

LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

**Minutes
October 26, 2017**

Present: J. Ackley, G. Adams; S. Clites; M. Jackson; A. Palmer D. Reed; N. Smith; R. Tillotson; D. Yearsin
Absent: D. Bills; J. Lapham; J. Van Doren
Staff: Andrews; Demers; Rawlings; Stetten; Strayer; Szewczuk
Public: J. Durell; Nagle; Yarocho

CALL TO ORDER

Board Chair Clites called the meeting to order at 3:03pm.

INTRODUCTIONS - *new board member*

Welcome to Amy Palmer.

PREVIOUS MINUTES

MOTION BY N. SMITH to approve minutes dated September 28, 2017.
SUPPORTED BY J. ACKLEY. MOTION CARRIED.

PUBLIC COMMENT

No report.

SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS

- a. E-Race the Stigma presentation to ProMedica. The board members watched the video of the race produced by the LISD. A check for \$5,000 was presented to Dr. Yarocho (President/Bixby Herrick Hospital), as a contribution towards the next Community Health Assessment, which is done every three years. This data identifies important health

concerns in Lenawee County. This information is important for grants and funding opportunities. Following this year's survey we will have nine years of data.

- b. Tammy Stetten was presented with a 10 year award for service with LCMHA.

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Action Committee

- Jen Durell reported that the Celebration of Success event has been postponed, and applications are still being accepted for anyone who is making strides in their personal recovery. It was agreed to combine this event with the annual Christmas party for consumers. Previously this party has been organized and run by volunteers, but has grown into something too large to handle. Consumers were very disappointed that this event did not happen last year, so it was agreed to continue this tradition if possible. A venue has been secured (LISD Tech Center) to accommodate an anticipated 200/250 people with the date of December 5th. Jen Durell asked the CMH Board if they would consider covering the cost of the food for the Christmas Party/Celebration of Success. **MOTION BY N. SMITH** to approve CMH paying for cost of food/refreshments for this event on December 5th. **SUPPORTED BY G. ADAMS. MOTION CARRIED.**
- The Regional Consumer Action Committee is holding an annual training on November 8th.

2. Performance Improvement

Performance Improvement Committee for October is scheduled for next Monday, the 30th. A report will be presented at next month's board meeting.

3. Facilities Committee

There was no Facilities Committee in October.

4. Personnel Committee

There was no Personnel Committee meeting in October.

5. Operations and Budget

- Clites reported on Operations & Budget Committee which met on October 18th. Three regional policies presented have been revised and edited for clarity. **MOTION BY M. JACKSON** to approved policies: #R-810 Security of Consumer Related Information; #R-829 Critical Incident, Sentinel Event & Risk Event

& #R-846 Incident Reporting. **SUPPORTED BY N. SMITH. MOTION CARRIED.**

- Sponsorship Request - A Night for HOPE. The committee recommended that CMH consider being a supporting sponsor for \$1,000. This is the annual fall fundraiser for the HOPE Center. **MOTION BY R. TILLOTSON** to approve sponsorship of \$1,000 for "A Night for Hope". **SUPPORTED BY N. SMITH. MOTION CARRIED.**

Data Report:

Service Inquiry - In September we had 120 mental health inquiries. 81 were scheduled for an assessment, 60 were completed. 46 were authorized for service. 12 were found ineligible and 2 refused service. All were either Healthy Michigan or Medicaid. It is interesting to note from the four year comparison that numbers in February and March are higher. This may coincide with the implementation of us starting to get people in within three days of the assessment as a result of scheduling being done directly by the Access Clinician following the screening call. Substance abuse disorder inquiries totaled 51; one of those was a child (under 18). 6 were referred out, 2 were ineligible with 43 being authorized for service. 11 Medicaid, 10 Block Grant, more than half (22) were Healthy Michigan. This is the second time we have seen a slight dip in numbers since we began serving this population.

State Institution - We still have four people at Kalamazoo.

Inpatient Hospitalizations - 19 were admitted to hospital, 1 of those was a child. 53% Medicaid, 47% Healthy Michigan. No GF. 63% of those admitted had a co-occurring mental health and substance use disorder. 74% were previously unknown to us. 32% identified the Family Medical Center as their primary care provider; another 6 did not have a primary care physician. We were able to divert 8 from the hospital. Last month we saw 12 petitions, this month there were 8. We were only able to get one person into Monroe, Hillsdale Hospital is taking the most - 5 were admitted - this is a 10 bed unit. A state workgroup is looking at Psychiatric hospital capacity due to lack of availability across the state. We expect a bed-registry to be a possible solution. We will continue to let them know about the changing environment and imbalance that exists.

Finance Reports - Deb Strayer reported that as of September 30th, this is a preliminary year-end report as we still have bills coming in, this is an estimated actual for the end of the fiscal year. We will not have final numbers until the audit is completed. Expenditure is slightly over budget as purchases of computer hardware and equipment came in a little higher than expected. Contracts - all are at or below budget.

State inpatient is lower than originally estimated because we did not receive any bills until the end of the year. In total we are coming in at 95% spent of the budget. Clinical contracts round up to 100% spent. A few items ran slightly over – autism contracts continue to increase, Michigan Agency With Choice are taking on consumers from Consumer Services, who ended their contract with us for CLS, also the need for respite continues to increase. Revenue shows, that after covering a GF shortfall of \$187,000 we are able to cover this with local funds, and still be able to contribute \$28,692 to the fund balance. Cash Balance – this was not a good month on market value for our investments; we saw a \$16,000 loss in the bond market. The wealth management summary shows month by month the fluctuations in the market value of our investments.

MOTION BY M. JACKSON to approve Finance Reports and additional vouchers totaling \$228,887.38. **SUPPORTED BY J. ACKLEY. MOTION CARRIED.**

6. Recipient Rights Advisory Committee

There was no Recipient Rights Advisory Committee meeting in October.

7. Retirement Committee

There was no Retirement Committee meeting in October

A. By-Laws

There was no By-Laws Committee in October.

B. Ad-Hoc Committees

There were no Ad-Hoc Committees in October.

EXECUTIVE DIRECTOR'S REPORT

1. Kathryn introduced April Demers, the new Chief Operating Officer. April was previously working as a Consultant for us on SUD Prevention; she also oversaw the opening of Pathways Engagement Center. April comes to us with a wealth of knowledge and experience. She will be taking on many other operational duties.
2. We did not have any viable applicants for the Clinical Director position. However, we did interview someone who we sought out. She has declined the position, but she may be available on a consultancy basis one day per week.
3. Pathways Engagement Center is open. The ribbon cutting event was a big success. We had our first consumer on the ribbon cutting weekend. Last weekend, one consumer came back three days in a row. Staff continues to iron out small details. We are meeting next week with law enforcement and ER staff on how to support them with their Angel

Project. We have two full time and three part time employees which is working well.

4. We are in the middle of several audits
 - a. HAB Waiver (adults and children) – one of our providers did not have appropriate documentation for their claims, so we will end up having to take back money from them.
 - b. SED Waiver (Wraparound) none of our consumers were chosen, however, they did offer some technical assistance.
 - c. Recipient Rights. This was our three year evaluation; reports are expected back within 30 days. CMH scored 169/170 – the auditors commented that this was an excellent score. They also were very complimentary of our regional rights system in general.
 - d. The PIHP has also launched their audits, including a financial audit.
5. Annual Human Services Building Trunk or Treat is tonight at 4:30pm in the parking lot.
6. There will be trick or treating for children and grandchildren of staff on Tuesday 31st from 3pm – 5pm. everyone is welcome to attend.
7. Health Management Associates, a national research and consulting company did the final presentation at the MACMHB Fall Conference – it was quite somber. We will work with 298 facilitators and evaluators to help them understand how important services that we provide (safety net) impact people in our community.

REPORT FROM BOARD CHAIR

1. Please review the committee structure and let Scott or Karen know of your preferences for the upcoming year. The two new board members will be expected to join at least two committees. Deidre expressed an interest in Performance Improvement. It is also important to have another board member on Consumer Action Committee. Facilities Committee usually tours the group homes, and would be a good introduction to CMH and some of the services we provide.
2. It is necessary to schedule a Personnel Committee meeting before the end of November. A couple of dates were suggested – Karen will schedule.
3. Meeting schedule for December was discussed. It was agreed that Operations & Budget Committee would act on behalf of the Board in December (December 20th), there would be no board meeting.
MOTION BY M. JACKSON. SUPPORTED BY D. YEARSIN. MOTION CARRIED.

REPORT FROM REGIONAL BOARD

1. Tillotson reported that there is a new slate of officers, and a couple of new board members. **MOTION BY R. TILLOTSON** to reappoint Greg

Adams to the regional board through 2020. **SUPPORTED BY M. JACKSON. MOTION CARRIED.**

BOARD MEMBER COMMENTS

1. Tillotson suggested re-convening the RFP Ad Hoc Committee to review the situation with our investments. He also recommended that John Lapham be appointed to this committee to utilize his knowledge and expertise in this area. Karen will communicate with him on this, as well as a possible date in November (11/17) to meet. Clites will act as an ex-officio member of this committee if needed.
2. Adams met with the NAMI Director at the Board Association Conference regarding lack of inpatient psychiatric services in Lenawee. He will be setting up a meeting with Dr. Yaroch.

ADJOURNMENT

Meeting adjourned at 4:24pm.

Nathan C. Smith
Secretary

Date