

**LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING
Minutes
January 31, 2013**

Present: J. Ackley; D. Bills; S. Clites; H. Keller; E. Martinez; G. Miley, C. Smith;
R. Tillotson; R. Wilson
Absent: M. Jackson; N. Smith; J. Van Doren
Staff: Andrews, Keener, Rawlings (minutes), Strayer, Snyder, Fronce,
Townsend, Szewczuk
Public: W. Hirschman (Roslund Prestage & Co)

CALL TO ORDER

Chairperson Bills called the meeting to order at 3:00 p.m.

PREVIOUS MINUTES

MOTION by C. Smith to approve the previous minutes dated December 19, 2012.
SUPPORTED by Ackley. **MOTION CARRIED.**

PUBLIC COMMENT

No public in attendance.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

Deb Strayer was presented with a service award for 35 years – congratulations. Richard Fronce, Johann Townsend and Aimee Snyder received awards for five years service.

Bill Hirschman presented the Independent Auditors Report for year ended September 30, 2012. No material deficiencies were found. The compliance audit will be performed in May.

Thank you notes from Roger Myers and Fran Foley were circulated for information.

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Advisory

Miley reported on Mental Health Awareness Committee which met on January 16. There was discussion about the Mental Health Awareness Month activities in May. Last year the State Walk A Mile was attended by about 30 people, however the local Walk A Mile was very poorly attended. It is doubtful that the local walk will be held this year. This meeting has been rescheduled to the third Wednesday of the month. The consumer video was shown to those who hadn't yet seen it, and it was agreed that there was no need to duplicate it. However, a group is excited to do something similar. It was stressed that a plan should first be submitted to the Board for approval. A new endeavor will be discussed at the next meeting.

2. Performance Improvement

There was no PI Committee in the month of January.

3. Facilities Committee

There was no Facilities Committee in the month of January.

4. Operations and Budget

Miley reported on Operations and Budget Committee which met on January 16th. A reduction in the lease cost of the home at S. Main has been negotiated due to the closure of one side of the home (6 beds) because of reduced need. This will result in an annual saving of approximately \$6,700. **MOTION** by Miley to approve renewal of the leases for Tipton, Oakwood and S. Main homes. **SUPPORTED** by C. Smith. **MOTION CARRIED.**

A new CSSN WCHO Contract has been received. Language has been clarified, and an Attachment B has been added which spells out the payments, payment periods etc. A new funding source has been added to include the DHS incentive payment. Also the PIHP will be responsible for negotiating all rates for community inpatient for the region. **MOTION** by Miley to approve the CSSN WCHO Medicaid Contract. **SUPPORTED** by Clites. **MOTION CARRIED.** Board Members whose terms expire in March was referred to Personnel Committee. The "Notice of Intent to Apply" has been submitted to the state.

Service Inquiry - 91 inquiries in December. 28 were referred out and 63 were scheduled for intakes, 57 intakes occurred in December. 44% were GF, 51%

Medicaid. 33 inquiries for SUD services 13 Medicaid, 15 block grant. 6 were referred out and 5 were denied because they did not meet criteria. One declined service, the total authorized for SUD treatment was 21.

State Institution – We continue to be above budget with 5 people in the hospital, 1 IST, 2 NGRI and a couple more at the Forensic Center who will be admitted soon. This cost is all GF.

Inpatient Hospitalizations – 16 admissions in December, 1 child and 15 adults with 9 diverted from the hospital. 44% GF and 56% Medicaid. 50% had co-occurring disorders, and 63% were previously unknown to us. 6 reported no primary care physician, 2 reported attending the Family Medical Center. We are tracking those who are discharged from the hospital and then fail to follow up at CMH. It should be noted that January's figures are very high (38 admissions to date).

Finance Report – Deb Strayer gave an overview. We may be able to save \$26,000 which is budgeted for an after-hours answering service. Effective Feb 25th CSTS (Washtenaw) will provide this service free of charge, and we hope to continue if it works satisfactorily. We have received the first quarter bill for the MOMs project. State institutions line continues to be above budget. The cost for PsychSystems is running high due to them providing extra guardianship testing for us. Michigan Agency with Choice is also high due to an increase in the utilization of respite services. Monroe Clubhouse is being under-utilized. A bequest on the private donations line will remain until a decision is made regarding this. The PSS grant through the WCHO was only a one-year grant, and not two as previously thought. The contribution from the fund balance is directly related to the high cost of state institutions.

Cash Balance – There was a loss for the month in GF wealth management account, and a gain in the Hendershot. Land contract balance is \$221,942 and we owe \$342,755 on the mortgage.

MOTION by Clites to accept the Finance Reports and additional vouchers totaling \$668,174.58. **SUPPORTED** by C. Smith. **MOTION CARRIED.**

MOTION by Miley to authorize the Executive Director, the Finance Officer, and the Board Chair to open any deposit or share account, endorse checks and orders, withdraw or transfer funds, and rent or lease a safe deposit box on behalf of LCMHA. **SUPPORTED** by Clites. **MOTION CARRIED.**

5. Personnel Committee

Personnel Committee met briefly prior to the Board Meeting today. Keller reported that there are four board members whose terms expire in March 2013. Deb Bills, N. Smith, M. Jackson and J. Van Doren have all expressed a desire to continue. **MOTION** by Keller to approve the renewal for three more years of Bills, Smith, Jackson and Van Doren to the Board of Community Mental Health. **SUPPORTED** by C. Smith. **MOTION CARRIED.** There was concern regarding the fact that three of these board members are members of Operations & Budget Committee, and this fact should be considered when committee assignments are made.

6. Recipient Rights Advisory Committee

There was no Recipient Rights Advisory Committee Meeting in January.

7. Retirement Committee

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

8. By-Laws

There was no By-Laws Committee Meeting in the month of January.

B. Ad Hoc Committees:

No Ad Hoc Committee Meetings in the month of January.

EXECUTIVE DIRECTOR'S REPORT

1. Keener met with the Space Planner and Architect working on the new Family Medical Center. Concept drawings are included in the board packet. It is hoped to break ground in September, followed by an 11 month build time.
2. We have convened internally an Integrated Healthcare team of 8 staff, who will be participating in a statewide learning community on integrated health. We hope to include a representative from the Family Medical Center to participate in designing processes for the FMC. The intent is to move our Meds Clinic into the new building. There will also be a lab and pharmacy on site.
3. New Regional Entity. The Notice of Intent to Apply was submitted to the state. We expect the "Application for Participation" to be released on February 6th. There is a planning conference scheduled for February 13th. As three of the four Directors are new, it was suggested that each board meet the new Directors.
4. SB41 – Senator Caswell has introduced this bill, which is in opposition the Medicaid Expansion. We expect to hear Governor Snyder's position on February 7th.
5. Kathryn Szewczuk and Sandy did a radio spot on Jan 12 talking about mental health.
6. We are seeing requests for more Mental Health First Aid Training, Kathryn will be scheduling.

7. The LCMHA website has been updated; it includes additional resources related to the Connecticut shooting.

REPORT FROM BOARD CHAIR

There was discussion regarding the bequest from a consumer. **MOTION** by Keller that the money received to be deposited in the Hendershot Account. **SUPPORTED** by C. Smith. **MOTION CARRIED.**

There is a 4 board affiliation meeting in February, Deb Bills urges board members to attend. Sandy Keener will confirm the date.

The MACMHB Winter Conference is on February 12th & 13th. Please let Karen know if you plan to attend.

BOARD MEMBER COMMENTS

Miley would like to welcome Sandy Keener to her new position. Bills thanked everyone who was involved in organizing Roger Myers' retirement party – it was very well attended, and Roger was very happy with it.

ADJOURNMENT

Meeting adjourned at 4:20pm.

/klr

Robert Wilson

Date