

**LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING  
Minutes  
March 28, 2013**

**Present:** J. Ackley; D. Bills; S. M. Jackson; G. Miley; C. Smith; N. Smith;  
R. Tillotson; J. Van Doren; R. Wilson  
**Absent:** S. Clites; H. Keller; E. Martinez  
**Staff:** Andrews, Cadieux, Deo, Foley, Illenden, Keener, McMillen, Miller,  
Monahan, Poore, Rawlings (minutes), Robb, Szewczuk, Witt  
**Public:** T. Ackley, C. Conklin, E. Kurtz, J. Terwilliger

**CALL TO ORDER**

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

**PREVIOUS MINUTES**

**MOTION** by N. Smith to approve the previous minutes dated February 28, 2013.  
**SUPPORTED** by C. Smith. **MOTION CARRIED.**

**PUBLIC COMMENT**

No public comment.

**SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS**

Bea Miller, Receptionist, was presented with a 20 year service award.

The Affiliate Directors gave a presentation regarding the new Regional Entity, the current status, target dates, what still needs to be accomplished etc.

## **COMMITTEE REPORTS**

### **A. Standing Committees**

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

Miley reported on Mental Health Awareness Committee which met on May 22<sup>nd</sup>. Plans for the 2<sup>nd</sup> Annual Path to Wellness and Recovery Workshop are being finalized. It will be on May 22<sup>nd</sup> at the First United Methodist Church. Two speakers have been confirmed.

The State Walk a Mile Rally will be on May 8<sup>th</sup>. Donations are being sought to cover the cost of T-shirts, which have been designed, and are being made by a consumer with a micro-enterprise at Goodwill. **MOTION** by Ackley to approve an amount up to \$1,000 from the Hendershot Fund to cover the cost of T-shirts. **SUPPORTED** by Jackson. **MOTION CARRIED.**

#### **2. Performance Improvement**

There was no Performance Improvement Committee Meeting in March.

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

There was no Facilities Committee Meeting in March.

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

**MOTION** by Miley to approve the Westhaven lease renewal due in May. **SUPPORTED** by Jackson. **MOTION CARRIED.**

**MOTION** by Miley to approve new Capitalization policy. **SUPPORTED** by Ackley. **MOTION CARRIED.**

**Service Inquiry** – 97 inquiries in February, which is a decrease from the previous month. Of the 65 who were eligible for our services 48% were GF, 46% Medicaid. This is the third month in a row where we have seen half of the population being uninsured. There were 33 substance abuse inquiries, 21 were eligible for service. These numbers are also down from the previous month.

**State Institution** – We continue to run over budget for the state hospitals despite the good work being done by John Berridge, who was able to divert someone from the Forensic Center straight into community placement. 71% of the budget has been expended at 42% of the way through the year. We have been notified of a rate increase for the state hospitals, and we should receive an accompanying increase in service authorization.

**Inpatient Hospitalizations** – 34 admissions in February, 32 adults and 2 children. 45% were Medicaid, and 52% GF. 60% were previously unknown to us. 28% had

co-occurring mental health and substance use disorders. For several months we have seen a decrease in the amount of co-occurring admissions. We are slightly over budget at 45%. 3 people were diverted from the hospital. We have received a good response to the new after-hours system through the WCHO, and we hope to be able to continue to divert people from the ER.

**Finance Report** – At 42% of the way through the year with 42% of the budget expended. Audit line is high, however, the second half of the audit (compliance) will be completed in May. Pharmacy costs are related to uninsured people needing medications. State institution line is at 71%. GuardianTrac and MAWC are seeing increased usage for respite services. SUD provider contracts are at 27%, as we begin to see claims coming in. Revenue is also at 42%. ABW is 35% with open enrollment on April 1<sup>st</sup>. We are expecting a number of people to become eligible, and we have staff on hand to help with paperwork. Contribution from the fund balance is \$257,717 – this is mostly attributable to state institution, community hospitalization and pharmacy.

**Cash Balance** – \$586,801.58. We saw gains on both UBT Wealth Management investment accounts. Balance on land contract is \$215,480 and principal balance on the mortgage is \$332,765.60.

**MOTION** by Jackson to accept the Finance Reports and vouchers totaling \$1,180,234.68. **SUPPORTED** by Tillotson. **MOTION CARRIED.**

**5. Personnel Committee**

There was no Personnel Committee Meeting in February.

**B. Recipient Rights Advisory Committee**

Miley reported on the Recipient Rights Advisory Committee which met on March 19<sup>th</sup>. Katie Snay has been attending many required trainings. First quarter complaints received were 14 which involved 14 allegations with 6 substantiated. There is an Affiliate RRAC meeting on April 18<sup>th</sup>. We are seeing an increase in incident reports of falls, mainly due to the aging population. We continue to track visits to the Emergency Room, medication errors and physical interventions. 7 deaths were reported in the first quarter.

**B. Retirement Committee**

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

**8. By-Laws**

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

**B. Ad Hoc Committees:**

No Ad Hoc Committee Meetings in the month of February.

**EXECUTIVE DIRECTOR'S REPORT**

1. We continue to look for psychiatrists in the community, as well as in other counties. However, we have not been very successful. There is a general shortage of psychiatrists in the state. Ed Larkins is working with Wayne State University in the hopes of getting a residency program for the FQHC next year.
2. Keener updated the committee on the provisional contract status of Christ Centered Homes. They are being closely monitored by our staff. Bishop Combs came for a meeting a couple of weeks ago to discuss the Plan of Correction and findings being made. He is committed to improving the overall service being provided. Keener reported that some progress has been made, but not enough to recommend any change in status at this time. **MOTION** by Jackson to continue the provisional status of the Christ Centered Homes contract for 90 days. **SUPPORTED** by N. Smith. **MOTION CARRIED.**
3. We should be thinking about the process for nominating members to the new regional PIHP board. **MOTION** by Van Doren to refer this to Personnel Committee, and for appointments to be recommended by the Board Chair. **SUPPORTED** by Wilson. **MOTION CARRIED.**
4. Handouts were distributed explaining the GF situation we are currently in. GF is 9% of the budget with 28% of consumers, not including state hospital, 2% ABW. For the last three months we have had 50% of consumer's uninsured, with 60% - 80% of community inpatient uninsured. We are obligated by the Mental Health Code to serve urgent or emergent consumers. Even with a GF deficit we have to continue to serve those in crisis. Pharmacy costs are up due to a decrease in sample meds and an increase in uninsured in the meds clinic. A Facts Sheet states that a waiting list will need to be instituted soon, as well as transitioning people out of services. There was discussion regarding the possibility of Medicaid Expansion. Three consumers recently testified in Lansing by explaining their personal situations. Board members expressed the need to start developing a plan to address the problem. Keener will work on Revised Spending Plan, and plan for the future for the next Board Meeting.

**REPORT FROM BOARD CHAIR**

A sample letter is included in the board packet, if anyone is interested in writing to their legislators. The Spring Conference is on April 30/May 1<sup>st</sup>. Emily Martinez will be attending the "Building Culturally Competent and Diverse Organizations and Systems of Care Conference" in Lansing in September.

**BOARD MEMBER COMMENTS**

None

**ADJOURNMENT**

Meeting adjourned at 5:00pm.

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Robert Wilson

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Date