

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

Wednesday, March 8, 2023 – 1:30 P.M.
Microsoft Teams Meeting

MINUTES

PRESENT: Ken Ginlack and Mary Neubauer
EXCUSED: Thomas Lutzow and Maria Perez

SCHEDULED ITEMS:

1. **Welcome.**

Chairman Ginlack welcomed everyone to the March 8, 2023, Mental Health Board Governance Committee's remote/virtual meeting.

2. **Code of Conduct Policy.**

The recommendation from Corporation Counsel and the Ethics Board was for the Mental Health Board to follow the Milwaukee County Code of Ethics as outlined in Chapter 9 of the Milwaukee County Code of General Ordinances. The Board's policy, under Section 3, references Wisconsin Statutes and Milwaukee County's Code of Ethics. The policy was reviewed in detail.

Questions and comments ensued.

The Governance Committee unanimously agreed to recommend approval of the Mental Health Board Code of Ethics Policy to the full Board.

3. **New Board Member Orientation.**

As of this coming June, five of the thirteen Mental Health Board Members will have less than one year of tenure, which makes this topic very timely. The importance of having a procedure in place for new member orientation is crucial.

A draft agenda has been crafted with a list of topics. There are eight subject matters. Orientation would be a half-day session and cover Behavioral Health Services Programs and Services, Mental Health Board Responsibilities and Liabilities, Financial Oversight, Ethics Training, Officers and Committee Chairs, Member Expectations, Meeting Procedures, and Board Staff. Feedback on the topics and format is welcomed.

SCHEDULED ITEMS (CONTINUED):

	<p>Any type of online training mechanism presented through Dayforce, the County’s time and attendance system, will not be accessible to Board Members. However, modules can be made available through a file sharing method. Training completion verification can be provided as well.</p> <p>The recommendation is new Board Members participate in orientation within the first thirty days of appointment. Ongoing trainings will be offered as needed. Format technicalities are still a work in progress.</p> <p>Discussion surrounding the draft agenda ensued at length. Questions were also posed related to the review of meeting materials prior to public dissemination and the parties included in the review.</p> <p>This Item was Informational.</p>
4.	<p>Board Member Expectations.</p> <p>There are two primary sections for this policy. The first section gives the bigger picture of the Mental Health Board as a whole and includes their responsibilities, function, and purpose as a governing body. The second section is about expectations for individual Board Members in the performance of Board service. Behavioral Health Services’ mission, vision and values are included. Also included are the specific responsibilities outlined in the State Statutes and service expectations.</p> <p>The policy can also be used as a tool for the County Executive’s Office to utilize for their recruitment process. The role a Board Member plays is extensive. It will be helpful for potential candidates to know what all is entailed prior to making a commitment. Organizations identified in State Statutes responsible for the designation of candidates could also find this policy useful for solicitation of potential selections to move forward to the County Executive’s Office.</p> <p>The Governance Committee unanimously agreed to recommend approval of the Board Member Expectations Policy to the full Board.</p>
5.	<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: 1:39 p.m. to 2:36 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 May 10, 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>**