

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes

JANUARY 26, 2012

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

CALL TO ORDER

Ackley called the meeting to order at 3:02pm.

PREVIOUS MINUTES

MOTION by Clites to approve the previous minutes dated December 8, 2011. **SUPPORTED** by Smith (C). **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

Chairperson Ackley presented Angela Pooley, MI Case Manager, with her five year service award.

COMMITTEE REPORTS

1. *Consumer Advisory*

There was no Consumer Advisory Committee meeting in January.

2. *Performance Improvement*

There was no Performance Improvement Committee meeting in January.

3. *Facilities Committee*

There was no Facilities Committee Meeting in January.

4. *Operations and Budget*

Miley reported on the Operations & Budget Committee Meeting which was held on December 21st.

MOTION by Miley to approve policy R-818 Person Centered Planning and RR-607 Office of Recipient Rights. **SUPPORTED** by Keller. **MOTION CARRIED.**

MOTION by Miley to approve policy C-424 Discharge from Services/Treatment and Follow Up. **SUPPORTED** by Keller. **MOTION CARRIED.**

MOTION by Miley to approve policy C-435 Use of Sample Medications. **SUPPORTED** by Jackson. **MOTION CARRIED.** Keener clarified that sample medications are always distributed to those in need before the expiration date is reached, and that it is very rare that we have to dispose of any.

MOTION by Miley to rescind policy R-816 Clinical Record. **SUPPORTED** by C. Smith. **MOTION CARRIED.**

MOTION by Miley to renew contracts for leases with Tipton, Oakwood and S. Main home owners for one year. **SUPPORTED** by Welch. **MOTION CARRIED.**

Miley also reported on the Operations & Budget Committee Meeting which was held on January 18, 2012.

MOTION by Miley to approve policies R-847 Assessment & Reassessment, and R-817 Administration of Medication and Other Medical Treatment. **SUPPORTED** by Keller.

MOTION CARRIED.

MOTION by Miley to approve policy C-422 Injection Clinic. **SUPPORTED** by Clites. **MOTION CARRIED.**

MOTION by Miley to approve an extension of the CSSN Contract with the WCHO for 90 days. **SUPPORTED** by Keller. **MOTION CARRIED.**

MOTION by Miley to approve payment of MACMHB dues for 2012 (\$9,330). **SUPPORTED** by Keller. C. Smith and Jackson voted against the motion. **MOTION CARRIED.**

Data: 106 Inquiries in December, with 36 eligible and receiving services. No one was added to the waiting list or refused service. We are watching the mix between GF and Medicaid. December saw 56% GF. The trend by month has shown a pattern with a spike in January. State institution admissions saw an increase in days with 4 people in hospital, 2 of those were children at Hawthorne. We are finding that Hawthorne is a cheaper option than private alternatives especially when GF is involved. They have also been working with us on speedy discharges.

Community inpatient reflects that the number of consumers is consistent with previous months, however stays are tending to be longer, and we had a couple of re-admittances. Currently 3% over budget - we will be making some budget adjustments in the coming months. 68% of admissions were previously unknown to us. 4 reported that the Family Medical Center was their primary health provider, and 4 did not have any primary care provider. 2 were readmitted within 30 days, no-one was admitted who had previously been denied service. Keener reported that we are looking at people we do not know, who are presenting for the first time at the hospital. Many appear at night, are suicidal and under the influence of substances. There was discussion about appropriate advertising, and the ability to do a better job if we could get more people into primary care offices. We currently advertise at all of the local radio stations, we have run ads at the movie theater and on billboards. It is believed that optimizing the internet using search engines and updating our website would be a good start.

Finance Report: 25% of the way through the year, 25% revenue is in and 25% expended. We still anticipate being able to contribute to the fund balance at the end of the year.

Cash balance: There were gains in both of the UBT Wealth Management investments. \$407,415 is owed on the mortgage.

MOTION by Jackson to approve the finance report and additional vouchers totaling \$282,616.89. **SUPPORTED** by Keller. **MOTION CARRIED.**

5. *Personnel Committee*

There was no Personnel Committee in the month of January.

6. Recipient Rights Advisory Committee

Miley reported on the Recipient Rights Advisory Committee which met on December 20th. The Rights Office scored 277 out of 277 on their three-year MDCH Systems Assessment. There has been an increase in rights complaint activity, with 77 complaints received for the fiscal year which includes 100 allegations. 89 of those allegations were substantiated. 11 were resolved by intervention and 55 were substantiated. There has been a significant increase in Neglect Class II cases where consumers have been hurt. Questions were answered regarding staff terminations; official remedial actions; parents/guardians reporting rights violations and sexual assaults. Goals for last year were accomplished, and the rights office continues to provide yearly trainings for recipients, family members, and guardians. One of the outcomes established for the coming year is to adapt those trainings to make them more user-friendly. A third outcome was added – to ensure that safety standards are addressed with providers. **MOTION** by Miley that LCMHA Board continues to fund the Office of Recipient Rights for FY 11/12 and to support the three outcomes established for FY 11/12. **SUPPORTED** by Keller. **MOTION CARRIED.**

7. Retirement Committee

There was no Retirement Committee in the month of January.

B. Ad-Hoc Committees

There were no ad-hoc committee meetings in the month of January.

EXECUTIVE DIRECTOR'S REPORT

1. We are looking at a busy summer and fall for site reviews. We expect a Joint Commission audit as early as September. There are new areas they will be looking at. Ex. Influenza vaccinations for staff, suicide risk assessment etc. DCH will be here in April for two weeks. The HSAG annual assessment (PIHP) is done by the state, and although it is an audit of the PIHP we will need to be available to report.
2. The Winter Conference is in Lansing on February 14th & 15th, with an Executive Committee Meeting on the 13th. Board Members please let Karen know if you are interested in attending.
3. Joanne Sheldon, the Director of LifeWays, has resigned and will be working at the Department of Corrections, coordinating their total health operation for the state. An interim Director will be appointed next week.
4. We are encouraged that 91% of our consumers now report that they have a primary care provider. This number is increased significantly thanks to the hard work of our staff; a community initiative - Access to Healthcare Committee was instrumental in bringing FMC to the community and the County Commission approved participation in the County Health Plan. There is also a spring conference for consumers being planned to encourage a healthier lifestyle.
5. The Affiliation Committee met on January 11th. New policies and the finance report were discussed. We are in a positive position with Medicaid. Board Members are

encouraged to volunteer to meet with legislators sometime towards the end of March. Clites volunteered to represent Lenawee. There will be talking points and reference materials available. Ackley will take this information to the next Affiliation Committee Meeting. Nancy Jenkins visited LCMHA last week; there was also a meeting with Senator Caswell.

6. Annual Submission. This document is due to the State at the end of February. It is heavy on data collection. This will be available at the Board Meeting in March.
7. Congratulations to John Berridge for completing the requirements for the Serving Our Veterans Behavioral Health Certificate for 20 CEUs. There are also six more staff in the stages of completing this program which relates to issues affecting returning veterans and their families.
8. Dual Eligible Planning Process. The Board Association completed its advocacy plan and submitted it to Director Dazzo. There are three elements: the proven performance of the current managed care system with strong emphasis on developing health homes; alignment and simplifying of administrative requirements across Medicaid and Medicare; implement by geographic region or sub-population with savings going back into community based services. Materials have been sent to Senator Caswell, who was meeting with Linda Zeller and the Board Association. The Senator is focused on a single point of entry, which he believes should be the Health Plans. The Board Association also believes in a single point of entry, however, for our consumers – that point of entry should be the CMHSP, as the Health Plans do not have the knowledge or understand the complexity of service for the people that we serve. There will be public forums on this matter before the State finalizes its plan.
9. Substance Abuse Co-Coordinating Agency. A committee made up of Jim Philp; Tom MacNaughton; Tim Kelly; Amy Palmer; Judge Iddings; Commissioner Tillotson; Commissioner Smith and facilitated by Kathryn Szewczuk met twice to discuss the realignment of the Mid-South Substance Abuse Commission. One meeting was with Pat Barrie and Marcy Scalera (WCHO), and the other with Gary Van Norman (Mid-South SA). A recommendation will be taken to the Community Collaborative that Lenawee will be aligned with WCHO. This will be forwarded to the County Commission for review, consideration and vote by June. Gary Van Norman is currently preparing a plan for CEI, and we expect a similar process to be instituted for Lenawee. C. Smith congratulated Kathryn Szewczuk on her facilitation skills, and reported that this change is the best for the people of Lenawee County.
10. Succession Plan. Eight years ago a plan was developed, and portions were implemented. There is 16 staff that will be eligible to retire by the end of 2012, with 13 of those eligible currently. It was agreed that a financial analyst would be an asset to us now, and could be groomed for the future. The organization structure will be re-examined, and the Succession Plan will be updated to get us back on track. Jackson would like to see this discussed at Personnel Committee. He also stated that we cannot expect staff to keep on taking on more responsibility and work, even though there is not much room in the budget – there is a need for continuity for the sake of the consumers.

11. Clubhouse. There is nothing to report, we will not know if the grant application has been successful until April. In the meantime we are expanding our interface with the Family Medical Center, which has been delayed slightly due to the resignation of a medical practitioner. The heating and water is still on, upkeep is being kept to a minimum.

REPORT FROM BOARD CHAIR

Ackley did not have a report.

BOARD MEMBER COMMENTS

Clites reported that the Mental Health Awareness Committee is working on organizing a day-long event for consumers on May 24th which focuses on total wellness. This will take the place of the Sharing Hope Conference, and will be at the United Methodist Church. The committee is working on lining up speakers. More information to come. Myers noted that the Affiliation has seen declining interest/attendance at the Sharing Hope Conference in the past few years, resulting in localization of events.

ADJOURNMENT

Meeting adjourned at 4:35pm.
/klr

Scott Clites, Secretary

Date