

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes

October 28, 2010

Present: Ackley; Bills; Clites; Jackson; Keller, Martinez, Miley; Smith; Van Doren; Welch; Wilson; Zimmerman
Absent: None
Staff: Myers; Rawlings (Minutes); Keener; Perez and Szewczuk
Public: None

CALL TO ORDER

Ackley called the meeting to order at 3:35pm at Goodwill Industries of SE Michigan following a group tour of the renovated facilities.

PREVIOUS MINUTES

MOTION by Zimmerman to approve the previous minutes dated September 30, 2010. **SUPPORTED** by Keller. **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

Melinda Perez received an award for 25 years service with Lenawee Community Mental Health Authority. Congratulations Melinda.

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Advisory

There was no Consumer Advisory Committee meeting in October.

2. Quality Assurance/Compliance

There was no Quality Assurance/Compliance meeting in October.

3. Facilities Committee

There was no Facilities Committee Meeting in October.

4. Operations and Budget

Policies: MOTION by Miley to approve revised policy A-208 Tuberculosis. **SUPPORTED** by Jackson. **MOTION CARRIED.**

Premium Only Plan Resolution: MOTION by Smith to approve Premium Only Plan Resolution, which allows employees to participate in the pre-tax deduction from payroll for their contribution into the HSA savings. **SUPPORTED** by Keller. **MOTION CARRIED.**

Board Association Economic Impact Study: There was discussion regarding the Board Association's intention to pursue a study by Anderson Economic Group of the costs and benefits of ensuring a consistent public safety net of mental health services for Michigan residents. The cost of \$34,500 is proposed to be spread throughout the membership by a voluntary contribution of \$1000. Operations & Budget Committee tabled this issue until more information was available. Myers has had preliminary discussion with Affiliate Directors. It is believed the study will be used by the new administration. Jackson voiced concerns regarding apportionment of voluntary contribution (Lenawee is much smaller than many of the other Boards); whether the study could be used as an argument to privatize mental health services or split the DD population from MI. Myers will be discussing this further with our Affiliate partners before a decision is made.

Board Association Budget & Dues Increase: The Board Association has also increased our dues by \$30, and approved a 3% pay increase to their staff in the FY2011 budget. CMH Board previously took action to oppose the Board Association Budget. There was discussion about the vote on this issue at the Fall Conference, and Jackson's vocal opposition. It is unsure how

effective the two lobbying firms were in deflecting the anticipated budget cuts. It was agreed to find out what action our partners will be making before a decision is made.

2010/2011 Budget: Myers reported that the FY10/11 budget was built upon an anticipated 20% reduction in state GF, which resulted in having to take \$240,000 from the fund balance. In actuality we received \$118 regular GF cut, and an administrative side reduction of \$6800. This drops the requirement from the fund balance to \$50,000. However, FY 2011/12 will be a totally different story. Expenditure adjustments have been made to balance the budget. Operations & Budget Committee proposed reviewing the Board's previous decision to make a 35% cut in contribution to employee HSA account in light of brighter budget situation. If the Board fully funded employee HSA accounts for the upcoming calendar year it would cost \$9,000, requiring us having to take \$59,000 from the fund balance. **MOTION** by Jackson to approve the full restoration of employee HSA amount, with the understanding that this is likely the last time that the Board will be able to do this. **SUPPORTED** by Clites. **MOTION CARRIED.**

Data: Clubhouse merger with Monroe will be going ahead. Disenrollment of the LCMHA Clubhouse program will be done in the near future. It is unsure if Monroe will be using the New Focus facility, or if they will look for another location nearer the Monroe/Lenawee border. Renaissance Community Homes had approached management regarding possibility of leasing office space on the second floor; however, this has proved to be cost prohibitive for them.

Inpatient hospitalization for September dropped. No children were admitted to local community inpatient hospitals. One adult was readmitted within 30 days, no-one was admitted who had previously been denied service within the last 3 months. State institution utilization was also down, and we will finish the year end under budget. 109 service inquires received in September, 50% GF/Medicaid. 35 were found to be eligible and receiving services. One person was removed from the waiting list - total on waiting list = 25.

Finance Report: The preliminary year end report includes the 236 Transfer. Contribution from fund balance is zero.

Cash balance: \$200,000 was transferred from wealth management investment account for cash flow purposes. Investments earning 2.71% and 2.94% return. It was clarified that the transfer of \$11,000 from Hendershot fund is a carry over from previous fiscal year for Hope Center activities and will drop out on the next report. There will be another transfer for this current year of \$10,000 for anti stigma disability awareness at the Hope Center.

MOTION by Jackson to accept the financial report and additional vouchers totaling \$179,185.85. **SUPPORTED** by Keller. **MOTION CARRIED.**

The CMH telephone system will transfer to D & P Communications in the next few weeks. It was agreed to convene a By-Laws Committee in order to review stance on being able to conduct business and vote via electronic devices.

5. Personnel Committee

There was no Personnel Committee Meeting in October.

6. Recipient Rights Advisory Committee

There was no Recipient Rights Advisory Committee Meeting in October.

Retirement Committee

There was no Retirement Committee meeting in the month of October.

B. Ad-Hoc Committees

There were no Ad-Hoc Committee Meetings in October.

EXECUTIVE DIRECTOR'S REPORT

1. Candidate Forum. Congratulations to Kathryn Szewczuk who did an excellent job of helping to organize this event on October 25th at Siena Heights University. There was good attendance, media attention and reviews. Consolidation legislation was discussed by the candidates and they were both in our favor.
2. Traveling Suitcase Exhibition. Plans are progressing well. We have a contract with the owners of the exhibit and arrangements are confirmed with the Lenawee Historical Museum. We will be putting together the enhancements in order to educate the community, ex. artifacts from Michigan state hospitals. The Mental Health Awareness Committee will be meeting on November 2nd to begin work on this.

3. Consumer Advisory Committee. Myers suggested this committee re-examine its charge, reevaluate its mission and intention as it seemed to have lost its way. Meetings will start up again next week with a facilitator from Livingston who will help with this process.
4. Telephones. The transfer to D & P Communications will occur next week. The next step will be to look at data lines.
5. Snow Plow & Lawn Contracts. We have renewed contracts for both services for one more year at the same rate.
6. Policies. Many of our policies are out of date. Sharon Robb and Melinda Perez will be working together to review, revise and bring them to the Board for approval.
7. Board Vacancy. Myers sent a letter to the County asking for the reappointment of Jim Van Doren as a member at large to complete his term. Also, if they wish to maintain two county commissioners on the Board, this could be done when Bill Zimmerman's term expires in March. A response has not been received yet.
8. MACMHB – Expanded Membership. It is proposed to include advocacy groups and providers. These issues are still being debated in committees.
9. DCH – Mike Head discussed GF administrative reductions at the Board Association Executive Committee Meeting. He would like to find a way to achieve these cuts by centralizing administrative functions with our partners, furthering the idea that consolidation of CMHSPs is still at the forefront.
10. Advocacy Plan. An Advocacy Plan for FY2011 was presented. The Board Association is hoping that the Board will review and support in the coming weeks relating to position on health care reform. More information to follow.
11. A letter from Bev Lyell, Goodwill is in Board packets thanking CMH for support of renovations.

REPORT FROM BOARD CHAIR

It is necessary to set a date for a combined November/December Board Meeting due to the holidays. **MOTION** by Jackson to change the date of November & December Board Meetings and combine them on December 9th, and move Operations & Budget Committee to November 18th at 3pm. **SUPPORTED** by Wilson. **MOTION CARRIED.**

Judy Ackley reported that it is important for members to read the Friday Facts, and if necessary these can be discussed at Board Meetings. She thought it was interesting to learn that many Boards do not see finance reports every month. If board members need any explanation of the finance report or budget figures – please ask Roger for more information.

There was discussion at the Board Association about using the Carver model for committee meetings.

BOARD MEMBER COMMENTS

Jackson commented that the Fall Conference was one of the best ones that he has attended, even though member and vendor attendance was low. Smith also enjoyed the conference, and believes it is valuable to be able to network with other board members. He enjoyed an autism workshop, and a health care reform workshop. Bills was able to attend some break out sessions this year – in the past she has been doing BoardWorks trainings. Welch thoroughly enjoyed the tour of Goodwill, and is encouraged by the good work being done for the community. Van Doren announced that the County has approved a tentative budget, with most Departments seeing a 7.1% cut. He said that this trend is something we all need to share in. County per diems stand at \$40 (CMH reduced their per diem payments to \$20 a few years ago). Wilson attended a very informative workshop regarding teen suicide. Martinez attended two BoardWorks trainings and a Social Security presentation.

Miley, Ackley, Wilson and Myers attended the Annual Affiliate RRAC Meeting in Ann Arbor last week. Previously this group had met 3x per year, it is now agreed to only meet 2x per year. Consumers living in apartment settings were the main topics of conversation, with the stress needed on staff training and consumers being able to report issues. Melinda Perez reported that Renaissance staff will soon have access to trainings on Essential Learning which will help with additional staff training.

MOTION by Jackson that the Executive Director expresses our thanks to the management of Goodwill for hosting the Board Meeting today.

SUPPORTED by Smith. **MOTION CARRIED.**

ADJOURNMENT

Meeting adjourned at 5:00pm.
/klr

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Scott Clites, Secretary Date