

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

**Minutes
July 27, 2017**

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

CALL TO ORDER

Vice Chairperson Adams called the meeting to order at 3:00pm in the absence of Chair Clites.

PREVIOUS MINUTES

MOTION BY J. LAPHAM to approve minutes dated June 29, 2017.
SUPPORTED BY M. JACKSON. MOTION CARRIED.

PUBLIC COMMENT

Helen Hendricks addressed the board. She thanked them for the \$1,000 sponsorship of the golf outing fundraiser, but asked to consider becoming a full event sponsor, along with DHHS for \$2,000. She reported that last year's event raised \$10,000; however, much more was needed this year as Share the Warmth is transitioning from grass roots Community Foundation funded entity to a stand-alone 501.3(c) organization. This is as a result of having to vacate the Salvation Army premises due to coding issues. Helen outlined the services currently provided, and the expansion proposed. A capital campaign to raise \$550,000 is underway to purchase a building for a year-round shelter. The new building is close to the Drop in Center and Pathways

Engagement Center and would serve many consumers of LCMHA. **MOTION BY M. JACKSON** to refer the request from Share the Warmth for additional funds to Operations & Budget Committee. **SUPPORTED BY D. YEARSIN. MOTION CARRIED.**

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Action Committee

There was no Consumer Action Committee Meeting in July; however, Jen Durell reported that demolition work by local Rotary members was done for the contractor to be able to start work on August 1st. The Drop in Center is open and will continue to be open during this time.

2. Performance Improvement

There was no Performance Improvement Committee meeting in July.

3. Facilities Committee

There was no Facilities Committee in July.

4. Personnel Committee

Van Doren reported on Personnel Committee meeting held on July 17th. A request to hire staffing for the Engagement Center contingent upon grant renewal was recommended. Kathryn Szewczuk reported that we have been advised today that the grant has been approved for renewal. Also an addendum to job requirements to include "a minimum of 3 years of sobriety required" was recommended. **MOTION BY J. VAN DOREN** to approve two full-time and seven part-time granted funded positions for Pathways Engagement Center with above requirements added. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.** Jackson noted that should this grant not be renewed in the future, that LCMHA would be undertaking a liability for unemployment benefits for these staff.

MOTION BY J VAN DOREN to approve moving the part-time Peer Recovery Coach for the Drug Court to a full-time position. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.**

A new Integrated Health Care Manager position at the Family Medical Center to be shared 50/50 with CMH was discussed. This additional ½ position will be added to the budget. **MOTION BY J. VAN DOREN** to approve this new position, with Family Medical Center sharing in half the cost. **SUPPORTED BY J. ACKLEY. MOTION CARRIED.**

Personnel Committee members will be interviewing potential new board members next week.

MOTION BY J. VAN DOREN to approve the 2017 Performance Results Pay Plan. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.** The current salary scale was also discussed, management will be conducting a survey of other counties, as well as local jobs that our staff may qualify for.

5. Operations and Budget

Adams reported on Operations and Budget Committee which met on July 19th. **MOTION BY J. ACKLEY** to approve two revised Regional Policies R-811 Trauma Informed Practice, and R-806 Ethics & Conduct.

SUPPORTED BY M. JACKSON. MOTION CARRIED.

MOTION BY M. JACKSON to approve the FY17 CMHSP Amendment. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.**

MOTION BY M. JACKSON to approve the FY18 MDHHS Contract. **SUPPORTED BY D. BILLS. MOTION CARRIED.**

MOTION BY M. JACKSON to extend a contract to Scott Arizala DBA We Dream Big, LLC (respite camp) in Fenton. **SUPPORTED BY L. LAPHAM. MOTION CARRIED.**

Debi Andrews explained that we did not have a current contract with anyone to do lawn care services at our five group homes. **MOTION BY J. ACKLEY** to approve publication of the Group Home Lawn Maintenance RFP. **SUPPORTED BY M. JACKSON. MOTION CARRIED.**

MOTION BY M. JACKSON to approve the SUD grant amendment to support a full time Peer Recovery Coach for the Drug Court. **SUPPORTED BY J. VAN DOREN. MOTION CARRIED.**

Service Inquiry - There were 103 inquiries in June, 21 of those were children. 69 intakes were scheduled, 52 assessments were completed. 7 were found ineligible for our services. 40 are receiving services, 5 refused. All were Healthy Michigan or Medicaid. Substance Use inquiries totaled 48, 39 of those were authorized for service. 13 Medicaid, 20 Healthy Michigan, 6 block grant.

State Institution - We continue to be above budget, with one NGRI and one more placement from the Forensic Center.

Inpatient Hospitalizations - 25 were admitted in June, 1 of those was a re-admittance. 2 of the 25 were children. 33% Medicaid, 67% Healthy Michigan. 46% of those admitted had co-occurring mental health and substance use disorders. 42% were previously unknown to us. 21% reported the Family Medical Center as their primary health care provider, 25% had no primary care physician. 6 of the 25 came in on petition. 7 were admitted to Herrick which closed on June 16th. We are tracking placement and time spent waiting etc. Currently transportation is by ambulance. 6 were diverted from the hospital. We have 2 crisis beds at Renaissance, and hope to obtain a couple more.

Revised Spending Plan - Deb Strayer reviewed the proposed spending plan with the changes explained in more detail to Operations & Budget Committee. Overall the proposed spending plan is \$315,000 more than the original budget. If we were to spend the budget we would need \$50,000 from the fund balance. **MOTION BY M. JACKSON** to approve the revised spending plan. **SUPPORTED BY J. VAN DOREN. MOTION CARRIED.**

Finance Reports - The revised spending plan has been used this month which means everything is in line.

Expenditure - We are 69% spent at 75% of the year. Clinical service contracts are at 71% spent.

Revenue - 69% spent at 75% of the way through the year.

Cash Balance - We had another bad month with a reduction in market value on investments, earned interest went into a - \$12,000 position. We had enough local funds to cover a \$125,000 shortfall in GF, and were able to contribute \$9,000 to the fund balance.

MOTION BY M. JACKSON to approve Finance Reports and additional vouchers totaling \$252,045.64. **SUPPORTED BY J. VAN DOREN. MOTION CARRIED.**

6. Recipient Rights Advisory Committee

Ackley reported on the Recipient Rights Advisory Committee which met on July 10th. Number of complaints is coming up, which is a good thing - people are reporting. The committee underwent an Appeals training.

7. Retirement Committee

There was no Retirement Committee meeting in July.

A. By-Laws

The By-Laws were reviewed and approved by legal counsel. **MOTION BY J. ACKLEY** to approve and adopt the revised By-Laws. **SUPPORTED BY D. YEARSIN. MOTION CARRIED.**

B. Ad-Hoc Committees

There were no Ad-Hoc Committees in July.

EXECUTIVE DIRECTOR'S REPORT

1. We continue to work with the consultants and are moving forward with the Balanced Scorecard and clinical efficiencies.
2. 298. The Directors had a meeting earlier this month to look at strategies for CMH's, to highlight the integrated healthcare work we

are doing locally. We will be inviting legislators to see the work that is happening in our communities.

3. The House CARES Task Force. Information was distributed to board members. The first meeting is on Monday in Livingston.
4. Federal Health Care Plan. The MACMHB recommends that we continue to contact legislators, to write to Tim Walberg as he has supported the proposal that we limit Medicaid and eliminate Healthy Michigan. There was a suggestion to invite Congressman Walberg to CMH on August 29th for a discussion. Karen Rawlings will contact Dustin Krasny.
5. We were approved for two regional grants:
 - a. Engagement Center - \$293,703 for two years
 - b. Prevention - however, this was cut by \$90,000. We will receive \$70,000 which will only enable us to do three of the programs we wanted to do. It is our intention to look for additional funding.
6. We have received an additional letter of interest for the board member position.
7. We have received an anonymous 28 page report about Centria, who provide autism services. The regional is investigating the authenticity of the complaints.
8. The dedication of the CMH suite at the Family Medical Center to Sandy Keener is scheduled for August 11th at 2pm. Lt. Governor Calley will be attending, Bronna Kahle and Bob Sheehan are all on the agenda to say a few words.

REPORT FROM BOARD CHAIR

The board chair was absent. Board Vice-Chair would like to appoint Judy Ackley to the Personnel Committee to fill a vacant seat. **MOTION BY J. LAPHAM** to appoint Judy Ackley to Personnel committee. **SUPPORTED BY M. JACKSON. MOTION CARRIED.**

REPORT FROM REGIONAL BOARD

The Substance Use Disorder budget was the main focus of the last meeting.

BOARD MEMBER COMMENTS

1. Greg Adams had an article printed in the Daily Telegram regarding the closure of Herrick Inpatient unit, and how it affects individuals and families.

ADJOURNMENT

Meeting adjourned at 4:20pm.

Nate Smith
Secretary

Date