

# LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

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Minutes  
May 28, 2015

**Present:** G. Adams; D. Bills; S. Clites; M. Jackson; C. Smith; N. Smith; R. Tillotson;  
J. VanDoren; R. Wilson.  
**Absent:** J. Ackley; E. Martinez;  
**Staff:** Keener; Rawlings (minutes); Robb; Szewczuk  
**Public:** Jen Durell

## **CALL TO ORDER**

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

## **PREVIOUS MINUTES**

**MOTION BY N. SMITH** to approve the previous minutes dated April 30, 2015. **SUPPORTED BY C. SMITH. MOTION CARRIED.**

## **PUBLIC COMMENT**

No public comment.

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

None

## **COMMITTEE REPORTS**

### **A. Standing Committees**

#### **1. Consumer Action Committee**

Jen Durell, Vice Chair of CAC, reported that a "Meet with Doug Spade" (Nancy Jenkins was invited, but unable to attend) event is planned on June 9<sup>th</sup> in the River Raisin Room, Human Service Building at 1:00pm. This is for anyone to learn how to

effectively address and communicate with legislators. A consumer conference is planned in Monroe in June – a group is planning to attend.

2. **Performance Improvement**

There was no Performance Improvement Committee Meeting in May.

3. **Facilities Committee**

There was no Facilities Committee Meeting in May.

4. **Personnel Committee**

There was no Personnel Committee Meeting in May.

5. **Operations and Budget**

Deb Bills reported on Operations & Budget Committee which met on May 20<sup>th</sup>. A new Washtenaw Master Earned Revenue & COFR Agreement includes costs for the Recipient Rights System; Electronic Medical Record and Great Plains Accounting Software through May 1<sup>st</sup>. There will be no further individual costs for the Electronic Medical Record after May 1<sup>st</sup>. **MOTION BY N. SMITH** to approve the Washtenaw Master Earned Revenue & COFR Agreement. **SUPPORTED BY C. SMITH. MOTION CARRIED.** A Request for Quote for Specialized Residential Property Insurance prepared by Debi Andrews was reviewed. **MOTION BY N. SMITH** to authorize publication of the RFQ. **SUPPORTED BY S. CLITES. MOTION CARRIED.**

Revised Regional Policy R-818 Person Centered Planning has been revised to reflect the QIC quality improvement plan. **MOTION BY S. CLITES** to approve policy R-818. **SUPPORTED BY N. SMITH. MOTION CARRIED.** Policy A-214 is a local LCMHA Policy which has been revised for clarification purposes. **MOTION BY S. CLITES** to approve Policy A-214. **SUPPORTED BY R. WILSON. MOTION CARRIED.**

**Service Inquiry** – there were 111 inquires in April, compared to 131 in March. 59 of those were scheduled for an intake, 41 were found eligible and are receiving services. 5% were GF. There were 34 substance use disorder inquiries in April, compared to 41 in March. 31 were authorized for service. The numbers coming in have stayed in the 30's each month.

**State Institution** – two people remain in the hospital. We had budgeted for 4 which is helping us manage GF costs.

**Inpatient Hospitalizations** – there were 31 admissions in April compared to a record number (40) in March. All were either Medicaid or Healthy Michigan. One GF person was admitted for one day. 71% were previously unknown, and 55% had co-occurring mental health and substance use disorders. Currently there are 4,878 Lenawee county residents enrolled in Healthy Michigan.

**Finance Report** – In the absence of Deb Strayer, Sandy Keener reported that at 58% of the way through the year, 52% of the budget is expended. Salaries and fringe

benefit line is lower than the spending plan as a couple of positions have not been filled. Lab costs are down as Healthy Michigan covers these costs, this used to come out of GF. Contracts at 60% for specialized residential – with the North Adrian closure we will see this line go down. State institution costs at 36% which is directly responsible for being able to contribute \$196,042 to the fund balance. We are only allowed to keep 5% if we do not use it before it is returned to the state. Clinical Contracts – with the loss of Behavioral Educators at the end of April who provided respite and community living support services, we are unable to retain providers due to rates being low. The good news is that we received a supplemental GF allocation. Any unspent Medicaid goes back to the region.

**Cash Balance** – We saw a small change in market value of the GF and Hendershot investments.

**MOTION BY M. JACKSON** to accept the Finance Reports and additional vouchers totaling \$211,767.68. **SUPPORTED BY C. SMITH. MOTION CARRIED.**

**6. Recipient Rights Advisory Committee**

There was no Recipient Rights Advisory Committee meeting in May.

**7. Retirement Committee**

There was no Retirement Committee Meeting in May.

**8. By-Laws**

There was no By-Laws Committee Meeting in May.

**B. Ad Hoc Committees:**

There were no Ad Hoc Committee Meetings in May.

**EXECUTIVE DIRECTOR'S REPORT**

1. May has been a month of celebration and many activities. The E-Race Stigma 5K Race was very successful – congratulations to Greg Adams on all of his efforts. Greg will be giving a more detailed update to the board next month.
2. The Surveyor for the Joint Commission was at the agency for 3 days last week. He reviewed over 800 standards and was very impressed with the health of the agency. He visited the Family Medical Center and sat in on an MI Case Management Meeting. We were cited for a couple of minor improvements.
3. Thank you to all of the Board Members who attended the Strategic Planning Retreat on May 1<sup>st</sup>. Mary O'Hare met with Management Team to follow up and get ideas for goals with action steps. Next month those action steps around goals will be presented to the board.
4. The North Adrian home is being cleared out. The landlord has the keys. Christ Centered Homes has been helpful, and there have been several conversations with the owner, Sandra Lewin.

5. Contract negotiations with the state for the CMH contract are underway – Connie Conklin (Livingston) is representing the affiliation at the state level, and Mary O’Hare is working with the regional group. We should receive the contract prior to the beginning of the fiscal year.
6. Budget Proposal. Alan Bolter reported that the Governor and legislators have agreed to a budget framework. A \$38m cut in the MDHHS budget is reported, however we do not know how it will impact us locally. There is still no communication directly from DCH to the CMH’s.
7. Health Plan bids went out on May 6<sup>th</sup> with responses due back in August. The Health Plan RFP asks how they will work with the regions.
8. Due to the Washtenaw budget woes, the Regional Recipient Rights Advisory Committee has been disbanded.

#### **REPORT FROM BOARD CHAIR**

Deb Bills noted that there are some committee openings due to Howard’s retirement. Those appointments will be made at the next meeting.

#### **REPORT FROM REGIONAL BOARD**

1. The affiliate partners will continue to help Washtenaw reduce their deficit – monthly reports are required by the board. Mary O’Hare presented a draft financial strategy which asks the partners for their anticipated spending for the rest of the year in Medicaid, and any excess beyond that would be returned before the end of the year. Greg Lane (Board Chair) is doing a great job as leadership. The Washtenaw County Administrator is also making a concerted effort to straighten things out. Close monitoring will be implemented and continued.
2. Recruitment for a new PIHP Director is underway.

#### **BOARD MEMBER COMMENTS**

1. Greg Adams attended the MACMHB Spring Conference in Grand Rapids.
2. 5k E-Race Stigma race was more successful than expected. A full report will be made at next month’s board meeting.
3. N. Smith attended the race and he was pleased with the diverse group of participants.
4. C. Smith noted that Mayor Berryman and Bill Kenyon complemented Greg on the work he had done – everyone was very impressed with him.
5. C. Smith updated the board on SUD issues regarding PA2\$ (taxes on sale of liquor in State of Michigan). Funding previously raised by Wayne, Macomb and Oakland Counties (Cobo Hall Payment) was divided up between all counties, runs out this year and will therefore discontinue. A 50% cut in Lenawee County is expected.

#### **ADJOURNMENT**

Meeting adjourned at 3:57pm.

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Robert Wilson

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Date