

# LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

---

Minutes  
October 31, 2013

**Present:** D. Bills; J. Ackley; S. Clites; H. Keller; E. Martinez; G. Miley; M. Jackson;  
C. Smith; N. Smith; R. Tillotson; R. Wilson  
**Absent:** Van Doren  
**Staff:** Andrews, Keener, Rawlings (minutes), Robb, Ross, Strayer, Szewczuk  
**Public:** None

## **CALL TO ORDER**

Chairperson Bills called the meeting to order at 3:05p.m.

## **PREVIOUS MINUTES**

**MOTION** by Jackson to approve the previous minutes dated September 26, 2013.  
**SUPPORTED** by Keller. **MOTION CARRIED.**

## **PUBLIC COMMENT**

No public comment.

## **SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS**

None.

## **COMMITTEE REPORTS**

### **A. Standing Committees**

**1. Consumer Advisory**

There was no Mental Health Awareness Committee Meeting in October.

**2. Performance Improvement**

There was no Performance Improvement Committee Meeting in October.

**3. Facilities Committee**

There was no Facilities Committee Meeting in October.

**4. Operations and Budget**

Miley reported on this committee which met on October 16<sup>th</sup>. A Certificate of Resolution for Plan Year Ending December 31, 2014 keeps us in compliance with the IRS for pre-tax deductions for HSA and health insurance premium contributions. **MOTION** by Miley to approve Certificate of Resolution. **SUPPORTED** by Smith. **MOTION CARRIED.**

**Service Inquiry** – there were 102 inquiries in September, which is an increase from last month. 48% were Medicaid, 26% GF and 26% ABW. GF is down due to the waiting list. 52 assessments were completed, with 31 eligible for service. 6 were added to the wait list, which currently stands at 34. There were 29 inquiries for SUD service, 22 of those were authorized for service. 8 Medicaid, 13 block grant. We hope to have a report ready for next month's Operations & Budget Committee which compares the number served this year, to the previous year by Mid-South Substance Abuse.

**State Institution** – We continue to have the same people in the state hospital, with one waiting to be admitted from the Forensic Center. No available beds at Kalamazoo.

**Inpatient Hospitalizations** – 23 were admitted to community hospitals in September, 2 of those were children. October is looking to be a lot higher. 43% were previously unknown to us, 35% had co-occurring mental health and substance abuse issues. More than half were admitted by petition.

**Finance Report** – Deb Strayer reported on the Preliminary Year End Report. Final figures will be ready for the audit. Contribution from the fund balance is estimated to be \$578,753, which is a lot less than the \$829,000 predicted prior to the GF Reduction Plan. We have not yet received the county charge bill for state institutions. It is hoped that this comes in well below the amount estimated.

**Cash Balance** – September was a better month for the wealth management investment accounts, however, the full year shows a loss in value of \$39,383 on the UBT account and a gain of \$3500 on the Hendershot account.

**MOTION** by Jackson to accept the October Finance Reports and additional vouchers totaling \$489,715.00 . **SUPPORTED** by C. Smith. **MOTION CARRIED.**

Scheduled Board Meetings for November and December both fall on holidays, and it has been past practice to have a combined November/December board meeting. Operations & Budget Committee will meet as scheduled on November 20<sup>th</sup> and December 18<sup>th</sup>. **MOTION** by Miley to have a combined board meeting for November and December on December 19<sup>th</sup> at 3pm. **SUPPORTED** by Keller. **MOTION CARRIED.**

**5. Personnel Committee**

There was no Personnel Committee Meeting in October.

**6. Recipient Rights Advisory Committee**

There was no Recipient Rights Advisory Committee in October.

**7. Retirement Committee**

N. Smith reported on Retirement Committee which met yesterday. The committee had a conference call with members of Mass Mutual to answer further questions regarding the possible takeover by Mass Mutual of the actuarial services, currently handled by Dorsa. Smith outlined past communication problems with Dorsa and possible advantages of this being handled in-house by Mass Mutual. Also, Mass Mutual has a relationship with Mesirow Financial Fiduciary Service, who would manage and monitor all aspects of the fund portfolio, alleviating the liability and risk currently being shouldered by the committee. The committee still has concerns relating to the insurance policy (arbitration would have to be handled in Cook County, Illinois). Documents still need to be examined closely before any decisions are made. However, the actuary situation (Dorsa) should be addressed soon, as it is a one year process to make the transfer. There was discussion regarding performance, costs, transition time etc. It was agreed that other options, besides Mesirow Financial, should be explored (package as an RFP). There would be a need to have an Investment Policy in place before this could be done. The board was assured that currently the plan portfolio is performing well, and is 92% funded. **MOTION** by N. Smith to keep the relationship with Mass Mutual for the coming year, give them the opportunity to move actuarial services in house for the year 2014, and during that period evaluate whether to continue with the relationship or make changes. **SUPPORTED** by C. Smith. Jackson opposed. **MOTION CARRIED.**

**8. By-Laws**

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

**B. Ad Hoc Committees:**

No Ad Hoc Committee Meetings in the month of October.

**EXECUTIVE DIRECTOR'S REPORT**

1. Kathryn Szewczuk updated the board on prevention activities happening. Szewczuk has completed three safeTALK trainings, which involved about 50 people from the community. An ASIST training for 29 people also occurred – this teaches people how to intervene with suicidal individuals (involved SUD providers; law enforcement; corrections; probation, volunteers, clergy, colleges, EMTs etc.) More safeTALK trainers will be trained also. We are reaching out to older adult homes; senior centers; banks and transit systems also. Motivational Interviewing is a two-day training, 55 people attended last month, and another one in December expects about 70 attendees.
2. Keener reported that we heard from Marci Scalera on Friday, that the affiliation will be seeing an \$800,000 cut in SUD \$ from the state due to rebasing. Last year the Medicaid budget for SUD was \$329,232 with the cut we will only see \$139,569. To keep our budget whole for the coming year we will factor in PA2\$. We were hoping to use this money for community need.
3. We continue to limp along with one less Psychiatrist. The Lenawee Health Network is considering applying for a rural health grant which might help us in this area. There is also the possibility of using tele-psychiatry at the Family Medical Center in the future. We are working with our community partners to move people back to their primary healthcare doctors if they are stable. Work will continue in trying to bring a psychiatrist to LCMHA.
4. An Operating Agreement should be ready to take to Operations & Budget Committee in November for the new Regional Entity. Also the Regional Board will be looking at a new regional entity contract with the state.
5. LCMHA applied, and has been approved to be a Certified Application Counselor – this includes extra training for our Peer Support Specialists to be able to help consumers enroll for Medicaid and health insurance.
6. Lenawee is hosting the Annual Regional Recipient Rights Advisory Meeting next week – November 7<sup>th</sup> at Zeeb Rd. Many of the committee members will be attending.
7. MACMHB Fall Conference at the Soaring Eagle Casino in Mount Pleasant was last week. The smoky facilities made it an uncomfortable experience.

**REPORT FROM BOARD CHAIR**

Bills reported that she would not attend the Fall Conference again if it is held at the same facility. However, the last speaker was an author of “Annie’s Ghost” and he was very good.

**BOARD MEMBER COMMENTS**

Ackley reported the same issues with the Soaring Eagle. It was very smoky. Staff did their best to be very helpful and attentive. The author was great, and urged that “everybody has a story to tell”. Maybe this could be the theme of next year’s Mental Health Awareness Month? The legislative sessions were very informative also.

Clites had the best experience – his room was good and on a non-smoking floor. He enjoyed the break-out sessions and the keynote speakers. This is the first time he has had time to spend with other board members; he appreciated the camaraderie of the group!

Martinez did not have a good experience; she was able to change rooms after the first night. Charges were added to her personal credit card at check-out, which have since been deleted. The presenters were good.

Wilson enjoyed the conference; however, it is not a good example to set – being around gamblers and smokers!

**ADJOURNMENT**

Meeting adjourned at 4:30pm.  
/klr

---

Robert Wilson

---

Date