

# LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

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Minutes  
December 18, 2014

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

## **CALL TO ORDER**

Board Vice Chairperson Ackley called the meeting to order at 3:00pm in the absence of Chairperson Bills.

## **PREVIOUS MINUTES**

**MOTION BY C. SMITH** to approve the previous minutes dated October 30<sup>th</sup>, 2014.  
**SUPPORTED BY H. KELLER. MOTION CARRIED.**

## **PUBLIC COMMENT**

No public comment.

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

5 year awards were presented to Becky Schersten and Annie Ringkvist. 10 year awards were presented to Beth Deo and Karen Rawlings.

## **COMMITTEE REPORTS**

### **A. Standing Committees**

#### **1. Mental Health Awareness**

There were no Mental Health Awareness Committee Meetings in November or December.

**2. Performance Improvement**

Kathryn Szewczuk reviewed 3<sup>rd</sup> quarter data. Lenawee fared well on the HAB Waiver and Children's Waiver audit. Work being done in the PI groups was discussed, and the Strategic Plan will be updated soon. The community health assessment data should be available in February or March, and this will determine some of the work being done in the PI groups.

**3. Facilities Committee**

There was no Facilities Committee Meeting in November or December.

**4. Personnel Committee**

There was no Personnel Committee meeting in November or December.

**5. Operations and Budget**

Ackley reported on the Operations & Budget Committee Meeting which met on November 19<sup>th</sup>. **MOTION BY S. CLITES** to approve the revised budget for Interconnections Drop in Center. **SUPPORTED BY N. SMITH. MOTION CARRIED.** **MOTION BY N. SMITH** to rescind policy RR629, Bill of Rights and Responsibilities. Language is now included in new Regional Customer Services Policy. **SUPPORTED BY S. CLITES. MOTION CARRIED.**

**Service Inquiry** – mental health inquiries for November totaled 104, versus 153 in October. 51 intakes were scheduled in November, 37 were found eligible for services. There were 32 SUD inquiries, compared to 29 the previous month. 21 were authorized for service. Even though the numbers do not seem high, the needs of those coming in for service are more intense and needing case management services.

**State Institution** – We continue to have 3 consumers in the state hospital. There is also one we have been notified who is at the Forensic Center. We are still under budget.

**Inpatient Hospitalizations** – 22 admissions to hospital, 5 of those were children. 81% Medicaid, 14% Healthy Michigan, 1 GF. In the last couple of months it has been more difficult to get those going into the hospital from GF on to Medicaid. The 4 consumers in October were all moved to Medicaid, however, there is still one we are working on for November. The goal is to get everyone in the hospital paid out of Healthy Michigan. 32% of admissions had co-occurring mental health and substance use disorders (this number is lower than usual). 50% were previously unknown to us. 4 did not follow up for service following discharge.

**Finance Report** – Deb Strayer reported that two months into the fiscal year we are at 15% spent at 17% of the way through the year. One line item over budget is client

transportation. Clinical service detail shows 16% at 17% of the year. Revenue reflects that we would be able to contribute \$6,668 into the fund balance at the end of November.

**Cash Balance** – November saw a positive change in market value of the GF investments.

**MOTION BY S. CLITES** to accept the November and December Finance Reports and additional vouchers totaling \$1,164,016.98. **SUPPORTED BY C. SMITH. MOTION CARRIED.**

**6. Recipient Rights Advisory Committee**

Ackley reported on the Recipient Rights Advisory Committee which met on December 16<sup>th</sup>. The MDCH RR Assessment went very well. Lenawee received a score of 100% compliance. Congratulations to Katie Snay, and the rest of the team. The year-end report was reviewed. A total of 87 complaints were received for the year which included 111 allegations. 102 allegations were investigated with 3 being resolved by intervention. 51 allegations were substantiated. Goals for 2015 were discussed. Ongoing goals include:

1. The Office of Recipient rights shall offer yearly training for recipients, family members and guardians
2. The Office of Recipient Rights shall review Recipient Rights policies with the RRAC at each meeting as a form of continued education.

**MOTION BY J. VAN DOREN** to approve the addition of goals # 3 and #4:

3. To educate the community and other agencies about the rights of consumers, and why they can do to help
4. The Rights Office continue to be adequately funded, and that it is currently adequately staffed and funded

**SUPPORTED BY N. SMITH. MOTION CARRIED.**

Keener explained incident reporting to the board, usual versus critical. Lenawee encourages its entire staff to report anything out of the ordinary. Katie Snay, Fran Foley and Sandy Keener review all critical incidents. Katie Snay watches for trends for performance improvement purposes.

**7. Retirement Committee**

There was no Retirement Committee meeting in November and December.

**8. By-Laws**

There was no By-Laws Committee Meeting in November and December.

**B. Ad Hoc Committees:**

No Ad Hoc Committee Meetings in November and December.

**EXECUTIVE DIRECTOR'S REPORT**

1. We are very proud of our Recipient Rights Office, on their perfect score on the MDCH audit.
2. Board Members were sent a copy of the "Connections" Magazine published by MACMHB. Jim Haveman's article talks about the changes coming to the mental health system. Sandy Keener has discussed these changes with the staff, so that they are aware that changes are coming; preparations can begin for a different approach, and we will have a good mental health system integrated with primary health care.
3. We have been working with ProMedica, the Family Medical Center and Catholic Charities on a HRSA grant to bring tele-psychiatry services to Lenawee County. This would be for people who do not meet our criteria (mild/moderate).
4. We have also been working with the FMC on a \$250,000 grant to help them build on behavioral health services. The plan would be to recruit a Peer Support Specialist and another social worker to treat those with less severe mental health issues.
5. Alan Bolter (Board Association) reported that during the lame duck session there was no approval for supplemental GF. This will go back on the agenda in February or March.
6. Dr. Prasad has submitted his resignation and will be leaving in February. He worked two days a week. We are currently looking at the number of consumers in our medication clinic to see if it will be necessary to refill the position. It is hoped that some consumers can be managed by their primary health care provider or at the Family Medical Center.
7. Congratulations to Debi Andrews, Deputy Finance Officer – she has completed her Master's Degree. We anticipate changing her job description and responsibilities next month.
8. Eric Kurtz is retiring from the WCHO. He will be working at the state on the waivers. Sally Amos O'Neil has been named interim Executive Director; this will be for the short term. The WCHO is in a transition period currently. When they were the hub they managed all of the finances for the affiliates, however these activities were transferred to the regional board. The WCHO board is made up of 6 (appointed by U of M), and 6 (appointed by the county) under the Urban Cooperation Act. A task force has been commissioned to look at the purpose of the WCHO (administrative) organization, County Department, and CSTS. This should take 9 months to complete. There are a couple of possibilities that could result:
  - a. WCHO would continue as a board with county staff integrated with WCHO
  - b. WCHO would be dissolved, and services would be provided as a county department – the county would become the CMH provider. The county could also become an Authority, as in Lenawee.We are a strong organization with a history in the region with a strong Regional Director (Mary O'Hare).
9. Mary Poore will be retiring on January 2<sup>nd</sup> after 25 years – board members are invited to attend the Open House from 1pm – 4pm.

10. Operations at the Family Medical Center continue to be successful. We are doing everything that we can to make everyone comfortable.

**REPORT FROM BOARD CHAIR**

The Board Chair was absent – no report.

**REPORT FROM REGIONAL BOARD**

Bob Wilson reported on the previous two meetings. All decisions are voted on by roll-call vote. Mary O'Hare is a good leader, and is doing a great job.

**BOARD MEMBER COMMENTS**

Greg Adams demonstrated the e-Race Stigma 5k race website, Facebook page, online registration at [active.com](http://active.com), and LCMHA website. Board Members are encouraged to spread the word, share the flier on Facebook, as well as help solicit donations. Greg Adams met with Tim Jakacki, CEO of ProMedica who has committed to \$3,500. ProMedica will also be encouraging employees to participate by providing incentives. The Kiwanis have also donated \$750. Greg is meeting with the President of Rotary in a few weeks; he is hoping that Rotary will commit to the race as a group project. A deal has been reached to purchase shirts for \$4.98. Greg is also working with Sam Skeels (Principal of Lincoln Elementary School) on the kids dash. The intent is to have local schools compete for the most entries and also provide training/coaching. Scholarships will be available for those with disabilities. Suggestion by Clites that all school track and cross country coaches be contacted. Letters will be going out to prospective sponsors in January. The next meeting for the 5k committee is on January 7<sup>th</sup> at 3pm if anyone wishes to attend.

**ADJOURNMENT**

Meeting adjourned at 4:10pm.

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Robert Wilson

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Date