

**MEETING OF THE
WINNEBAGO COUNTY
DEPARTMENT OF HUMAN SERVICES BOARD
AND FACILITIES & PROPERTY MANAGEMENT**

Minutes

DATE: Thursday, May 10, 2018

TIME: 3:00 p.m.

PLACE: Oshkosh Human Services Building, Room 33

MEMBERS PRESENT: Robert Keller, Tom Egan, Andy Buck, Jim Wise, Larry Lautenschlager, Jim Koziczkowski, Mike Norton, Donna Lohry, Jerry Finch, Judy Wright

MEMBERS EXCUSED: Harold Singstock, Michael Conley-Kuhagen, Karen Powers, Bill Wingren

STAFF PRESENT: Bill Topel, Mary Fredrickson, Renee Soroko, Doug Brey, John Sheehan and Pam Bartelt

Robert Keller called the meeting to order at 3:00 p.m. Larry Lautenschlager asked for any public comments.

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

Bill Roh has been a supporter of this project since it started. He is requesting that he be able to have the opportunity to speak after hearing the details of the location and the cost of the project.

AGENDA ITEM #2: PRESENTATION OF DESIGN & COSTS RELATED TO BUILDING A 16-BED SHORT-TERM CRISIS CENTER (CBRF)

Bill Topel shared that we currently have two 8-bed facilities for consumers that are in crisis and short term transition and can utilize these Community Based Residential Facilities (CBRF) instead of going to a hospital. Winnebago County has been operating this type of facility for the past 30 years which is a cost-effective, monitored environment which is a less traumatizing method to get the services needed for those in crisis. We have previously leased the two buildings for these facilities which will expire in 2020. The new lease would need to be negotiated but would reflect an increase in rent. There have also been challenges with maintenance issues and citations for these items.

A spreadsheet projecting the current costs of building one facility that is more energy efficient, has effective use of staff and is able to serve the needs of our consumers was discussed. This shows when the facility would start providing a payback to the county which is based on 80% capacity. People need to be ambulatory in order to utilize this facility.

Roger Schregardus and Eric Bauman from *Boldt Technical Services* shared three plans displaying the location and placement of the facility on different county properties. The benefits and disadvantages were shown for each site in regards to items such as storm water management, utilities, communication lines, power, required earthwork, wetlands, and accommodation of the site for the design, etc. The schematic design and floor plans of the facility were shown. There will be two wings with eight single use rooms with private restrooms per wing. Both wings are viewable from the main office area. There will be administrative and general use offices, a conference room, a garage with storage, a shared common space, kitchen and dining area, basement with storage. A recommendation from *The Boldt Company* based on a comparative analysis of the multiple sites

under consideration was made to proceed with a site on the east side of Butler Avenue. Projected costs based on a Schematic Level of Design & Engineering was shared showing a projected total of \$3.48 million. The cost breakdown shows \$2.7 million for construction expenses; \$189,000 for construction contingency of 7% and \$600,000 for furniture, fixtures & equipment. If this recommendation is approved, construction would be projected to begin in spring of 2019 to be completed by May of 2020.

AGENDA ITEM #3: VOTE ON RECOMMENDING TO THE WINNEBAGO COUNTY BOARD APPROVAL OF THE PLAN TO UNDERTAKE CONSTRUCTION OF THE FACILITY AND APPROPRIATE FUNDS FOR THAT PURPOSE

Mike Norton made a motion for the Human Services Board Members to recommend to the Winnebago County Board approval of the recommended plan to undertake construction of the facility and appropriate funds for that purpose. This motion was seconded by Jim Koziczkowski and passed unanimously. (6-0)

Tom Egan made a motion for the Facilities & Property Management Committee Members to recommend to the Winnebago County Board approval of the recommended plan to undertake construction of the facility and appropriate funds for that purpose in the amount of \$3.48 million. Andy Buck seconded this motion which passed unanimously. (4-0)

AGENDA ITEM #4: ADJOURN

Mike Norton make a motion to adjourn the joint meeting; seconded by Jerry Finch and carried. (10-0)

Respectfully submitted by Pam Bartelt, Human Services Department/pb