

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes
January 30, 2014

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

CALL TO ORDER

Board Member N. Smith called the meeting to order in the absence of Chairperson Bills, Vice Chairperson Ackley, and Secretary Wilson at 3:05p.m.

PREVIOUS MINUTES

MOTION by Clites to approve the previous minutes dated December 19, 2013. **SUPPORTED** by C. Smith. **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

Kathy Illenden, DD Case Manager, was presented with a 25 year service award.

COMMITTEE REPORTS

A. Standing Committees

1. **Consumer Advisory**

Clites reported on Mental Health Awareness Committee which met on January 15th. Plans are formulating for the Path to Wellness Conference in May, which will include a presentation/celebration for a retiring board member. Clites suggested that this group start a scrapbook to document their activities. Ackley and Clites will remain on this committee. Tillotson will ensure that there is a Proclamation from the County prepared for the presentation in May. Keener has contacted the Board Association in this regard also. A smaller committee will be working on all of the details.

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**

Jackson reported on the meeting which was held on January 15th.

MOTION by Jackson 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.**

An opportunity to participate in Youth Mental Health Awareness Training resulted in Brenda Lawson being accepted to participate, along with Aimee Snyder (who is already trained in Adult MHA). The number of available slots was limited to 30. **MOTION by Jackson** to allocate up to \$6,000 from the Hendershot Account to cover the costs of this prevention training. **SUPPORTED by Keller. MOTION CARRIED.**

N. Smith updated the committee on the Old National/UBT merger. There should be no impact to our wealth management accounts.

Service Inquiry – There were 103 inquiries in December compared to 86 in November. 44 were scheduled for an assessment and 34 were considered eligible and receiving services. 20% were GF, 11% ABW, 69% Medicaid. The waiting list is currently at 43. Substance abuse inquiries totaled 26, 3 were referred out – 18 were found to meet the criteria. 4 Medicaid, 13 block grant, 1 ABW. We are averaging 25 – 30 inquiries per month.

State Institution – There was an admission at the end of December from the Forensic Center, and this week we have one returned to the hospital on NGRI. We are currently under budget at 16%.

Inpatient Hospitalizations – There were 24 admissions to the local hospitals in December, the majority were uninsured GF – 73%. Since the waiting list was instituted in May one person was admitted from the waiting list. We continue to run high on hospital admissions. 79% of those admitted were previously unknown to us, 21% were known. 59% had co-occurring substance use disorders. 6 of those admissions did not have a primary care physician, and 5 failed to show up for their discharge appointment. We continue to send Peer Supports to the hospital to engage prior to their appointment. 5 were diverted from the hospital. There was a question regarding availability of psychiatrists at the hospital. There are 2 psychiatrists at Herrick outpatient. We continue to pursue the possibility of tele-psychiatry. There is a meeting next week with ProMedica.

Finance Report – Deb Strayer reported that expenditure is 23% at 25% of the way through the year. Psychiatrist line looks low; however, this will soon catch up with the re-hire of Dr. Syed and the \$20 per hour pay increase. Revenue – we have received the DCH GF authorization through January, but it is unclear going forward how much we will receive. We hope that we will be funded for the GF supplemental. Clinical service detail shows 23% at 25% of the way through the year. We show a contribution to the fund balance at the end of December.

Cash Balance – December saw a significant drop in the bond market, we saw a drop in market value of the GF wealth management account by \$33,766 and \$2,000 on Hendershot. The mortgage should be paid off within the year.

MOTION by Jackson to accept the January Finance Reports and additional vouchers totaling \$719,564.39. **SUPPORTED by C. Smith. MOTION CARRIED.**

5. **Personnel Committee**

There was no Personnel Committee Meeting in January.

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 January.

8. By-Laws

There was no By-Laws Committee Meeting in January.

B. Ad Hoc Committees:

No Ad Hoc Committee Meetings in January.

EXECUTIVE DIRECTOR'S REPORT

1. Details are still emerging regarding the Healthy Michigan Plan. All ABW recipients will be transferred to Healthy Michigan effective April 2014. We are currently in the process of identifying consumers who will be eligible for the benefit. We will contact them and help them through the process of signing up.
2. We are currently providing DCH with as much information as possible regarding amount of GF being used. Fiscal staff are completing detailed surveys which are being submitted to the state tomorrow.
3. The success of safeTALK and ASIST Training was proved last week when a suicidal person called the office. Telephone staff was able to engage the person until law enforcement arrived. It goes to show that you do not have to be a mental health clinician to make a difference for a positive outcome.
4. Sandy Keener and Kathryn Szewczuk met with Ed Larkins last week to start work on a transition plan for the colocation of the Family Medical Center/LCMHA Meds Clinic. A work plan and appointments of staff members at various levels will be able to work out the details. Target date for opening of the new clinic is still October 2014.
5. There have been some positive comments regarding the publication of the Grapevine this week.
6. Sharon Robb has been working closely with Mass Mutual and Mesirow who are offering good retirement information and support.
7. Alan Bolter from the Board Association has offered to come to the March Board Meeting to give an update on all legislative issues.
8. Emergency Plan. The severe weather emergency that occurred on January 6th tested procedures already in place. Staff should be congratulated on their efforts. All Supervisors and Doctors were contacted on Sunday evening. After hours telephone coverage was continued until staff could take over. Community contacts were maintained with staff members who lived locally and were able to travel safely. All scheduled appointments were cancelled. Only emergency appointments were met. Following a de-briefing with Management Team, it was agreed that group texts were very effective, and staff rallied together to help clients and each other.
9. Sandy has a copy of the State Mental Health & Wellness Commission Report. It is very thorough and includes many recommendations. It is available online for those wishing to read it.

REPORT FROM BOARD CHAIR

The Board Chair was absent.

REPORT FROM REGIONAL BOARD

Commissioner Tillotson reported that the new Managing Director, Mary O'Hare is very experienced and competent. Monroe continues to wait to join the WCHO Coordinating Agency for substance abuse. It may be necessary to recruit a Secretary for the Region in the future.

BOARD MEMBER COMMENTS

There was discussion regarding the March Board Meeting. Jackson, C. Smith & Keller will be absent. Karen will monitor to ensure there will be a quorum.

ADJOURNMENT

Meeting adjourned at 3:55pm.

/klr

Robert Wilson

Date