

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes
April 28, 2016

Present: J. Ackley, D. Bills; G. Adams; S. Clites; M. Jackson; J. Lapham; N. Smith;
R. Tillotson; J. Van Doren; R. Wilson; D. Yearsin
Absent: E. Martinez
Staff: Andrews; Hutchison; Keener; Rawlings (minutes); Robb; Strayer; Szewczuk
Public: B. Hirschman – Roslund Prestage & Co

CALL TO ORDER

Chairperson Bills called the meeting to order at 3:02pm.

PREVIOUS MINUTES

MOTION BY J. VANDOREN to approve the previous minutes as presented dated March 31, 2016. **SUPPORTED BY M. JACKSON. MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

Bill Hirschman, Roslund Prestage & Co presented the FY15 Financial Audit Report. Total assets \$7,261,616; Liabilities \$5,132,808. Following a change in accounting principle the GASB 68 requires accounting and financial reporting for pensions. The pension liability reported is \$1,887,482, using the actuarial discount rate of 6.7%. Operating revenues and expenditures reflected a loss of \$10,324, and a net income of \$76,735. The pension plan is currently 87% funded. Jackson commented that on the first page of the Independent Auditor's Report, the statement..."LCMHA, a component unit of Lenawee County, Michigan...." is incorrect – we are NOT a component of the County. It was agreed that Mr. Ralph Tillotson would talk to the County Administrator regarding this issue. **MOTION BY M. JACKSON** to approve the FY15

Financial Audit Report and place it on file. **SUPPORTED BY J. VANDOREN. MOTION CARRIED.**

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Action Committee

Sandy Keener reported that the committee met on April 8th. The voting education event was attended by several consumers. Vicki Hall talked about access department and procedures for assessments for mental health and substance use disorders. The group is working on E-Race Stigma 5K and the State Walk a Mile. Many members attended the Regional CAC meeting.

2. Performance Improvement

There was no PI Committee meeting in April.

3. Facilities Committee

There was no Facilities Committee meeting in April.

4. Personnel Committee

There was no Personnel Committee Meeting in April.

5. Operations and Budget

Deb Bills reported on Operations & Budget Committee which met on April 20th. Policy R-804 Adult Benefits Waiver should be rescinded as this no longer exists. **MOTION BY N. SMITH** to rescind Policy #R-804. **SUPPORTED BY S. CLITES. MOTION CARRIED.**

A new CMH Administrative Policy was recommended and drafted by our attorney due to changes in the Freedom of Information Act. **MOTION BY J. ACKLEY** to approve new policy #A-217 Freedom of Information Act. **SUPPORTED BY N. SMITH. MOTION CARRIED.**

The MDCH/CMHSP Contract Amendment #2 includes modifications to the appeals process, critical incident reporting and requirements for CMH to complete an administrative expenditure sheet. **MOTION BY M. JACKSON** to approve the MDCH/CMHSP Contract Amendment #2. **SUPPORTED BY J. VANDOREN. MOTION CARRIED.**

An agreement with Lenawee Transportation is needed to be able to transport consumers in outlying areas to the Monroe Clubhouse. **MOTION BY N. SMITH** to approve the Lenawee Transportation Agreement. **SUPPORTED BY M. JACKSON. MOTION CARRIED.**

The current residential lease has been reviewed by our attorney, and he recommended changes to page 11. Several more revisions were suggested, and these will be included in the new lease when it is sent out with the new RFP. The suggested change on page 11 is in the current lease which refers to liability for third party loss or damage. **MOTION**

BY M. JACKSON to approve the revised language in paragraph two on page 11 of the current residential lease. **SUPPORTED BY N. SMITH. MOTION CARRIED.**

Sandy provided Operations & Budget Committee with a summary of her findings regarding the board's decision to review and prepare proposals for management of our cash, investments, management of our pension plans (Defined Benefit/Defined Contribution/Social Security Alternative) and insurances. Our affiliate partners were surveyed for their past experience as well as Lenawee County. The recommendation from the committee was to report these findings to the full board for their input and/or recommendations going forward. There was discussion regarding the entities used by our partners, and the feasibility of this being handled within CMH. It was agreed that outside expertise would be needed, not only to compile the RFP's, but to review for comparison purposes. It was also agreed that the cash accounts, pension and insurances would likely have to be handled separately, unless anyone can recommend a possible contact for this. The cost of hiring a third party administrator could also be a barrier moving forward, and it was suggested having a staggered timeline for each area. Smith noted that most large banks have insurance subsidiaries, but they are not necessarily in contact with the money management side of the business, in order to give us a discount for multiple products, if it is decided to stagger the RFP's. There was discussion regarding Brooks Agency in Blissfield (used by Monroe CMH) as they would be a local vendor. Comm. Tillotson would be more inclined to follow Livingston's lead (Marwill & Associates). Jackson suggested Plante Moran. Board members should provide any additional suggestions or ideas to members of Operations & Budget committee prior to the next meeting in May.

Sandy Keener reported that an increase was built into the budget in anticipation of an increase in the rate for Goodwill for community integration. Goodwill has been doing a wonderful job moving people into the community for activities which are not site based programs. Goodwill has been able to purchase more vans to transport consumers to these community volunteer activities. We have been held to a regional rate, but we have received approval for a rate increase for Goodwill for community integration, effective April 1st. Following a recent state auditors visit, they looked at how we were implementing the new home and community based ruling, and they were very excited about what they saw at Goodwill, and as a result Dan Buron was invited to do a presentation at the State.

Service Inquiry – there were 109 mental health inquiries in March, an increase from 98 the previous month. 60 assessments were scheduled; of those on 4% were GF. Healthy Michigan enrollment is a direct indication of the economy in Lenawee County, this number is climbing currently (4898). In March there were 43 substance use inquiries, which is also an increase from 34 last month. 41 were authorized and are receiving services.

State Institution – two people remain in the hospital. We are actively working towards a discharge plan for one of them.

Inpatient Hospitalizations – there were 25 admissions in March, 2 of those were children. We are running slightly below budget. 48% were Medicaid, 52% Healthy Michigan. The reimbursement rate for Healthy Michigan is much lower than the Medicaid rate, which impacts our budget. We will probably spend all of our Healthy Michigan allocation this year; this is mainly due to inpatient hospitalizations. 48% of those admitted had co-occurring mental health and substance use disorders, and 52% were previously unknown. There was a higher than normal number of petitions, and those without a primary care physician.

Finance Report – Deb Strayer reported that March 31st is half the way through the year. Revenue and expenditure is at 43%. The fringe benefit line is running lower than the salary line as we are waiting to hear what the actuary recommends for the employer contribution to the Defined Benefit Plan. An increase is built into the budget, but we are still making payments on last year's requirement. The home maintenance line is under budget; however, we expect this to increase due to significant repairs needed at the College Ave home. The state inpatient line is over due to the daily rate for the local share being higher than anticipated. This will be adjusted. Clinical contracts show 44% spent at 50% of the way through the year. Goodwill line is at 43%, this will come up now that we are able to increase the rate built into the spending plan. Revenue – SUD is running under budget as there has been a slow start to engagement center planning. Earned Revenue – mental health court is budgeted \$22,000, we have only spent \$1,000 of this contract. Even though we overspent on GF by \$83,500, we can cover with excess local funds and still have \$70,500 to contribute to the fund balance.

Cash Balance – there was a small negative change in market value on GF investments and a slight positive change in market value on the Hendershot fund. Jackson also suggested drawing off the principle of our Community Foundation fund rather than the Hendershot in future. Management was asked to contact the Foundation to see what the requirements are.

MOTION BY JACKSON to accept the Finance Report and additional vouchers totaling \$245,961.09. **SUPPORTED BY J. VANDOREN. MOTION CARRIED.**

6. Recipient Rights Advisory Committee

There was no Recipient Rights Advisory Committee meeting in April.

7. Retirement Committee

There was no Retirement Committee meeting in April.

A. By-Laws

There was no By-Laws Committee meeting in April.

B. Ad Hoc Committees

There were no Ad Hoc Committee meetings in April.

EXECUTIVE DIRECTOR'S REPORT

1. Sandy Keener updated the committee on replacement boilerplate language for the Governors FY2017 budget. Lt. Governor Calley's group should have a compromise ready soon. It is hoped that language that says "no funding can be changed from the regional PIHPs to the Health Plans without legislative approval" will be included.
2. Sandy will be attending a meeting tomorrow at the region to discuss the RFI on the entire array of SUD services in the region and expectations. We do not expect the RFP to come out before the next contract year in October.
3. We are still interviewing for tele-psychiatry for the one day per week that Dr. Noble is cutting back.
4. We have been advised that the region will be withholding money on the prevention contract. There were specified outcomes per quarter, and Community Action Agency did not meet one of the outcomes. However, they have an opportunity to complete the outcome in the third quarter and be eligible for a return of the withholding. CMH's are held to a similar standard – we have a 5% withholding if we do not meet performance objectives.
5. Sandy spent the day yesterday with a new administrator for Family Medical Center. Her background is in public health and integrated care from Detroit Wayne. She has a lot of good ideas, and she was very impressed with the work being done at our FMC, and hopes to emulate the work being done here at Monroe.
6. ProMedica is planning a fundraiser to enhance mental health services in the community. So far CMH has not been invited to participate. Jim VanDoren volunteered to make contact with them on our behalf.
7. We have received a report from the Medical Examiner's office which is quite alarming. Kathryn Szewczuk advised of the spike in number of suicides in Lenawee County from 2014 to 2015. The numbers have tripled from 6 – 18! Many of those are in the 30 – 60 age groups. The number one means of suicide is firearms; followed by asphyxiation and overdose. We are looking at putting together a strategic plan to address suicide prevention. The Medical Examiner is very willing to work with us.
8. CCAR Training – this week we had 52 people attend Recovery Coach Training at the Weber Center. The participants were enthusiastic and excited to be trained as recovery coaches. We anticipate that a significant number will be able to work at our Engagement Center when it is up and running. The Family Medical Center is also looking to hire two recovery coaches. On May 12th we are hosting Project Lazarus, which is a community wide strategic planning event to combat the escalating drug use epidemic in Lenawee County.
9. Sandy reported on the work that continues to be done by staff that is "above and beyond" their normal job duties. Including pushing and jump starting a consumer's car in the parking lot, and cleaning the walls of an apartment. Ackley recommends a letter of appreciation from the board for going above and beyond for CMH consumers.

REPORT FROM BOARD CHAIR

1. Nominating Committee – Jackson reported that the nominating committee had conferred to discuss. The Nominating Committee nominates for the upcoming year:
 - Robert Wilson – Secretary
 - Greg Adams – Vice Chair
 - Scott Clites – Chair

MOTION BY J. VANDOREN to nominate the above slate of officers for CMH board for the upcoming year and open the floor for a vote at next month’s meeting. **SUPPORTED BY N. SMITH. MOTION CARRIED.** There were no more nominations from the floor.

MOTION BY M. JACKSON to close the nomination and cast the uncontested ballot. **SUPPORTED BY J. VAN DOREN. MOTION CARRIED.**
2. BoardWorks information was distributed. Karen has all of the BoardWorks on DVD’s in her office if anyone would like to check them out.

REPORT FROM REGIONAL BOARD

No report.

BOARD MEMBER COMMENTS

1. Adams reported that the E-Race Stigma 5K is next month – May 22nd. There was an article in the Daily Telegram last Monday. Over 220 registered online, we hope to have more participants than last year. Old National has 30 participants, Celebrate Recovery has 10. A timing company will enhance the experience this year by expediting announcement of results. All race participants this year will be receiving a medal. The YMCA is handling the Kids Dash. Jim Philp has again approved the LISD to video the event, and they will be talking to runners/walkers who have a mental illness. Board members are encouraged to volunteer their time. There was a suggestion to direct any proceeds towards suicide prevention.
2. A safeTALK training is scheduled for June 4th, at Covenant Church in Tecumseh, 8:30am – 11:30am. Karen will forward information to board members.
3. Adams reported that even though he would like to attend Consumer Action Committee meetings – the time the committee meets is not convenient for him, but he believes it is very important for board members to participate. Bills volunteered to replace him on this committee.

ADJOURNMENT

Meeting adjourned at 4:25pm.

Robert Wilson

Date