LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes
March 29, 2018

Present: J. Ackley, G. Adams; D. Bills; S. Clites; M. Jackson; A. Palmer; D. Reed; N. Smith; R. Tillotson; J. Van Doren
Absent: J. Lapham; D. Yearsin
Staff: Andrews; Rawlings; Schell; Szewczuk
Public: J. Durell; T. Ackley;
Guest: D. Miller (Roslund Prestage)

1. CALL TO ORDER
Board Chair Clites called the meeting to order at 3:00pm.

2. PREVIOUS MINUTES

MOTION BY J. ACKLEY to approve the minutes dated February 22, 2018. SUPPORTED BY R. TILLOTSON. MOTION CARRIED.

3. PUBLIC COMMENT
No public to report.

4. SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS
   a. Bea Miller was presented with an award for 25 years’ service with CMH.
   b. Derek Miller – Roslund Prestage reviewed the FY17 Financial Audit. Total net position $1,714,015 reflecting 9.1% net position of operating expenses. Total pension liability went down from
$2.7m to $1.9m as a result of investment income earned, using a discount rate of 7.25%. The plan is 87% funded as a percentage of total liabilities. Derek Miller noted that it has been a pleasure working with Deb Strayer. **MOTION BY M. JACKSON** to accept the FY17 financial audit report and place on file. **SUPPORTED BY R. TILLOTSON. MOTION CARRIED.**

**COMMITTEE REPORTS**

A. Standing Committees

1. **Consumer Action Committee**
   Jen Durell reported on Consumer Action Committee which met on March 10th.
   - There are two individuals who are interested in becoming representatives on the committee: Barry Cebulski and Holly Terrill. **MOTION BY N. SMITH** to accept both new committee members of CAC. **SUPPORTED BY D. BILLS. MOTION CARRIED.**
   - The Board Association is asking for a donation to support Walk a Mile Expenses at the State Capitol Building on May 2, 2018. CAC recommends a donation of $350. **MOTION BY D. REED** to allocate $200 to the Community Mental Health Association of Michigan for WAM expenses. **SUPPORTED BY N. SMITH. MOTION CARRIED.**
   - The CAC is asking the board for a donation of $1000 for the Christmas Party and Celebration of Success event, as well as $1000 for Walk a Mile and UFAM expenses. **MOTION BY M. JACKSON** for this to be referred to Operations & Budget Committee, to include a list of expenses from previous years. **SUPPORTED BY R. TILLOTSON. MOTION CARRIED.**

Regarding the recommendation for dollars for the Walk a Mile and UFAM rally, since this is coming soon it was agreed a decision should be made. There was discussion regarding the fact that the Consumer Action Committee should come back to the board (Operations & Budget Committee) with a proposed budget for the year for such events. **MOTION BY M. JACKSON** to authorize up to $1,000 for Walk a Mile and UFAM expenses, and ask the Consumer Action Committee to formulate an ongoing annual budget to present to Operations & Budget Committee for the future. **SUPPORTED BY D. REED. MOTION CARRIED.** The committee is also encouraged to seek sponsors in the community for their activities also.

2. **Performance Improvement**
There was no Performance Improvement Committee meeting in March.

3. Facilities Committee
There was no Facilities Committee meeting in March.

4. Operations and Budget
Clites reported on Operations & Budget Committee which met on March 21st.

- Contracts
  - FY18 Master Grant & Project Agreement
This contract with the Region identifies the PMTO Block Grant; the Criminal Justice Block Grant; SIS Assessments and Relias Training. MOTION BY N. SMITH to accept the FY18 Master Grant & Project Agreement with the Region. SUPPORTED BY A. PALMER. MOTION CARRIED.

Data Report:

Service Inquiry -
Kathryn Szewczuk reported that in the month of February there were 104 mental health inquiries, 38 of those were youth. 24 were referred out, 74 intakes were scheduled, 66 assessments were completed and 18 were found ineligible. 46 are currently receiving services, 2 refused service. We had 4% GF, the rest were either Medicaid or Healthy Michigan. For substance use disorder services we had 36 inquiries, 1 of those was a 12 year old. 1 was referred out with SUD benefits, 1 was denied. 36 were authorized for service. 12 were Medicaid, 9 Healthy Michigan, 10 block grant.

State Institution - We are getting ready to move one person out of Kalamazoo in May, they will have to be in a more secure setting than we have in Lenawee.

Inpatient Hospitalizations - we had 15 admitted to the hospital in February, 3 of those were children. 5 were Medicaid, 10 Healthy Michigan. 60% had co-occurring mental health and substance use disorders, 67% were previously unknown to us. 4 reported the Family Medical Center as their primary care provider, 7 did not have a primary care physician. 6 were petitioned into the hospital and 5 others were able to be diverted. We continue to evaluate who is going into the hospital and what more can be done to divert them.

Finance Reports - Debi Andrews reported that at the end of February revenue and expenses are at 39% at 42% of the way through the year.
Lower inpatient rates in February brought us back into alignment. Some clinical contract line items continue to be above budget and will be adjusted to reflect the higher utilization when the spending plan is revised. Clinical contracts are at 38% at 42% of the way through the year. 39% of revenue has been received. We saw a negative change in market value of $11,000 on investments and will need to take $19,582 from the fund balance.

**MOTION BY M. JACKSON** to approve Finance Reports and additional vouchers totaling $303,436.42. **SUPPORTED BY J. VAN DOREN. MOTION CARRIED.**

5. **Personnel Committee**
   There was no Personnel Committee meeting in March.

6. **Recipient Rights Advisory Committee**
   Adams reported on the Recipient Rights Advisory Committee meeting which was held on March 20th. There were only two substantiated allegations in the first quarter, and trends are similar to previous years.

7. **Retirement Committee**
   There was no Retirement Committee meeting in March.

   A. **By-Laws**
   There was no By-Laws Committee in March.

   B. **Ad-Hoc Committees**
   **RFP Ad Hoc Committee**
   There was no RFP Ad-Hoc Committee meeting in March.

6. **EXECUTIVE DIRECTOR’S REPORT**
1. Kathryn introduced Gina Schell to the board – Gina is our new Chief Operating Officer who started on Monday.
2. A Resolution was added to the board packet. CMHs are asking their boards to approve Resolutions compelling the state to come up with a reasonable solution for the DABs migration to Healthy Michigan. This impacted our region by $4m. If passed this Resolution will be shared with the Governor, the County Commission, State and local legislators. **MOTION BY J. ACKLEY** to approve the Resolution regarding the misclassification of Enrollment for Medicaid. **SUPPORTED BY G. ADAMS. MOTION CARRIED.** Jackson suggested that the Resolution be accompanied by specific information when it is circulated.
3. CMH PAC – 2018 information was provided to board members. Our voice needs to be heard now more than ever. Campaign donations should be sent to the CMH Association offices by June 22, 2018 to be
eligible for a drawing for Detroit Tigers tickets. If anyone is interested in making a contribution, please bring donations to the next board meeting.

4. Opioid Summit – April 18th. Please attend if possible; it is only for a morning with a NARCAN training in the afternoon for those who wish to stay. Registration is required.

5. Consumer Services Inc. is the provider who we found to have documentation discrepancies following an audit. We have heard back from them. They intend to set up a plan to submit four payments, to be paid in full by June. This will be returned to the Medicaid budget.

6. We have received notice from the state that there will be a change in allocation method for GF, effective October 1st we will receive a little over $213,000. Over the course of five years we will see an increase of 301% (almost $1.4m).

7. REPORT FROM BOARD CHAIR
   1. We are in receipt of Donna Yearsin’s letter of resignation from the board. MOTION BY D. REED to accept with regret. SUPPORTED BY N. SMITH. MOTION CARRIED. It was agreed that Donna’s replacement should have a background in substance use disorder. The remaining members of the board whose terms are expiring: Clites, Reed and Tillotson have all expressed a wish to continue, pending approval by the Board of Commissioners. MOTION BY M. JACKSON to recommend reappointment of the three incumbent members to the County Commission, and to direct Personnel Committee to seek a new board member with an SUD background. SUPPORTED BY N. SMITH. MOTION CARRIED.

8. REPORT FROM REGIONAL BOARD
   Ralph Tillotson reported that the region will likely be considerably over budget, which would mean using up risk reserves, and asking the state to make us whole. Autism costs are skyrocketing and there is not enough money to cover the benefit that passed through the legislature, and not enough providers, which means that they can set their own rate.

9. BOARD MEMBER COMMENTS
   1. Adams reported that the Sage Foundation has donated $5,000 again this year for the E-Race the Stigma 5K Run Walk & Kids Dash. Donations have also come in from the Dominican Sisters, Kiwanis, McCullough Vargas & Associates, Gurdjian Insurance, and Dr. Hoffman. Adrian Steel will be sending a team, and will be sponsoring. Lenawee County is covering the cost for any county employee who wishes to participate; Goodwill also covers the costs of participants. Scholarships are provided to consumers as well as Boys & Girls Club members.
2. Adams spoke to a class at Adrian College about mental health in America. He has also asked to be a keynote speaker at an upcoming board association conference. He will be speaking at Kiwanis about the race as well as Rotary. NPR is hosting “Issues and Ales” at the Jolly Pumpkin in Dexter next Wednesday – this will be a mental health panel discussion.

3. Ackley reported the sudden death of a popular consumer who will be sadly missed.

4. Smith noted that the morning and noon Rotary clubs will be finishing the Pathways privacy area in May.

10. **ADJOURNMENT**
    Meeting adjourned at 4:07pm.

Nathan C. Smith
Secretary