

# LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

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**Minutes  
April 27, 2017**

**Present:** J. Ackley; G. Adams; D. Bills; S. Clites; M. Jackson; J. Lapham; E. Martinez; N. Smith; R. Tillotson; J. Van Doren  
**Absent:** D. Yearsin  
**Staff:** Andrews; Rawlings; Robb; Strayer; Szewczuk  
**Public:** J. Durell; D. Orner  
**Guests:** W. Hirschman; D. Miller

## **CALL TO ORDER**

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

## **PREVIOUS MINUTES**

**MOTION BY J. LAPHAM** to approve minutes dated March 30, 2017.  
**SUPPORTED BY N. SMITH. MOTION CARRIED.**

## **PUBLIC COMMENT**

No public comment.

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

- a. Debi Andrews was presented with a five year award.
- b. FY15/16 Financial Audit, Bill Hirschman. The Independent Auditor's Report was reviewed. In the opinion of Roslund Prestage & Co, the financial statements referred to present fairly. No deficiencies were identified with internal control or compliance. The net pension liability is \$2,744,106. **MOTION BY J. VAN DOREN** to approve the FY15/16

Audit report and place on file. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.**

## **COMMITTEE REPORTS**

### **A. Standing Committees**

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

Jen Durell reported on the Consumer Action Committee which met on April 19<sup>th</sup>. Jen introduced Dawn Orner, who is a new intern at the Drop in Center. A wreath making class proved to be a good activity for consumers. The committee is currently planning a self-advocacy day for consumers on June 7<sup>th</sup>. Education and information will be available; the entire community will be invited to attend. A group of consumers will be attending the Walk a Mile in My Shoes Rally at the capitol in Lansing; however, the cost of transportation could be prohibitive. The committee asks the board to consider approving mileage costs for consumers to transport themselves by car pool. There was a suggestion to check with the YMCA, as they may have transportation (van) available. **MOTION BY D. BILLS** to reimburse consumers' mileage for transportation to the State Walk a Mile, not to exceed \$300. **SUPPORTED BY N. SMITH. MOTION CARRIED.** There is another conference on May 18<sup>th</sup> "United to Face Addiction" that several members have requested to attend. This is also at the capitol building in Lansing. However, there are similar issues with transportation. **MOTION BY N. SMITH** to approve up to \$300 from Community Foundation funds for mileage reimbursement. **SUPPORTED BY J. ACKLEY. MOTION CARRIED.** The Consumer Action Committee is hosting a sign making day at the Drop in Center on May 3<sup>rd</sup> at 12:30pm in preparation for the Walk in Lansing.

#### **2. Performance Improvement**

There was no Performance Improvement Committee meeting in April.

#### **3. Facilities Committee**

There was no Facilities Committee in April.

#### **4. Personnel Committee**

Van Doren reported on Personnel Committee which met on April 13<sup>th</sup>. It was necessary to update the Executive Director contract, as Kathryn had been operating under an "Interim Director" contract. The new one is effective April 1<sup>st</sup> - September 30<sup>th</sup> 2017. **MOTION BY J. VAN DOREN** to approve the new Executive Director Contract effective April 1<sup>st</sup>. **SUPPORTED BY D. BILLS. MOTION CARRIED.**

Emily Martinez and her daughter joined us, as Emily is retiring from the board this month. **MOTION BY J. VAN DOREN** to accept the retirement of Emily Martinez from the LCMHA Board. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.**

## **5. Operations and Budget**

Clites reported on Operations and Budget Committee which met on April 19<sup>th</sup>. Four regional policies, recently revised and approved at the ROC were presented. **MOTION BY N. SMITH** to approve policies: R-808 Corporate Compliance; R-813 Advance Directives & Do Not Resuscitate Orders; R-819 Continuity of Care and RR-601 Consumer Appeals. **SUPPORTED BY J. VAN DOREN. MOTION CARRIED.**

Lease renewals are due for Main St; Oakwood; Russell Rd; Sunrise; Westhaven & Tipton properties. Lease property contracts are now aligned on the same terms to coincide with our fiscal year. A rate increase of 5% has been built into the budget. Debi Andrews explained that most properties have not seen an adjustment since 2011, at which time there was a reduction in the rate. **MOTION BY N. SMITH** to approve lease renewals for the six properties. **SUPPORTED BY J. VAN DOREN. MOTION CARRIED.**

A new contract for a nurse to do OBRA Assessments includes a rate increase from \$30 to \$40 per hour. **MOTION BY J. VAN DOREN** to approve the OBRA Assessment contract. **SUPPORTED BY N. SMITH. MOTION CARRIED.**

We are in receipt of the new CMHPSM FY17 Contract. Kathryn explained that there are no significant changes. Medicaid increased from \$15.3 to \$16.5. Healthy Michigan remained the same. **MOTION BY N. SMITH** to approve the CMHPSM FY17 Contract. **SUPPORTED BY D. BILLS. MOTION CARRIED.**

Operations and Budget Committee were asked by Personnel Committee to approve, on behalf of the board, terms of a new staffing structure after reviewing job descriptions, salary ranges and minimum requirements for the positions. Two positions were posted this week: Human Resource Generalist and Chief Operating Officer. **MOTION BY N. SMITH** to approve job descriptions presented to Personnel Committee, and then at Operations & Budget Committee. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.**

The MACMHB has advised us that they are reviewing the dues structure. More information will follow.

Share the Warmth has approached CMH to support their golf outing fundraiser. **MOTION BY R. TILLOTSON** to approve a \$1,000 sponsorship. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.**

**Service Inquiry** - There were 176 inquiries in March, 63 were referred out and 108 were scheduled for an intake. Of those - 79 were assessed. 19 were found ineligible and 55 were brought in for service, 5 refused. The majority were Medicaid or Healthy Michigan, 2% GF. We had 50 inquiries for substance use disorder services, 8 were referred out, 41 were authorized for service.

**State Institution** - We continue to be above budget with 3 people at the state hospital. We have just learned that one we had found a community placement for was denied by the NGRI Committee.

**Inpatient Hospitalizations** - 29 were admitted in March, one was a re-admit. 3 were children. 15 were Medicaid, 14 Healthy Michigan, no GF. 55% had co-occurring mental health and substance use disorders, 40% were previously unknown to us. 12 of the consumers went to Herrick Inpatient for a total 57 days.

## **Finance Reports**

**Expenditure** - the Consultants line is above budget at 64% at 50% of the way through the year. This line will be adjusted with the revised spending plan. Contracts - state inpatient is over budget due to having 3 people in the hospital (we had budgeted for 2). The state has advised us that they will be going back to the way they calculated county charges for state inpatient. In 2012 the billing changed to an overall standard daily rate for each hospital for their local share. They will return to an individualized system whereby CMH is responsible for 10% of the inpatient costs after all other fund sources have been used. We have not received a bill yet this year, so costs are uncertain. Expenditure is at 45% at 50% of the way through the year. Clinical Service Contract detail is at 92% spent on autism services. The Psych Systems contract was terminated, we will move \$77,000 remaining into the autism service line, which will put us at 48% spent.

**Revenue** - We were notified that we will be receiving an additional \$10,000 GF authorization, to be used for the change in the Mental Health Code regarding Kevin's Law - assisted outpatient treatment; family members can approach the court and require a person to be in treatment. There is still a slight chance that we will receive the Meaningful Use incentive which would help us cover the GF shortfall and lack of interest and dividends.

**Cash Balance** - Earned interest and dividends stayed steady from last month. At the end of March we are showing needing \$104,000 from the fund balance. There was a small decrease in market value on investments.

**MOTION BY J. VAN DOREN** to approve Finance Reports and additional vouchers totaling \$313,101.08. **SUPPORTED BY J. LAPHAM. 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**

Clites recommended forming an Ad-Hoc Committee to review the current By-Laws. Appointees to this committee are: **J. Van Doren; N. Smith; S. Clites; J. Ackley**. Karen to send all board members a copy of the current By-Laws for their information and feedback.

**B. Ad-Hoc Committees**

1. Nominating Committee. Slate of Officers.

**MOTION BY J. ACKLEY** to approve the slate of officers put forth last month: Scott Clites – Chair, Greg Adams – Vice Chair and Nate Smith – Secretary. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.** Adams, Clites and Smith abstained.

**EXECUTIVE DIRECTOR'S REPORT**

1. Kathryn reported that she met with Dr. Yaroch (ProMedica) along with twelve community leaders yesterday at Bixby. Dr. Yaroch explained their rationale for closing Herrick Inpatient – due to their inability to retain providers, and a significant financial loss (\$1.2m per year) just on inpatient behavioral health. It is very clear that this decision will not be reversed. Dr. Yaroch has agreed to a follow up meeting, and we encouraged ProMedica to work with our Collective Impact group through the Lenawee Health Network. ProMedica has requested additional beds in Monroe. We continue to explore the possibility of using Henry Ford Allegiance in Jackson; we also have a phone conference set up to talk to Hillsdale Hospital. Transportation will continue to be a concern. There is a template letter, created by the Prevention Coalition which will be circulated to board members.
2. LCMHA attended the bidders' conference on April 21<sup>st</sup> for the SUD Prevention Contract. We will apply for "special funding" for the Engagement Center. We are checking to see if we should apply for treatment funding as there was no RFP for the Core Provider.
3. Updates on Consultants. Kathy Dettling has met with several clinical teams; she has made some recommendations and will assist with implementation. Access Dept. has already implemented many of the recommendations. Kathryn will be meeting next Friday with Kathy

Dettling and Mary O'Hare. Mary will be meeting with staff in May to go through the Strategic Plan and Balanced Scorecard, she will also be presenting at a future board meeting.

4. Included in the board packets is information from Alan Bolter (Board Association) regarding new language added to the budget. MACMHB is asking us to send letters to house representatives to reconsider privatization of behavioral health. The change includes recommending up to three pilots. There is also a request for a donation to the CMH PAC in the board packet - they are working very hard to advocate for keeping our system structured the same! Also included are articles from Crain's and Detroit newspapers regarding what privatization could look like.
5. Kathryn recently attended Morning Rotary and Noon Kiwanis meetings to talk about CMH, what we do in the community etc. Both presentations were well received and several people have expressed a wish to help with SUD prevention, suicide prevention and mental health awareness.
6. Ed Larkins (Family Medical Center) has contacted us regarding dedication of the Adrian CMH clinic site to Sandy Keener. A date for this will be set.

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

1. Information about the MACMHB Spring Conference is included in the board packet, if anyone is interested in attending please let Karen know.

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

1. Tillotson reported that meetings lately have been quite contentious with a couple of board members questioning everything.

#### **BOARD MEMBER COMMENTS**

1. Adams reported that Bill Kenyon is donating bibs for the race, so that people can run in memory of someone. Adrian Steel has made a donation and will be sending a team, Gleaners and Kapnick's will also be sending teams. Goodwill has 25 registered; Old National has 33 so far and Celebrate Recovery will have a team.

#### **ADJOURNMENT**

Meeting adjourned at 4:59pm.

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Nate Smith  
Secretary

Date