expertise. The Board's Chair and Vice-Chair will be meeting soon to review the candidates for this position. In addition, there has recently been one re-appointment. Although it isn't typically done, the re-appointment letter will be presented at the next full Board meeting.</p> <p>Questions and comments ensued.</p> <p>This item was informational.</p>
6.	<p><b>Review of Quorum Protocols for Mental Health Board Committees.</b></p> <p>This item was brought forth to ensure the Board understands what constitutes a quorum. A quorum is only required when action is taken. The Board currently consists of twelve members, two of whom are non-voting. There are no quorum requirements for committee meetings as committees do not take action. Committees make recommendations to the Board for further review and action. Since the inception of the Board, there have been challenges in obtaining full attendance during committee meetings. Setting quorum requirements for committee meetings will lead to more challenges in moving recommendations forward to the Board. The only exception is the Executive Committee as that Committee does have the authority to act.</p> <p>Questions and comments ensued.</p> <p>This item was informational.</p>

**SCHEDULED ITEMS (CONTINUED):**

7.	<p><b>New Board Member Orientation Plan Update.</b></p> <p>The new board member orientation plan had been presented and discussed during the last two Committee meetings. Following those discussions, the Board’s Research Analyst was requested to explore online options for Board Members to complete the trainings required during orientation. The easiest way to achieve this would be to embed quizzes within PowerPoint slide decks. The presenter for each training session would be responsible for creating their slide deck with a quiz embedded. The second step in training would be to have a thirty-minute session with the subject matter expert. This would allow the opportunity to ask questions or receive any additional information that may be needed.</p> <p>Questions and comments ensued.</p> <p>The Governance Committee unanimously agreed to recommend approval of the New Board Member Orientation Plan to the Board.</p>
8.	<p><b>Strategic Planning Retreat Next Steps Update.</b></p> <p>It was officially decided former Board Member Tom Lutzow will be the facilitator of the retreat. Tom and Board Chairwoman Perez have been working together to formally identify the scope, purpose, and objectives of the retreat with the assistance of Board Research Analyst Kate Flynn Post. Updates will be provided during the August Board meeting. The final step would be designating a date and location. Board Liaison Jodi Mapp will assist with reviewing Board Members’ availability to help finalize a date.</p> <p>Questions and comments ensued.</p> <p>This item was informational.</p>
9.	<p><b>Adjournment.</b></p> <p>Chairman Ginlack ordered the meeting adjourned.</p>
<p>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.</p> <p>Length of meeting: 1:37 p.m. to 3:08 p.m.</p> <p>Adjourned,</p> <p><i>Dairionne Washington</i> <b>Dairionne Washington</b></p> <p>Committee Coordinator Milwaukee County Mental Health Board</p>	

**SCHEDULED ITEMS (CONTINUED):**

**The next meeting of the Milwaukee County Mental Health Board  
Governance Committee will be on September 13, 2023**

**To View All Associated Meeting Materials,  
Visit the Milwaukee County Legislative Information Center at:  
[Milwaukee County - Calendar \(legistar.com\)](https://legistar.com)**

**Visit the Milwaukee County Mental Health Board Web Page at:  
<https://county.milwaukee.gov/EN/DHHS/About/Governance>**

## 2023 Mental Health Board Retreat

### Agenda – Revised Draft

#### Retreat Purposes

To create dedicated time for Board Members to examine the role and responsibilities of the Mental Health Board.

To convene the Mental Health Board one year post-hospital/PCS closure to review the progress of the Psychiatric Crisis Redesign and the creation of the BHS community-based model of care.

To provide Board Members an opportunity to engage in team-building and social interaction to enhance Mental Health Board performance.

#### Retreat Objectives

1. Board Members will have an opportunity to share their respective backgrounds and perspectives to strengthen communication and collective reasoning.
2. Board Members will refresh their understanding of the history of the Mental Health Board and its role in leading the redesign of the mental health continuum of care in Milwaukee County.
3. Board Members will discuss the progress of the Mental Health Board / BHS towards the fulfillment of the goals of the BHS community-based model of services.
4. Board Members will discuss MHB priorities to inform future direction for MHB efforts.
5. Board Members will gain knowledge of any structural or operational challenges experienced by BHS staff and explore what the MHB can do to help address issues/service delivery barriers.

<u>Timeline</u>	<u>Topic</u>
8:00am-8:45am	<b>Welcome / Board Member Introductions / Icebreaker</b> (Perez/Lutzow) Format: Discussion / Activity
8:45am-9:15am	<b>History of the Psychiatric Crisis Redesign Effort in Milwaukee County &amp; Formation of the Mental Health Board</b> (LaGrant-McClain/Lappen) Format: Presentation with Q & A
9:15am-9:30am	Break
9:30am-10:15am	<b>Mental Health Board Member Perspectives</b> (Perez)

Format: Small group discussions with large group report back

10:15am-10:45am **Milwaukee County Psychiatric Crisis Redesign Revisited: Partner Perspectives**  
(Flynn Post/Lutzow)

Format: Short presentation with discussion to follow

10:45am-11:00am Break

11:00am-11:45am **Mental Health Board Role in Addressing Gaps in the Continuum of Care: BHS Staff Perspectives**

(Lutzow)

Format: Short presentation with discussion to follow

11:45am-12:00pm **Future Direction / Wrap Up**

Format: Discussion

12:00pm- 1:00pm **Networking/Social Lunch**

Format: Open

Draft