

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes

SEPTEMBER 29, 2011

Present: Bills; Clites; Jackson; Keller, Martinez, Miley; Smith (C), Wilson; Welch
Absent: Ackley; Smith (N); Van Doren;
Staff: Keener; Myers; Rawlings (Minutes); Robb; Crosier; Douglas; Patterson
Public: None

CALL TO ORDER

Bills called the meeting to order at 3:20pm in the absence of Chairperson Ackley, immediately following Board Member Recipient Rights Training.

PREVIOUS MINUTES

MOTION by Keller to approve the previous minutes dated August 25, 2011. **SUPPORTED** by Welch. **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

Five year service awards were presented to Stacie Crosier; Kevin Patterson and Sarah Douglas.

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Advisory

There was no Consumer Advisory Committee meeting in September.

2. Quality Assurance/Compliance

There was no Quality Assurance/Compliance Committee meeting in September.

3. Facilities Committee

There was no Facilities Committee Meeting in September.

4. Operations and Budget

Miley reported on Operations & Budget Committee which met on September 21st.

MOTION by Miley to approve current contracts for a second year. It was noted that M. Roman contract (Assisting at the Clubhouse) should be removed from the list.

SUPPORTED by Keller. **MOTION CARRIED.**

MOTION by Miley to approve payment of MACMHB Dues for 2011/12. **SUPPORTED** by Keller. **MOTION CARRIED.**

Data: State institution line shows one person at Kalamazoo; however, this month we have had two people – one of whom will be moved soon to a different residential setting. We should remain under budget at the year end. Inpatient hospitalizations are slightly above the budget line. 78% of admissions were previously unknown to us, with 74% having cooccurring substance abuse issues (particularly alcohol and marijuana). None of the admissions had been denied service within the last three months. Service Inquiries for August were increased from previous months mainly due to current economic climate. The waiting list remains at zero.

Finance Report: At the end of August 92% of the way through the year, 89% revenue is in, and 89% expenditure spent. We have some end of the year expenses that were approved yet

to be included. We are showing adding \$447,000 to the fund balance, however, that will decrease after year end expenses are all in. It is possible that we could have some GF left over. Jackson recommended transferring all of the money borrowed from the Hendershot account back into the Hendershot account.

Cash balance: \$4.08m. Hendershot and GF investment accounts market value increased.

MOTION by Jackson to approve the finance report and additional vouchers totaling \$488,304.84. **SUPPORTED** by Clites. **MOTION CARRIED.**

Spending Plan – FY2012: Myers explained changes that have been built into next years spending plan, including an anticipated 8% cut in GF (40% of which has to come from administration). There is also a 15% cut in special populations. ABW is reduced by \$30,000 based on enrolment. Earned revenue other is increased by \$25,000 for the youth in transition pilot program we are working on with the LISD (18 – 30 year olds – wraparound program). The new budget totals \$14.3m, which is down by \$60,000 from this year. Salaries and wages line is increased to reflect step increases and continuation of the bonus concept. A series of benchmarks will be developed in the near future. Fringe benefits reflect a 10% increase in health insurance. We also recognize the effects of Senate Bill 7 (Public Employer Health Benefits contribution cannot exceed 80%). Myers explained SB7 which defaults us to the hard cap. We would have to opt out of the hard-cap to the 80/20 plan – although this would adversely affect staff. Hard cap saves the board a small amount, but it is yet undecided how vision coverage will be paid (staff/board) or a combination. The budgeted figure also assumes that the board will continue to pay 100% of the HSA contributions. Decision regarding health insurance has been referred to Personnel Committee. Communication line is \$10,000 less, this relates to the switch to D & P Communications. Building rental has gone up to \$43,810 due to having to pick up the debt retirement portion. There is a shift in specialized residential costs from group homes to CLS sites.

MOTION by Jackson to approve the FY2012 Spending Plan as presented. **SUPPORTED** by Keller. **MOTION CARRIED.**

5. Personnel Committee

There was no Personnel Committee meeting in September.

6. Recipient Rights Advisory Committee

Miley reported on the Recipient Rights Advisory Committee Meeting held on September 27th. A new Recipient Rights power point training has been piloted, and there is a new online training for CMH staff, board and committee members. All contract service sites have been monitored. More complaints are being received mainly due to an increasing awareness. Work is continuing to increase awareness in apartment settings. The Rights

Office Assessment (3 yearly) saw Lenawee in full compliance with a couple of minor corrections.

7. Retirement Committee

There was no Retirement Committee meeting in September.

B. Ad-Hoc Committees

Jackson reported on the By-Laws Committee which met on September 16th. The original intent of the meeting was to add language regarding attendance via teleconference. However, it was agreed that the presiding officer can allow at their discretion, and it was not needed to change the By Laws. Committee definition and name was changed from Quality Assurance to Performance Improvement. It was also agreed to remove "Executive Committee" and to add responsibilities to Operations & Budget Committee. O & B Committee will only meet in compliance with the Michigan Open Meetings Act. It was agreed to add the word "Board" members to the first sentence of each committee. Sections were added to Facilities Committee and Performance Improvement Committees to include the ability to appoint ad-hoc members if deemed necessary. Amendments, Article VII wording added "proposed changes shall be presented in writing or in electronic format to Board Members at a regular or special meeting. Voting on the proposed changes shall occur at the next regular or special meeting of the Board." Miley noted that Page 3, Article IV, Officers, Section 4, #6 should have the words "of the Executive and" struck from the sentence. **MOTION** by Jackson to accept the revised By Laws, with the amendment to Page 3 for a vote at the next board meeting. **SUPPORTED** by C. Smith. **MOTION CARRIED.**

Emily Martinez reported that the Cultural Competency Conference was successful with good attendance. A formal report will be available for the next meeting.

EXECUTIVE DIRECTOR'S REPORT

1. Clubhouse. Gil Henry showed the property to a catering company last week. No other interest.
2. Recipient Rights Survey. Our RR Office was audited last week for 2.5 days by the State Rights Office. We achieved a perfect score again, with one required action on two policies (WCHO) related to psychotropic medication administration (still in draft form). The assessors were very complimentary about the thorough job that Fran Foley is doing, and also the support available and supervision from the Affiliation.
3. Renaissance. A letter was included in the board packets responding to the report in the Ann Arbor media. Since this report we have done an administrative review of the

Renaissance office. Apart from a couple of overdue staff trainings – our findings were very acceptable.

4. Dual Eligibles. The state intends to develop a model for integrated care for Medicaid/Medicare consumers. Initial plans suggest intent to roll up dollars and put it into the hands of one or two contracting entities. We do not know how this will affect us or consumers yet. DCH has issued a Request for Information, and will use this to construct a framework. Stakeholder forums have been held around the state. CMH will be having a community forum next Wednesday, October 5th in the River Raisin Room from 2pm – 4pm. A series of questions will be asked and responses will be submitted to DCH by October 7th.
5. Physical health/mental health. At next month's board meeting Sandy Keener will review the Washtenaw Disease Management Study which highlights the relationship between physical healthcare, behavioral care, recovery and the positive results.
6. FQHC. CMH has been working with the Family Medical Center in an effort to get good medical care for its consumers. The medical center is currently located in a space which is very cramped. We have been working with Ed Larkins (Executive Director of the Family Medical Center) to try and improve the situation. One of our access workers and a peer support specialist attends a few days a week, and there is very little room for us to provide service. The search for another site in the area has not been very successful. In the meantime a co-operative arrangement with the Health Department for a temporary solution may be possible. Patsy Bourgeois – Health Director has offered space and time (pending Board approval), CMH would provide support staff, FMC would provide the medical practitioner. There is a long process the Family Medical Center has to follow including grant writing etc before they can secure new premises. Sandy Keener reported that of the 1200 consumers we have served over the past year, over half of those use the Family Medical Center and most are Medicaid or uninsured. The FMC has increased its hours since the beginning of the year, but desperately needs more space to work effectively. If a building of suitable size can be found they would like to bring the dental clinic under one roof also.
7. Substance Abuse Coordinating Agency. Myers spoke to the county Human Service Committee about issues we are facing. The letter to the commissioners was shared with the group. The Commissioners suggested that a paper be prepared for consideration. A paper was submitted to the County Administrators Office with a recommendation to take the issue to the community, so that a plan can be developed by the Lenawee Community Collaborative. In turn the recommendations would go back to the County Commission. Welch reported that this issue will be discussed at Ways and Means Committee on October 11th. C. Smith noted that he had spoken with Gary VanNorman (Mid South) who will also be addressing the County Commission on this issue. However, ultimately it has to be decided what is in the best interests of Lenawee County?

REPORT FROM BOARD CHAIR

No report from Board Chair as she is absent. Deb Bills reported on the 4-Board Meeting last week. More information was provided regarding dual eligibles and copies of the materials

are available. Pat Barrie's paper was circulated to the board members. A letter to the board chairperson was received from the Board Association thanking us for the remainder of the dues payment. A boardworks report is also available. If Board Members wish they can check out DVD's from Karen's office.

BOARD MEMBER COMMENTS

Wilson asked why legislators and lobbyists were not aware of the impending dual eligibles reorganization. Consumers attending Power Day in Lansing brought this to the attention of our representatives; however, they did not seem to know anything about it. Myers reported that this may be due to the fact that there is no legislation yet, this is still in the planning stages. Jackson reported that he attended an Elder Law Conference, and there was a lot of talk about the push for one access point, one point of control of the dollars, the elimination of carve out of behavioral health with no diminishment of services, or array of services, however, there was no plan yet. Jackson suggested going to the website to make comments.

ADJOURNMENT

Meeting adjourned at 5:04pm.

/klr

Scott Clites, Secretary

Date