

Chairperson: Ken Ginlack
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**MILWAUKEE COUNTY MENTAL HEALTH BOARD
GOVERNANCE COMMITTEE**

Monday, November 14, 2022 – 1:00 P.M.
Microsoft Teams Meeting

MINUTES

PRESENT: Ken Ginlack, Thomas Lutzow, Mary Neubauer, Maria Perez, and Kathie Eilers

SCHEDULED ITEMS:

1.	<p>Welcome.</p> <p>Chairman Ginlack welcomed everyone to the November 14, 2022, Mental Health Board Governance Committee’s remote/virtual meeting.</p>
2.	<p>Code of Conduct Policy.</p> <p>The Committee was informed even though there has been quite a bit of discussion surrounding this policy, it is not ready for consideration. The Board’s Research Analyst continues to work diligently on the policy, but further clarification is needed as it relates to State Statutes versus Milwaukee County’s Code of Conduct verbiage.</p> <p>With no objections made, the Governance Committee unanimously agreed to lay this Item over to the next scheduled Governance meeting.</p>
3.	<p>Delegation of Decision-Making Policy.</p> <p>The Governance Committee unanimously agreed to recommend approval of this policy to the Board.</p>
4.	<p>Purchasing and Procurement Policy.</p> <p>The purpose of this policy is to align the Department of Health and Human Services (DHHS) procurement policy and practices with industry best practices; as well as the current Milwaukee County and DHHS mission, vision, and values, which includes promoting thriving communities through a health and racial equity lens. Many of the revisions made pertained to changes in definitions. Background information was provided on the racial equity culture of DHHS.</p> <p>The most salient and impactful portions of the policy recognizes the ability of Milwaukee County to make changes at a systemic level and identify policies and practices working in favor of racial equity. Updates to this policy conforms with federal standards in the Federal Acquisition Register. Changes, revisions, and edits to the policy were described in detail.</p>

SCHEDULED ITEMS (CONTINUED):

	<p>Discussion ensued at length regarding additional proofreading edits needed. The Committee was informed the respective edits were made. The wrong version was included in the meeting materials. If recommended for approval by the Committee, the revised version will move forward to the full Board.</p> <p>Inquiries were posed related to changing “BHD” to “BHS” throughout the policy. For certain specific purposes, the organization continues to identify as “BHD” because that is how it’s reflected in the Wisconsin Statutes. The change to “BHS” was related to Milwaukee County’s branding initiative.</p> <p>The Governance Committee unanimously agreed to recommend approval of the policy to the Board pending corrections made prior to Board consideration.</p>
5.	<p>Bylaws Revisions.</p> <ul style="list-style-type: none">• Behavioral Health Division Hospital Verbiage• The Executive Committee’s Emeritus Position <p>Committee Members discussed additional edits and revisions needed to be made to the document. In Article II, fifth line from the bottom toward the end of the sentence, the word “Attempting” should be lower case. The third line from the bottom will be changed to read “addition, the board will monitor the quality, safety, and effectiveness of all contracted services.”</p> <p>Any and all references to acute inpatient services must be removed. Wherever “BHD” appears in the document, add “BHS” so both are listed, and the County’s rebranding is reflected.</p> <p>The Executive Committee’s Emeritus position was discussed at length, which is referenced in Article VII. It was recommended the position remain on the Committee, but the status of the position be changed back to a non-voting member with no voting authority. The Governance Committee decided to meet six times a year, which is also referenced in Article VII. This detail will need to be added.</p> <p>In Article V, the second line from the bottom references the “BHD administrator.” It should be changed to “BHS.”</p> <p>The Governance Committee unanimously agreed to recommend approval of the bylaws to the Board pending corrections made prior to Board consideration.</p>
6.	<p>Mental Health Board Relationship with the County Board.</p> <p>The Governance Committee agreed to lay this Item over.</p>

SCHEDULED ITEMS (CONTINUED):

7.	<p>Ethics Committee and Institutional Review Board - Future State.</p> <p>It is valuable to continue to have an Ethics Committee available to Behavioral Health Services (BHS) throughout this transition and moving forward post hospital closure. The Ethics Committee is charged with three crucial roles. These components include consultation, education, and policy oversight. Many of the Committee members, those in nursing and doctoral positions, were lost due to the closure of the hospital. The Committee continues to actively recruit new members to reflect diversity representation in terms of disciplines, specialties, and expertise. The plan is to continue to meet quarterly. The next meeting will be held in December.</p> <p>The Institutional Review Board (IRB) has been maintained for many years. Research, as a whole, has gone down in terms of its quantity at BHS. At the current time, there are four outstanding projects, which continue to be monitored. All appear to be going well. There have been no recent requests for research proposals. It still will be very important to have an IRB in the future state. There is definitely research associated with some of the grants awarded to BHS, including grants BHS intends to pursue. The IRB will be available to review those grant funded proposals. The Board will continue to maintain a close relationship with the Medical College of Wisconsin due to their in-house expertise, which BHS is able to pull from and consult with closely.</p> <p>In addition, there is still a trust fund at BHS, which was established back in 1970. It's the Freda Bruin trust fund. The IRB is really looking to revitalize the efforts around the guidelines for use of these funds, including who can access and the process for accessing the funds, to hopefully spur some additional research opportunities at BHS. It is also really important for BHS to have it as a resource for our provider network and the employees.</p> <p>Discussion ensued.</p> <p>This Item was informational.</p>
8.	<p>2023 Tentative Governance Committee Meeting Schedule.</p> <p>The Committee decided to meet six times a year. The final meeting schedule will be included in the Board's December meeting packet.</p>
9.	<p>Adjournment.</p> <p>Chairman Ginlack ordered the meeting adjourned.</p>

SCHEDULED ITEMS (CONTINUED):

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: 1:08 p.m. to 2:12 p.m.

Adjourned,

Jodi Mapp

Jodi Mapp

Board Liaison

Milwaukee County Mental Health Board

**The next meeting of the Milwaukee County Mental Health Board
Governance Committee will be on March 30, 2023**

**To View All Associated Meeting Materials,
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**Visit the Milwaukee County Mental Health Board Web Page at:
<https://county.milwaukee.gov/EN/DHHS/About/Governance>**