

# LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

## *Minutes*

June 24, 2010

**Present:** Ackley; Bills; Jackson; Keller; Miley; Van Doren; Welch; Wilson;  
Zimmerman  
**Absent:** Clites; Martinez; Smith  
**Staff:** Keener; Myers; Rawlings (Minutes); Strayer  
**Public:** Ackley

## **CALL TO ORDER**

Ackley called the meeting to order at 3:04pm.

## **PREVIOUS MINUTES**

**MOTION** by Wilson to approve the previous minutes dated May 27, 2010.  
**SUPPORTED** by Keller. **MOTION CARRIED.**

## **PUBLIC COMMENT**

No public comment.

## **SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS**

None

## **COMMITTEE REPORTS**

### **A. Standing Committees**

#### **1. Consumer Advisory**

Miley reported on the Consumer Advisory Committee which was held on June 1st. **MOTION** by Miley to approve election of new CAC Members: Robert Wilson (MI Child representative); Jane Lucas (DD Representative); Evelyn Reid (At Large). **SUPPORTED** by Van Doren. **MOTION CARRIED.** Linda Holden will be an alternate member of the Affiliation Consumer Advisory Committee. There is a new policy that members will attend all out of town meetings via telephone or video conference. By-Laws are being revised to reduce term of Chair and Vice Chair positions. Concern was expressed about staff shortage at New Focus Clubhouse, particularly in respect to proposed "Meet the Candidate" forum planned in September. Myers noted that CMH staff would be available to give assistance if needed.

#### **2. Quality Assurance/Compliance**

There was no Quality Assurance/Compliance meeting in June.

#### **3. Facilities Committee**

There was no Facilities Committee Meeting in June.

#### **4. Operations and Budget**

Miley reported on Operations and Budget Committee which met on June 16<sup>th</sup>. **MOTION** by Miley to approve the CSSN Boilerplate Revision. **SUPPORTED** by Keller. **MOTION CARRIED.** We are in receipt of an addendum to the County Lease to reflect space transfer to SCMW and reallocation of common space. Space allocated to CMH has been reduced to 21,305 sq.ft, which at \$8.75 per

sq.ft. totals \$15,534.90 per month through February 2011. **MOTION** by Miley to accept the County Lease Addendum. **SUPPORTED** by Zimmerman. **MOTION CARRIED.** Van Doren and Welch abstained. The Honeywell project at the Human Services Building was discussed. Van Doren noted that the glass at the front of the building is being changed to increase energy efficiency. Goodwill remodeling is on schedule for completion in early September.

### **Data and Finance Reports:**

New Focus Clubhouse usage and billable hours continues to decline. The quarterly outcome report will be available next month for evaluation.

Service Inquiry breakdown shows 129 inquiries in May, with 86 referred out, 43 assessments, 4 denials with 38 receiving service. None added to the waiting list. A comparison of hospital admissions to the previous fiscal year was provided to the committee, along with a breakdown of Medicaid/GF/ABW split. This information is useful to track possible trends. Community inpatient hospitalization shows 9 adults and 7 children admitted in May. State institution graph reflects one person at Kalamazoo for the whole month, and one for 5 days.

Finance Report - 67% of the way through the fiscal year, 65% revenue and expenditure. Contribution needed from the fund balance looks better than last month; however, this will change with Medicaid eligibility. Currently showing 39% of the amount of contribution from the fund balance needed to balance the budget. Interest rates for investments on the Wealth Management fund is 2.91% for the general fund and 2.66% on the Hendershot account, and the mortgage is now down under \$500,000. The breakdown of the mortgage is 60% for the Clubhouse and 20% for each of the houses. Jackson questioned the quantity of telephone charges on the two voucher lists (Clubhouse, long distance, Sprint, Wireless, T1 line) and the number of different carriers. This consolidation is something that has been discussed before, however, no solution has been found to date. Voice over internet protocol was discussed as well as the new fiber optic lines that will be going through Adrian in the near future. Van Doren recommends a meeting with Matt Richardson, who is responsible for county telephone system. **MOTION** by Jackson to approve the Finance Reports and Vouchers totaling \$437,140.36. **SUPPORTED** by Keller. **MOTION CARRIED.**

### **5. Personnel Committee**

There was no Personnel Committee meeting in the month of June.

## **6. Recipient Rights Advisory Committee**

Miley reported on Recipient Rights Advisory Committee which met on June 22<sup>nd</sup>. Fran Foley delivers her monthly Recipient Rights Training using a new Power Point presentation. Fran is also participating in an Affiliation initiative to ensure consumers living in apartment settings are afforded the same rights protection as consumers in all other settings. The Semi Annual Report has been submitted to the state, the first two quarters show a total of 31 complaints received. Neglect Class III (staff not following a standard of care that results in placing the recipient at risk of harm) shows the highest number of substantiated allegations. Sandy Keener is watching Incident Report data closely.

## **7. Retirement Committee**

There was no Retirement Committee Meeting in the month of June.

## **B. Ad-Hoc Committees**

There were no Ad-Hoc Committees in June.

## **EXECUTIVE DIRECTOR'S REPORT**

1. Myers would like to thank Sandy Keener and Management Team staff for making sure everything ran smoothly while he was away on vacation.
2. Migrant Services - at the last board meeting there was discussion about mental health services at the migrant camps this summer. Bert Fenby at Community Action Agency was contacted. He explained that the program is much smaller now, and that Mary Alvarado has established a good working relationship with the growers and laborers. There is also a group of doctors from the U of M who are available. Fenby has been advised that LCMHA is available to assist in any way we can.
3. Youth in Transition Initiative - Sandy Keener/Kathryn Szewczuk are involved with a large collaborative group (Goodwill/ISD/DHS/MRS etc)

in an effort to address the needs and issues faced by youth of Lenawee county.

4. Wellness Club - we have been asked to be a partner in the Wellness Club at the Hope Center along with Promedica, YMCA, ISD and other organizations. Marsha Diczko will be joining the committee.

5. Space Transfer - Issues have been resolved and construction has begun. The rate adjustment with the county will take effect in mid-June.

6. FY11 Budget - A lot is still unknown. Lobbyists once believed we should have a budget by the end of June; however, it looks like there may not be a budget before the recess.

7. Medicaid budget - the state did not get a two year waiver renewal. Along with growing GF concerns, it seems there is reason to be worried about the Medicaid side too.

8. Daily Telegram - LCMHA received a telephone call from the Editor who is concerned about the use of public funds for the recent letter writing campaign. Kathryn Szewczuk is following up.

9. Affiliation Meeting - There is increasing concern from the WCHO about managing risk regarding Medicaid dollars, and how the partners are not budgeting the same way or monitoring expenditures to revenue on a regular basis, or predicting/projecting swings in Medicaid and GF.

10. Senate Bill 421 - Proposes a reduction in the number of CMHSPs to 18 by tying into a cut in administrative costs for CMHs, this might be a way of achieving those cost savings. We will be watching this closely.

## **REPORT FROM BOARD CHAIR**

1. Ackley attending the Affiliation Meeting. There was discussion about the rights of consumers to choose where they live. This is as a result of a policy statement from the Board Association, developed in response to comments the Department made about legacy programs (sheltered workshops, homes with 6 beds etc). The Department wants to make sure that other alternatives are made available. Ackley requested more information, and this should be available for Operations & Budget Committee next month.

2. As a result of the recent tornado damage in Monroe county, affiliate members discussed their emergency preparedness, and the fact that most of the affiliation is not prepared. Sandy Keener reported that Lenawee recently completed a disaster plan, in conjunction with a county wide initiative to institute such. There is also a plan to relocate in the event of the Human Service Building being out of commission. It is our intention to continually update and evaluate this plan. A few years ago we also received a first responder's grant to address the needs of

people in the community. The Sheriffs Department has software available to enter information about special needs in the event of a power failure etc. As crisis plans are formulated, we let families know of this possibility. Each group home also has its own emergency plans.

## **BOARD MEMBER COMMENTS**

Van Doren noted that after the disaster in Dundee, Herrick Medical Center was used for triage, and many other emergency services from Lenawee were dispatched and helped in the Dundee area. Jackson reported that there will be a benefit concert at Tecumseh Civic Auditorium on Friday evening to benefit those affected by the tornadoes. Miley noted that the Friday Facts reported that the Finance Committee of the Board Association had discussed the DCH decision to streamline the 236 transfer process.

## **ADJOURNMENT**

Meeting adjourned at 4:10pm.

/klr

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Scott Clites, Secretary

Date