

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes
December 19, 2013

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

CALL TO ORDER

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

PREVIOUS MINUTES

MOTION by Van Doren to approve the previous minutes dated October 31, 2013.
SUPPORTED by C. Smith. **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

Patti Studnicka – MI Supports Coordinator was presented with an award for 10 years' service, and Susan Bradley – Fiscal Dept., was presented with a 25 year service award.

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Advisory

There was no Mental Health Awareness Committee Meeting in November or December. A holiday sing-along and puppet show was enjoyed by many consumers on December 4th at CMH.

2. Performance Improvement

Bills reported on the PI Committee Meeting held on November 18th. MDCH 3rd quarter data shows Lenawee 100% compliant in all areas except substance abuse discharge from detox seen within 7 days. One person kept us below the 95% threshold. Health information and minimum wage data is a state initiative, and they can withhold money from the affiliation if we do not stay below the 5% error rate. Satisfaction surveys were reviewed. Answers that included "no opinion" were removed as they negatively impacted the results. Kathryn Szewczuk updated the committee on the work being achieved in the individual workgroups and committees.

3. Facilities Committee

There was no Facilities Committee Meeting in November or December.

4. Operations and Budget

Miley reported on the meeting in November.

MOTION by Miley to remove provisional status from the Christ Centered Homes contract. **SUPPORTED** by Clites. **MOTION CARRIED.**

The Regional Operating Agreement for the new Regional Board was signed last month.

MOTION by Miley to approve a \$20 per hour rate increase for the doctors effective January 1st, 2014. **SUPPORTED** by Jackson. There was discussion about days worked by each doctor (varies between .5 and 4) and comparable rates for Psychiatrists in other areas. Some CMHs are moving to employing doctors directly rather than contract to enable fringe benefits. The effect on the budget (approx. \$25,000) is mostly Medicaid. **MOTION CARRIED.**

MOTION by Miley to approve policies: RR609 Recipient Payment for Damage to Property; RR613 Services Suited to Condition; RR615 Freedom of Movement; RR616 Personal Property & Funds; RR625 Right to Entertainment Materials, Information & News; R813 Advanced Directives and Do Not Resuscitate Order. **SUPPORTED** by Keller. **MOTION CARRIED.** **MOTION** by Miley to rescind policies: R844 Client Services Management, and R832 Policy & Procedure Process. **SUPPORTED** by Keller. **MOTION CARRIED.**

Ackley reported on Operations & Budget Committee Meeting held on December 18th. **MOTION** by Ackley to accept the PIHP Medicaid Subcontracting Agreement effective 1.1.14 – 9.30.14. **SUPPORTED** by Jackson. **MOTION CARRIED.**

There was discussion regarding board committee composition; openings and assignments. Board members are encouraged to advise the Board Chairperson of requests or recommendations. There is also concern that Operations & Budget Committee should be made up of members with staggered terms so that there is not a loss of expertise and knowledge at one time.

Service Inquiry – there were 86 inquiries in November, compared to 96 in October. 66% were Medicaid, 25% GF, 9% ABW. 55 scheduled for assessments with 44 found to be eligible for services. Substance abuse inquiries were down from 27 in October to 23 in November. 20 of those were authorized for services – 13 block grant, 5 Medicaid, 1 self-pay and 1 ABW. Graphs showing inquiry trends month by month were reviewed. We are serving more consumers than ever (average 1100) which is now up to about 1400, just in mental health.

State Institution – We are below budget in November, however, there is someone at the Forensic Center waiting for admission.

Inpatient Hospitalizations – 24 admissions in November compared to 30 in October. 5 of the 24 were children, half were Medicaid. 71% unknown to us, 50% had co-occurring mental health and substance abuse conditions, 11 had no primary care physician and 4 had made a serious suicide attempt.

Finance Report – Deb Strayer reported on the first two months of the year. 16% of the budget expended. Revenue looks as though we are over on ABW, however, this is only for the first six months. Contribution from the fund balance \$28,600, which is only \$2500 more than the previous month.

Cash Balance – market values of both wealth management accounts decreased, but earnings were high. The Hendershot wealth management shows a \$41,624 withdrawal to cover all of the expenses approved by the board for the year.

MOTION by Jackson to accept the November Finance Reports and vouchers. **SUPPORTED** by Keller. **MOTION CARRIED.**

5. **Personnel Committee**

There was no Personnel Committee Meeting in November or December.

6. Recipient Rights Advisory Committee

Ackley reported on RRAC which met on December 17th. The annual report was reviewed, with nothing out of the ordinary. **MOTION** by Ackley to accept the three outcomes for FY13/14:

1. The Office of Recipient Rights shall offer yearly training for recipients, family members and guardians;
2. The RRAC shall review policy amendments as they become available;
3. The Rights Office should continue to be adequately funded to cover the level of complaints and responsibilities

SUPPORTED by Jackson. **MOTION CARRIED.**

Lenawee hosted the annual affiliate meeting in November in Ann Arbor.

7. Retirement Committee

There was no Retirement Committee Meeting in November or December.

8. By-Laws

There was no By-Laws Committee Meeting in the month of November or December.

B. Ad Hoc Committees:

No Ad Hoc Committee Meetings in the month of November or December.

EXECUTIVE DIRECTOR'S REPORT

1. Dr. Syed, who left in October to work at Allegiance Hospital, is coming back to CMH in January. His schedule will gradually be increased so that he will be back to working his normal four days by the end of the month. We continue to look into the possibility of using tele-psychiatry in the future, with the hope of obtaining grant funding for equipment etc.
2. Mental Health First Aid for Youth. It would be desirable to be certified in this training as there is a big demand. We have done this for adults previously and if we can secure some trainers we will be coming back to the board for approval to use prevention funds.
3. MACMHB – Directors Forum. There was a lot of discussion regarding the GF supplemental coming from the state – approval amount and how to distribute it. The legislature adjourned for the holiday without coming to an agreement.
4. Mental Health Committee. The Lt. Governor chaired this committee; we expect to see some recommendations for our system in January.
5. Healthy Michigan. We are currently in the process of identifying all consumers at CMH who would be eligible for Medicaid Expansion to enable us to enroll on April 1st.
6. Regional Entity. A new Managing Director has been appointed – Mary O'Hare, who previously worked at WCHO in Compliance and PI. Her background and

strengths are in organizational development. Her appointment was well received. Her contract will be for one year. Tillotson and Ackley noted that they are very pleased with this selection.

REPORT FROM BOARD CHAIR

MOTION by Chairperson Bills to recommend Board Members Jackson, N. Smith and Wilson to the nominating committee. **SUPPORTED** by Van Doren. **MOTION CARRIED.**

BOARD MEMBER COMMENTS

Board Members expressed their gratitude to Grace Miley for her many years of service to the consumers of Community Mental Health, and other agencies in the community.

ADJOURNMENT

Meeting adjourned at 4:05pm.

/klr

Robert Wilson

Date