

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

**Minutes
June 29, 2017**

Present: G. Adams; D. Bills; S. Clites; M. Jackson; J. Lapham; N. Smith; R. Tillotson; J. Van Doren; D. Yearsin
Absent: J. Ackley
Staff: Andrews; Strayer; Szewczuk
Public: M. Roman; R. Myers; M'Hare

CALL TO ORDER

Chairperson Clites called the meeting to order at 3:07pm.

PREVIOUS MINUTES

MOTION BY J. VAN DOREN to approve minutes dated May 25, 2017.
SUPPORTED BY N. SMITH. MOTION CARRIED.

PUBLIC COMMENT

No public comment.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

- a. Sharon Robb Retirement - Sharon was presented with a plaque, card and gift card from the board members in recognition of her work on behalf of CMH for the past 29 years.
- b. Mary O'Hare - Balanced Scorecard. Mary gave an overview of the groundwork that has gone into the preparation of the Balanced Scorecard so far and the unknowns as we move forward. The Scorecard is a visual summary of the financial and non-financial measures that define success for the organization. Four areas of focus include:

Customer Satisfaction; Operations Efficiency; Financial Stewardship and Organizational Capacity surrounding the objective of being “All-in on the integration of physical/behavioral health and wellness for every consumer we serve”. Management Team is working on targets for each measure. **MOTION BY J. VAN DOREN** to continue Balanced Scorecard work to completion. **SUPPORTED BY D. BILLS. MOTION CARRIED.**

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Action Committee

Mark Roman reported on behalf of the Consumer Action Committee which met on June 9th. Regional art show participants are being sought. Art will be displayed locally, and then go into a travelling four-county show. Consumers are concerned about the closing of Herrick Inpatient facility. There was discussion regarding the possibility of having a booth at the Lenawee County Fair. The Drop in Center has sold the old building and purchased another. They are working with an architect and renovations will be underway soon. N. Smith reported that the morning and noon Rotary clubs will be applying for grants to help with the Drop in and Engagement Centers. He would also like to see more donors help with costs associated with these two new opportunities.

2. Performance Improvement

MDCH data was reviewed. Lenawee was out of compliance in four areas. Plans of Correction have been submitted. The threshold on most of the indicators is 95%, therefore just one consumer can push us out of compliance. It has been a struggle seeing consumers within 7 days of discharge from detox. We are working with providers to ensure that there is a connection to CMH following discharge. Amber Monahan reviewed the work of the internal performance improvement workgroups. Part of the integrated health care initiative includes us receiving an alert when anyone is admitted, discharged or transferred from a hospital in an effort to ensure consumers have the support they need whether it be medical or behavioral, we will be there to provide assistance. We are seeing a slow increase in consumers getting their labs completed.

3. Facilities Committee

There was no Facilities Committee in June.

4. Personnel Committee

There was no Personnel Committee in June.

5. Operations and Budget

Clites reported on Operations and Budget Committee which met on June 21st. Two revised regional policies were approved at the ROC. **MOTION BY N. SMITH** to approve policy R-802 Transition Planning and R-816 Clinical Record Content. **SUPPORTED BY D. BILLS. MOTION CARRIED.**

A contract to add autism treatment through Bixby ProMedica Autism Center was presented. This would provide treatment for children between the ages of 3 and 7. The intention would be to add OT and Speech Therapy in the future. **MOTION BY R. TILLOTSON** to approve a new contract with ProMedica Bixby Autism Center. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.**

A lease with the Drop in Center through September 2018 for a new Engagement Center was discussed. The lease is for half of the building at a cost of \$1,000 per month. **MOTION BY N. SMITH** to approve the Engagement Center lease. **SUPPORTED BY G. ADAMS. MOTION CARRIED.**

Service Inquiry - There were 132 mental health inquiries in May, 37 children and 95 adults. 38 were referred out, 91 were scheduled for an intake and 61 assessments were completed. 43 are receiving services, 3 refused. We had 50 inquiries for substance use disorder services, 39 were authorized for service 34 had Medicaid or Healthy Michigan, 5 were block grant. We continue to see numbers increasing for substance use services.

State Institution - We continue to be above budget with 3 people at the state hospital. One placement was not accepted by the NGRI committee, but we continue to try to find a suitable location.

Inpatient Hospitalizations - We had 26 admissions to community inpatient in May, 2 of those were children. 31% were Medicaid 69% Healthy Michigan. The loss of Healthy Michigan will have a huge impact on us in the future. 46% of those admitted had co-occurring mental health and substance use disorders. 62% were previously unknown to us. 42% identified the Family medical Center as their primary care provider. 19% did not have a primary care physician. 14 admissions were to Herrick, none were able to go to Monroe. 15 of those presented were able to be diverted. The unit closed on June 16th.

Finance Reports

Expenditure - Debi Andrews reported that at 67% of the way through the year, 62% of the budget is spent. The same expense lines are over budget, Deb Strayer will be proposing a revised spending plan at the July board meeting. We still have not received a bill from the state for hospitalization; we are using last year's expense as an estimate. Clinical contracts are 69% spent at 67% of the way through the year.

Utilization of autism services continue to increase. We currently have 29 in the autism program. This line will be adjusted next month. Outpatient provider line and respite care will be adjusted also as these continue to rise.

Revenue - we are seeing a shift to Healthy Michigan from Medicaid. The four-county region is seeing a similar trend. The region will cover the shortfall; however, it will be increasingly difficult with the reserve if the shift to Healthy Michigan continues.

Cash Balance - We are seeing the benefit from the Meaningful Use Incentive; this can be used for local match for any GF. Earned interest and dividends look much better this month, along with earned interest of \$17,000. At the end of the month we show being able to contribute to the fund balance

MOTION BY M. JACKSON to approve Finance Reports and additional vouchers totaling \$272,317.14. **SUPPORTED BY J. LAPHAM.**
MOTION CARRIED.

6. Recipient Rights Advisory Committee

There was no Recipient Rights Advisory Committee meeting in June.

7. Retirement Committee

There was no Retirement Committee meeting in June.

A. By-Laws

Smith and Van Doren reported on the By-Laws Committee which met on June 9th. With the guidance of Mary O'Hare some revisions are recommended. Article VII was added "Executive Director". Other language was updated and clarified. Following the concerns of Personnel Committee, the role of this committee was vague. The committee reviewed Policy A-204 Executive Director Authority & Responsibility. Standard #4 gives the Executive Director responsibility for determining policies, job descriptions, classifications, salary range etc. The committee also recommended adding that the Board Chairperson can act as a voting member of a committee in the event the committee lacks a quorum. Discussion followed regarding reporting absences as "excused" or "unexcused". This is to protect active, involved board members from being penalized.

MOTION BY M. JACKSON to table any action on the By-Laws until reviewed by legal counsel. **SUPPORTED BY R. TILLOTSON.**
MOTION CARRIED.

B. Ad-Hoc Committees

There were no Ad-Hoc Committees in June.

EXECUTIVE DIRECTOR'S REPORT

1. Kathryn will be on vacation next week. She will be available by email and cell phone.
2. Information regarding 298 language and budget update has been sent to board members. An Integrated healthcare demonstrator pilot is proposed for Kent County. There will be 3 pilots in other counties, with the health plans managing the money, but they will contract with CMHs for behavioral health services. They are looking for volunteer PIHPs to work with HMO's. There are six HMOs in Lenawee County. We have proposed through the board association that when pilot sites are evaluated, functioning PIHPs should also be evaluated for their work on integrated care. An article in the Detroit News was also shared this week. This article highlighted the areas where health plans fall short of working with the mild moderate population.
3. Kathryn attended the groundbreaking event last week for the new ProMedica hospital. It was disappointing that there was no mention of behavioral health.
4. Kathryn had a meeting with Dr. Yaroch this week at her request. They are interested in partnering with us in some way with the Engagement Center. Kathryn asked her to consider a monetary contribution towards the renovations, as well as being involved with training staff on medical issues. We would also encourage them to sit on the advisory board and consider on-going financial assistance. This should be an opportunity for continuing conversation and relationships with ProMedica.
5. The Engagement Center is moving forward. A signed lease next week followed by some needed renovations should enable us to open in August. Several recovery coaches have been interviewed and are already trained, and they are very excited to be working at the Pathways Recovery Center. A meeting next month with Personnel Committee and Operations and Budget is planned to discuss running the Center ourselves rather than by contract. We intend to be open evenings and weekends. The program will be presented to the full board for approval.
6. Family Medical Center. Ed Larkins has contacted us as he would like to move forward with contracting with us for an integrated health care manager. This was one of the strategies recommended by Kathy Dettling as we move towards integrated health. This proposal will also be presented to Personnel Committee next month.
7. Kathryn completed CEO Recipient Rights Training in Lansing last week.
8. Invitations to Sandy Keener's dedication at the Family Medical Center on August 11th were sent out today. We hope that Board Members can attend.

9. A Daily Telegram article about substance abuse written by Olivia Ehret was distributed for information.

REPORT FROM BOARD CHAIR

There was no report from the board chair.

REPORT FROM REGIONAL BOARD

Ralph Tillotson reported that this month's board meeting was a lot less contentious. Members are requesting more information regarding SUD account. More clarification will be provided next month. A request for a Veterans Affairs person to represent all counties was approved.

BOARD MEMBER COMMENTS

1. Helen Hendricks would like to come to next month's board meeting to discuss more funding for the homeless shelter.
2. Greg Adams was interviewed by the Daily Telegram yesterday about his reaction to the closure of Herrick Inpatient. They are seeking community consumer and family perspectives and experiences.

ADJOURNMENT

Meeting adjourned at 4:20pm.

Nate Smith
Secretary

Date