

Chairperson: Supervisor Peggy West, 278-4269

Committee Clerk: Jodi Mapp, 278-4073

Research Analyst: Jennifer Collins, 278-5290

COMMITTEE ON HEALTH AND HUMAN NEEDS

Wednesday, December 9, 2009 - 9:00 A.M.
Milwaukee County Courthouse, Room 201-B

MINUTES

PRESENT: Supervisors Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair)

EXCUSED: Supervisor De Bruin

SCHEDULED ITEMS:

APPOINTMENTS - 1

1. 09-208 From the County Executive, appointing Ms. Lisa Jo Marks to the position of Director of the Department of Health and Human Services for Milwaukee County.

00:41 Madame Chair announced prior to commencement of the meeting that Item #1 was being withdrawn. She continued by providing comments regarding Ms. Marks' service and tenure as the Interim Director of the Department of Health and Human Services.

The Committee took no action regarding this item.

DEPARTMENT ON AGING – 9

2. 09-448 From the Director, Department on Aging, requesting authorization to execute a contract with the Wisconsin Department of Health Services (DHS) enabling the Department on Aging to serve as the Aging Resource Center of Milwaukee County under Family Care for the period January 1, through December 31, 2010, and to accept \$2,619,521 and such other revenues as DHS may award to operate the Resource Center in 2010.

APPEARANCES:

Stephanie Stein, Director, Department on Aging

Maria Ledger, Director, Care Management Organization, Dept. on Aging

Gail Cheatham, Assistant Director, Area Agency, Department on Aging

00:32 **MOTION BY:(Clark) Approve. 6-0**

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
and West (Chair) - 6

NOES: 0

SCHEDULED ITEMS:

3. 09-449 From the Director, Department on Aging, requesting authorization to execute a contract with the Wisconsin Department of Health Services (DHS) enabling the Milwaukee County Department on Aging to serve as a Care Management Organization (CMO) under Family Care for the period January 1, through December 31, 2010, and to accept the funding provided thereunder.

APPEARANCES:

Stephanie Stein, Director, Department on Aging
Maria Ledger, Director, Care Management Organization, Dept. on Aging
Gail Cheatham, Assistant Director, Area Agency, Department on Aging

Questions and comments ensued.

- 03:24 Supervisor Clark requested that the Department provide an update for the January meeting cycle regarding the monitoring of expenditures within the Paratransit budget, which is needed due to the change in formula by the State for reimbursement. This information will assist in deciphering between Paratransit riders through Milwaukee County's CMO and other riders.

The Committee also requested an update on the effects of multiple CMOs operating in Milwaukee County for the January meeting cycle.

MOTION BY:(Mayo) Approve. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
and West (Chair) - 6

NOES: 0

4. 09-450 From the Director, Department on Aging, requesting authorization to execute a Professional Services Contract with Andrea & Orendorff, SC to provide Fiscal Management Partnership Services to the Department on Aging – Care Management Organization (CMO) under Family Care for the period January 1, through December 31, 2010, and a requirement that the vendor service fees shall not exceed \$625,000 during the contract period and with the option of up to two one-year extensions without a competitive Request for Proposals (RFP) based on satisfactory vendor performance.

APPEARANCES:

Stephanie Stein, Director, Department on Aging
Maria Ledger, Director, Care Management Organization, Dept. on Aging
Gail Cheatham, Assistant Director, Area Agency, Department on Aging

SCHEDULED ITEMS:

Questions and comments ensued.

05:11 **MOTION BY:(Clark) Approve. 6-0**
AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
 and West (Chair) - 6
NOES: 0

5. 09-451 From the Director, Department on Aging, requesting authorization to execute a Professional Services Contract with the Milwaukee Center for Independence, Inc. to provide Best Practice Team Quality Review Services to the Department on Aging – Care Management Organization (CMO) under Family Care for the period January 1, through December 31, 2010, and a requirement that vendor service fees shall not exceed \$797,300 during the contract period and with the option of one additional one-year extension without a competitive Request for Proposals (RFP) based on satisfactory vendor performance.

APPEARANCES:

Stephanie Stein, Director, Department on Aging
Maria Ledger, Director, Care Management Organization, Dept. on Aging
Gail Cheatham, Assistant Director, Area Agency, Department on Aging

Questions and comments ensued.

08:00 Supervisor Mayo requested a copy of all Disadvantaged Business Enterprise (DBE) entities that participated in this contract.

MOTION BY:(Clark) Approve. 6-0
AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
 and West (Chair) - 6
NOES: 0

6. 09-452 From the Director, Department on Aging, requesting authorization to execute a Professional Services Contract with Wisconsin Physicians Service Insurance Corporation (WPS) to provide Third Party Administrator (TPA) Services for the expansion of the Care Management Organization (CMO) under Family Care for the period January 1, through December 31, 2010, and to award \$239,347,028, including \$2,090,421 in vendor service fees and \$237,256,607 in pass through dollars for member service payments to be made to agencies providing services to Family Care members age 18 to 59.

SCHEDULED ITEMS:

APPEARANCES:

Stephanie Stein, Director, Department on Aging
Maria Ledger, Director, Care Management Organization, Dept. on Aging
Gail Cheatham, Assistant Director, Area Agency, Department on Aging
Questions and comments ensued.

04:32 **MOTION BY:(Mayo) Approve. 6-0**

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
and West (Chair) - 6

NOES: 0

7. 09-453 From the Director, Department on Aging, requesting authorization to submit the 2010-2012 Milwaukee County Plan for Older People to the Wisconsin Department of Health Services – Bureau on Aging and Disability Resources and to accept the federal and state revenues provided thereunder.

APPEARANCES:

Stephanie Stein, Director, Department on Aging
Maria Ledger, Director, Care Management Organization, Dept. on Aging
Gail Cheatham, Assistant Director, Area Agency, Department on Aging

00:30 Ms. Stein stated this is a plan that the Department is required to write every three years for the State and Federal Government, which lays out the Department's objectives. This plan is written under the direction of Ms. Cheatham who made sure that the plan was written after a very extensive series of public hearings.

01:03 Ms. Cheatham stated it is very important to the Department to secure feedback from older adults. This feedback is obtained during public hearings through surveys, questionnaires, and environmental scans and has been key in regards to all projects undertaken by the Department. Other projects were identified through this process such as the Senior Ambassador Program, which the older adults are looking forward to and are very happy about because this provides an opportunity for them to become empowered.

This particular plan required certain fields. Emergency Preparedness, Transportation, and Family Care Giving were required components of the Area Plan.

Questions and comments ensued.

SCHEDULED ITEMS:

MOTION BY:(Dimitrijevic) Approve. 5-0

AYES: Dimitrijevic, Coggs, Clark, Lipscomb and West (Chair) - 5

NOES: 0

EXCUSED: Mayo – 1

8. 09-454 From the Director, Department on Aging, requesting authorization to (1) execute a Professional Services Contract with Superior Support Resources, Inc. (SSR) to provide MIDAS Hosting and Support Services to enable the Department on Aging – Care Management Organization (CMO) under Family Care to lease MIDAS and (2) execute an agreement to lease MIDAS to the Southwest Family Care Alliance, with a requirement that vendor service fees to SSR shall not exceed \$110,000 in 2010, and that revenue from the lease with Southwest Family Care Alliance shall cover costs of the MIDAS Hosting and Support Services contract with SSR.

APPEARANCES:

Stephanie Stein, Director, Department on Aging

Maria Ledger, Director, Care Management Organization, Dept. on Aging

Gail Cheatham, Assistant Director, Area Agency, Department on Aging

Questions and comments ensued.

03:41 ***MOTION BY:(Mayo) Approve. 6-0***

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair) - 6

NOES: 0

9. 10-33(a)(a) From the Director, Department on Aging, requesting authorization to execute the 2010 State and County Contract covering the administration of Social Services and Community Programs – Aging Programs and to accept the federal and state revenues provided thereunder, including any and all increases in allocations during the contract year.

APPEARANCES:

Stephanie Stein, Director, Department on Aging

Maria Ledger, Director, Care Management Organization, Dept. on Aging

Gail Cheatham, Assistant Director, Area Agency, Department on Aging

00:23 ***MOTION BY:(Dimitrijevic) Approve. 6-0***

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair) - 6

NOES: 0

SCHEDULED ITEMS:

10. 10-34(a)(a) From the Director, Department on Aging, requesting authorization to execute 2010 Program and Service Contracts.

APPEARANCES:

Stephanie Stein, Director, Department on Aging
Maria Ledger, Director, Care Management Organization, Dept. on Aging
Gail Cheatham, Assistant Director, Area Agency, Department on Aging

00:20 Ms. Stein stated this report represents contracts that need to be executed for 2010. There is one nutrition contract being reallocated, which will enable the O.A.S.I.S. Center on 24th and Mitchell to operate its own nutrition program. Additional Family Care Giving money has been moved to the Family Care Giver Program that is run by Interfaith because the need for help for families, especially those caring for people with Alzheimer's Disease, is dramatically increasing. All money will be administered in one place to ensure the money gets to people in a very fast and efficient manner.

The service delivery of the Milwaukee County Commission on Aging does both performance and contract reviews. Recommendations are then made to the Commission on Aging. The Commission on Aging votes on the contracts, which are then brought before this Committee for action.

Questions and comments ensued.

MOTION BY:(Dimitrijevic) Approve. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
and West (Chair) - 6

NOES: 0

OFFICE FOR PERSONS WITH DISABILITIES – 1

11. 09-459 From the Director, Office for Persons with Disabilities, requesting authorization to contract with Easter Seals Southeastern Wisconsin for a period of three years, beginning January 1, 2010, and concluding December 31, 2012, to provide program planning and service provisions for the Wil-O-Way Recreation Program.

APPEARANCE:

Don Natzke, Director, Office for Persons with Disabilities

00:53 Mr. Natzke stated this is a very important program. Milwaukee County has really stepped up to support the program, which really has made a

SCHEDULED ITEMS:

difference in the lives of many people in the community.

MOTION BY:(Mayo) Approve. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
and West (Chair) - 6

NOES: 0

DISABILITIES SERVICES DIVISION – 1

12. 10-27(a)(a) From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Disabilities Services Division Purchase of Service Contracts for the Disability Resource Center, Developmental Disabilities, and Physical Disabilities.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Geri Lyday, Administrator, Disabilities Services Division, DHHS

Questions and comments ensued.

00:21 ***MOTION BY:(Mayo) Approve. 6-0***

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
and West (Chair) - 6

NOES: 0

HOUSING DIVISION - 1

13. 10-38(a)(a) From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Purchase of Service Contracts for the provision of various emergency counseling, shelter, temporary, and supportive housing services in the amount of \$1,259,355.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Jim Mathy, Housing Program Manager, DHHS

Questions and comments ensued.

00:27 ***MOTION BY:(Mayo) Approve. 5-0***

AYES: Dimitrijevic, Mayo, Clark, Lipscomb and West (Chair) - 5

NOES: 0

EXCUSED: Coggs – 1

SCHEDULED ITEMS:

ECONOMIC SUPPORT DIVISION - 3

14. 09-31(a)(b) From the Interim Director, Department of Health and Human Services, requesting authorization to amend the 2009 Purchase of Service Contract with the YMCA of Metropolitan Milwaukee for the Marcia P. Coggs Human Services Center Drop-In Child Care Center.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Felice Riley, Administrator, Economic Support Division, DHHS

Questions and comments ensued.

00:23 **MOTION BY:(Mayo) Approve. 5-0**

AYES: Dimitrijevic, Mayo, Clark, Lipscomb
and West (Chair) - 5

NOES: 0

EXCUSED: Coggs – 1

15. 09-460 From the Director, Department of Health and Human Services, requesting authorization to enter into a 2010 Contract with the State of Wisconsin for operation of the Wisconsin Home Energy Assistance Program (WHEAP).

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Felice Riley, Administrator, Economic Support Division, DHHS

Dennis Buesing, Contract Administrator, Management Services Division, DHHS

00:10 Ms. Marks explained what moneys are distributed through the State and what moneys are distributed through Milwaukee County.

Questions and comments ensued.

MOTION BY:(Mayo) Approve. 5-0

AYES: Dimitrijevic, Mayo, Clark, Lipscomb
and West (Chair) - 5

NOES: 0

EXCUSED: Coggs – 1

SCHEDULED ITEMS:

16. 08-484(a) From the Interim Director, Department of Health and Human Services, submitting an informational report regarding the progress of the Economic Support Division's modernization initiative and the State takeover of Income Maintenance. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Felice Riley, Administrator, Economic Support Division, DHHS

- 00:32 Ms. Riley stated that the final transition stage of the State's takeover has begun. Over the last couple of months, current service area statistics show some of the highest wait times documented within the case question area. This is a result of the movement of County staff over to the State, in addition to some of the tasks related to their function. This has caused confusion for clients. Ms. Riley went on to state that they would continue to work with their State partners through the next three weeks with a focus on moving face-to-face service under the management of State operations.

MOTION BY:(Lipscomb) Receive and Place on File the report from the Interim Director, Department of Health and Human Services, dated November 11, 2009. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair) - 6

NOES: 0

- A. Informational report from the Hunger Task Force regarding the administration of the FoodShare Program in Milwaukee County.

APPEARANCE:

Sherri Tussler, Executive Director, Hunger Task Force

- 00:17 Ms. Tussler stated that Milwaukee County saw a 25% FoodShare caseload increase and the State saw a 37% caseload increase over the month of October. The Hunger Task Force has been working out of the Coggs Center providing a self-service laboratory for sometime now. It is the Hunger Task Force's feeling that State Representatives do not understand how complex the FoodShare problems and issues are. Ms. Tussler went on to state that a complaint kiosk is going to be installed in their area and explained the complaint process and kinds of complaints received. She continued by detailing all of the services offered to clients

SCHEDULED ITEMS:

to assist in the FoodShare process.

24:36 Madame Chair directed County Board staff to work with Intergovernmental Relations' staff to draft a form letter that each Committee Member can sign and send, along with these reports, to their respective State Representatives and Senators. Staff should also contact all remaining County Supervisors via email to apprise them of this initiative informing them as to the reasoning behind it and attach the draft letter they can send to their State Representative and Senator.

MOTION BY:(Dimitrijevic) Receive and Place on File the report submitted by the Hunger Task Force. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair) - 6

NOES: 0

DELINQUENCY AND COURT SERVICES DIVISION – 3

17. 09HN28 From the Interim Director, Department of Health and Human Services, submitting an informational report regarding the award of Juvenile Justice Grant Funds to the Delinquency and Court Services Division from the Wisconsin Office of Justice Assistance. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Eric Meaux, Administrator, Delinquency and Court Services Division (DCSD), DHHS

00:37 Ms. Marks stated this is an Office of Justice Assistance Grant. It is money that is over and above what was reflected in the 2010 Adopted Budget. Once the money is received, a fund transfer will be prepared and brought back before the Finance and Audit Committee.

Questions and comments ensued.

The Committee took no action regarding this informational report.

The Committee broke at 12:00 p.m. and reconvened at approximately 12:25 p.m. The roll call was taken and all Committee Members, with the exception of Supervisor De Bruin (excused), were present.

SCHEDULED ITEMS:

18. 09-461 From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Delinquency and Court Services Division Professional Service Contracts with community vendors for Delinquency and Court Services Programs.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)
Eric Meaux, Administrator, Delinquency and Court Services Division (DCSD), DHHS

- 00:30 Ms. Marks stated this report represents the Division's 2010 contracts that the Department is requesting to execute based on a Request for Proposals (RFP), which was let in 2008. Vendors were chosen in 2009. Two of the contracts are health related and one is for the Milwaukee Urban League for the Safe Alternatives for Youth Program.

MOTION BY:(Mayo) Approve. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair) - 6

NOES: 0

19. 10-8(a)(a) From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Delinquency and Court Services Division Purchase of Service Contracts with community agencies for a variety of Delinquency and Court Services Programs.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)
Eric Meaux, Administrator, Delinquency and Court Services Division, DHHS

Questions and comments ensued.

- 11:40 ***MOTION BY:(Lipscomb) Approve. 5-1***

AYES: Dimitrijevic, Coggs, Mayo, Lipscomb and West (Chair) - 5

NOES: Clark - 1

SCHEDULED ITEMS:

BEHAVIORAL HEALTH DIVISION - 7

20. 10-5(a)(a) From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Purchase of Service Contracts for the Behavioral Health Division for the provision of Adult and Children Mental Health Services and Alcohol and Other Drug Abuse (AODA) Services.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

John Chianelli, Administrator, Behavioral Health Division (BHD), DHHS

01:12 The following people appeared and spoke regarding this item:

Mr. John Eagan

Mr. Serge Blasberg

Questions and comments ensued.

MOTION BY:(Mayo) Approve. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb
and West (Chair) - 6

NOES: 0

21. 09-462 From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Professional Service Contracts for the Behavioral Health Division.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

John Chianelli, Administrator, Behavioral Health Division (BHD), DHHS

Alex Kotze, Fiscal Management Analyst, BHD, DHHS

00:24 Mr. Chianelli stated the report reflects a number of professional services contracts that the Division routinely brings before the Committee each year. Many of the contracts represent mandatory services provided as part of their license to run a mental health facility. Mr. Chianelli discussed the various contracts in detail.

Questions, comments, and discussions ensued at length.

SCHEDULED ITEMS:

MOTION BY:(Mayo) Approve the balance of agencies' contracts (excluding A'viands LLC) and in the amounts delineated in the report from the Interim Director, Department of Health and Human Services, dated November 24, 2009. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair) - 6

NOES: 0

MOTION BY:(Lipscomb) Approve the A'viands LLC contract (\$5,416,201) as contained in the report from the Interim Director, Department of Health and Human Services, dated November 24, 2009. 4-2

AYES: Dimitrijevic, Coggs, Lipscomb and West (Chair) - 4

NOES: Mayo and Clark - 2

22. 09-463 From the Interim Director, Department of Health and Human Services, requesting authorization to accept grant dollars from the State of Wisconsin for a five-year Crisis Grant in the Behavioral Health Division.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

John Chianelli, Administrator, Behavioral Health Division (BHD), DHHS

- 00:05 Mr. Chianelli stated this is a report seeking authorization to accept a five-year grant from the State of Wisconsin for crisis. It is actually a training grant to train all the counties on crisis intervention. They will be a lead agency for the State of Wisconsin serving the southeastern region.

MOTION BY:(Mayo) Approve. 6-0

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair) - 6

NOES: 0

23. 09-464 From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Paramedic Contracts with eight municipalities for Paramedic Transport and Advanced Life Support Services for the Behavioral Health Division for the period January 1, 2010, through December 31, 2013.

SCHEDULED ITEMS:

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

John Chianelli, Administrator, Behavioral Health Division (BHD), DHHS

00:25 **MOTION BY:(Mayo) Approve. 6-0**

AYES: Dimitrijevic, Coggs, Mayo, Clark, Lipscomb and West (Chair) - 6

NOES: 0

24. 09HN29 From the Interim Director, Department of Health and Human Services, submitting an informational report regarding receipt of a grant award from the Substance Abuse and Mental Health Services Administration (SAMHSA) to integrate services and support for youth and young adults, 16-25, with serious mental health conditions and their families in the Behavioral Health Division. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

John Chianelli, Administrator, Behavioral Health Division (BHD), DHHS

00:32 Mr. Chianelli stated this is a grant received for adolescent children, who have emotional and behavioral disorders, transitioning from the child system of care to the adult system of care that treats young adults age 16-25.

The Committee took no action regarding this informational report.

25. 09-121(a) From the Interim Director, Department of Health and Human Services, submitting an informational status report on the contractual dietary services provided by A'viands, LLC. **(Also to the Committee on Finance and Audit.) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

John Chianelli, Administrator, Behavioral Health Division (BHD), DHHS
Bill Domina, Corporation Counsel

00:25 Mr. Chianelli stated what the Committee has in the report before them is the average cost per month of this contract and how that average

SCHEDULED ITEMS:

monthly cost is annualized to equal or translate into savings. He addressed initial start-up issues the vendor had in the beginning and said BHD has been working closely with the vendor, which has helped to rectify these problems. BHD will continue to work with the vendor on a daily/weekly basis to ensure contract compliance. BHD's team of dieticians, as well as the nursing staff and medical team, still monitor the diets of each and every patient. Things have now stabilized and great improvements have been seen.

Questions and comments ensued.

06:52 Supervisor Dimitrijevic requested information that reflects precise numbers representative of the error rate prior to Board day. Providing this log will confirm improvement.

07:31 Supervisor Mayo requested information showing exactly how the cost savings from this privatization is realized.

16:45 Supervisor Johnson requested information that includes whether or not the food service area is fully staffed, if there have been delays with presenting food to clients, and if there is any health insurance offered to the food service staff through A'viands.

The Committee took no action regarding this informational report.

26. 09HN30 From the Interim Director, Department of Health and Human Services, providing an overview of the contract and contracting process for Housekeeping services at the Behavioral Health and Delinquency and Court Services Divisions. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCES:

Bill Domina, Corporation Counsel

Amos Owens, Purchasing Administrator, Procurement, DAS

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

James Tietjen, Administration, BHD

01:10 Mr. Domina stated there are two processes for letting contracts in Milwaukee County. One is the professional services contract process and the other is through procurement. They have been working on cleaning up the distinction between the two to ensure that contracts are being processed consistently. Some of the professional services contracts processed that are really procurement contracts are examples of past

SCHEDULED ITEMS:

practices. These procurement contracts have historically come through as professional services contracts. They have always been handled that way, they are used to doing them that way, and over the years, they do not change their course.

Mr. Domina went on to state in terms of those two processes though, it is important to know that professional services have a specific definition in the Ordinances that contemplate those services for which a unique skill set is measured. He gave examples. Under procurement, the concept is that those are more regular contracts that may not require the same sort of policy scrutiny that have an affect on routine in terms of purchase of commodities and items that are related to the regular day-to-day ongoing operation of this entity. There are probably thousands of contracts that go through Procurement as a regular course that the Board does not see. These contracts are budgeted for and are processed. The Board has established criteria for how the contracts are set up, when Request for Proposals (RFP) is required, how the review panel is set, and when the panel makes their decisions. The Board has structured the process fairly tightly, but these processes are delegated to the Director of Procurement to handle. Housekeeping is an example of a non-professional services contract, which makes it a contract that can be properly handled through Procurement. The Director of Procurement has been involved in assessing the contract RFPs and has engaged in a process that, in his opinion, meets the standards of the Ordinance in terms of selection of a vendor. Mr. Domina wrapped up by stating he does not have objection, as the County's lawyer, to using Procurement for this particular contract. It is not inappropriate under the Ordinances.

Questions and comments ensued.

- 27:05 Mr. Amos discussed, in brief, Chapter 32 and Section 56.30 and the differences between the two. He stated basically, it was decided that the housekeeping and janitorial services' contracts should go through the Chapter 32 process.
- 28:18 Supervisor Clark requested that Mr. Amos provide her with information pertaining to the following as it relates to the two vendors chosen to provide service: (1) is Milwaukee County responsible for purchasing the cleaning supplies that will be used by the vendors, (2) when will the Committee be able to receive copies of the contracts, (3) a side-by-side comparison of what it costs the County to provide this service, including the number of employees and the number of work hours, and what it will cost the County under the new contracts, and (4) what is MidAmerican's full business title and where is it located.

SCHEDULED ITEMS:

33:38 Supervisor Mayo requested a copy of the housekeeping RFP.

Other questions posed and information requested by the Committee include the following: (1) what is the estimated cost of housekeeping from 2010 forward, (2) provide background information on the vendors selected for the housekeeping contracts, (3) when will the contracts be executed, (4) was a Disadvantaged Business Enterprise (DBE) goal added to the RFP and if so, how did each of the selected companies comply with that goal, (5) how is procurement information shared with the County Board when in the past, procurement updates were given to the Board, (6) who put the RFP together, (7) why is the housekeeping contract a one year contract, and (8) does Milwaukee County have any previous relationship with either selected company?

01:04:34 Madam Chair indicated that this item will be scheduled for the January meeting cycle.

The Committee took no action regarding this informational report.

MANAGEMENT SERVICES DIVISION – 4

27. 09-465 From the Interim Director, Department of Health and Human Services, requesting authorization to enter into a 2010 Professional Service Agreement for specialized accounting services with Quick Financial Solutions, LLC, in the amount of \$260,091.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)
Dennis Buesing, Contract Administrator, Management Services Division, DHHS

Questions and comments ensued.

01:07 ***MOTION BY:(Clark) Approve. 5-0***

AYES: Dimitrijevic, Mayo, Clark, Lipscomb and West (Chair) - 5

NOES: 0

EXCUSED: Coggs – 1

28. 10-35(a)(a) From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Purchase of Service Contracts for Management Services Division Programs.

SCHEDULED ITEMS:

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Dennis Buesing, Contract Administrator, Management Services Division, DHHS

Questions and comments ensued.

00:29

MOTION BY:(Clark) Approve. 5-0

AYES: Dimitrijevic, Mayo, Clark, Lipscomb and West (Chair) - 5

NOES: 0

EXCUSED: Coggs – 1

29. 10-32(a)(a) From the Interim Director, Department of Health and Human Services, requesting authorization to enter into 2010 Contracts with the State of Wisconsin for Social Services and Community Programs.

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Dennis Buesing, Contract Administrator, Management Services Division, DHHS

Questions and comments ensued.

01:01

MOTION BY:(Clark) Approve. 5-0

AYES: Dimitrijevic, Mayo, Clark, Lipscomb and West (Chair) - 5

NOES: 0

EXCUSED: Coggs – 1

30. 09HN31 From the Interim Director, Department of Health and Human Services, submitting an informational report regarding review and approval of revisions to the 2010 Master Contract Template utilized by the Department in the awarding of 2010 Purchase of Service Contracts.
(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)

APPEARANCES:

Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)

Dennis Buesing, Contract Administrator, Management Services Division, DHHS

SCHEDULED ITEMS:

00:30 Ms. Marks stated that what they did this year, in an effort to go “green,” is make one standard contract template that will be used for all of their contracts. Contracts will now be presented as informational reports instead of making copies of every single contract and attaching them to the reports. This template has been reviewed and approved as to form by Corporation Counsel and Risk Management.

The Committee took no action regarding this informational report.

STAFF PRESENT:

Stephanie Stein, Director, Department on Aging
Maria Ledger, Director, CMO, Department on Aging
Gail Cheatham, Assistant Director, Area Agency, Department on Aging
Don Natzke, Director, Office for Persons with Disabilities
Lisa Jo Marks, Interim Director, Department of Health and Human Services (DHHS)
Geri Lyday, Administrator, Disabilities Services Division, DHHS
Jim Mathy, Housing Program Manager, DHHS
Felice Riley, Administrator, Economic Support Division, DHHS
Dennis Buesing, Contract Administrator, Management Services Division, DHHS
Eric Meaux, Administrator, Delinquency and Court Services, DHHS
John Chianelli, Administrator, BHD/County Health Programs, DHHS
Alex Kotze, Fiscal Management Analyst, BHD, DHHS
Bill Domina, Corporation Counsel
Amos Owens, Purchasing Administrator, Procurement, DAS
James Tietjen, Administration, BHD
Jennifer Collins, Research Analyst, County Board

This meeting was recorded. Committee files contain copies of the subject reports, communications, resolutions, and ordinances, which may be reviewed upon request to the Chief Committee Clerk. The official copy of these minutes, along with the audio recording of this meeting, is available in the County Board Committee Services Division.

Length of meeting: 9:35 a.m. to 3:00 p.m.

Adjourned,

Jodi Klapp

Committee Clerk
Committee on Health and Human Needs