LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes
May 31, 2018

Present: J. Ackley, G. Adams; D. Bills; S. Clites; M. Jackson; J. Lapham; A. Palmer; D. Reed; N. Smith; R. Tillotson; J. Van Doren

Absent: None

Staff: Andrews; Brasher; Rawlings; Schell; Szewczuk

Public: H. Henricks; Addison School Students (4)

1. CALL TO ORDER
   Board Chair Clites called the meeting to order at 3:01pm.

2. PREVIOUS MINUTES
   MOTION BY J. LAPHAM to approve the minutes dated April 26, 2018. SUPPORTED BY N. SMITH. MOTION CARRIED.

3. PUBLIC COMMENT
   Helen Henricks updated the board members on the purchase of the old Moose Building for the Share the Warmth program. Renovations are underway. Helen is requesting that CMH continue to support the annual fundraiser, a golf outing on September 8th as a primary sponsor at $3,000. Last year Share the Warmth served 143 individuals. 32 of those had mental health issues, 10 were disabled and 23 had co-occurring mental health and substance abuse disorders. It was agreed that this request would be considered by Operations & Budget Committee.
4. **SPECIAL PRESENTATIONS, REPORTS AND ACKNOWLEDGEMENTS**

Congratulations to Lisa Brasher, Integrated Health Nurse who celebrated 10 years with CMH in April.

**COMMITTEE REPORTS**

**A. Standing Committees**

1. **Consumer Action Committee**
   There was no-one to report on CAC. They did not meet in May due to attendance at the Walk a Mile in My Shoes Rally in Lansing, and the UFAM Rally.

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

3. **Facilities Committee**
   Nate Smith reported that several members toured all of the homes on May 18th and 23rd. Included in board packets is some “before” and “after” pictures of the major projects completed in 2017/18. The committee noted a couple of areas of concern which are being addressed. Kudos to Debi Andrews and Kaitlyn for all of their hard work, the homes are being kept in much better shape. Scott encourages all board members to tour the group homes when the opportunity arises.

4. **Operations and Budget**
   Clites reported on Operations & Budget Committee which met on May 16th.
   - Additions and changes to the FY18 MDHHS/CMHSP Managed Health Supports & Services Contract were reviewed. **MOTION BY M. JACKSON to approve the Amendment No.2 to the above contract. SUPPORTED BY D. REED. MOTION CARRIED.**
   - Patterns Behavioral Services – this is a new provider for autism services who would provide ABA therapy in the home. **MOTION BY N. SMITH to add Patterns Behavioral Services to our provider panel. SUPPORTED BY M. JACKSON. MOTION CARRIED.**
   - The current nurse we use for OBRA Assessments has resigned. We would like to bring in Dawn Schofield to perform this function. **MOTION BY M. JACKSON to...**
approve Dawn Schofield for OBRA nursing. **SUPPORTED BY N. SMITH. MOTION CARRIED.**

- Revised Regional Policy #R-845 Access System has been updated to change the name of MDCH to MDHHS. **MOTION BY N. SMITH** to approve revised regional policy #R-845. **SUPPORTED BY J. VAN DOREN. MOTION CARRIED.**

- Revised local policy #B-303 Input from Persons Served as been revised to reflect the name change from Consumer Advisory Committee to Consumer Action Committee. **MOTION BY J. VAN DOREN** to approve revised policy #B-303. **SUPPORTED BY D. BILLS. MOTION CARRIED.**

- 2017 Annual Report – the report has been reviewed and approved by Management Team, with the intent to publish to the LCMHA website. **MOTION BY M. JACKSON** to approve the 2017 Annual Report for file and publication. **SUPPORTED BY N. SMITH. MOTION CARRIED.**

- Unfortunately reports in the new Electronic Health Record (CRCT) are not quite ready, so we are unable to review service inquiry information for the month of April at this time. However, reports for two months will be presented at next month’s Operations & Budget Committee. 20 people were admitted to hospital in April, 5 of those were children. 53% Medicaid, 47% Healthy Michigan, 0 GF. 58% had co-occurring mental health and substance use disorders, and 74% were previously unknown to us. 5 identified the Family Medical Center for primary care, 7 did not have a primary care physician. 9 were petitioned into the hospital and 2 were diverted. We were not able to get anyone into Monroe, 5 were admitted to Hillsdale. There was a question regarding the readmission rate from Hillsdale, or whether we have seen any problems. Kathryn will follow up.

**Finance Reports** - Debi Andrews reported that at the end of April 58% of the way through the year we are at 55% spent. We continue to have the same line items running over budget. There was a question regarding reasons for being below budget on training. This line was increased in anticipation of more training required for new staff. However, staff is utilizing our online training site (Relias) more effectively. Pharmacy line is at 73%, we will be collecting consumer copays which should bring this more into line. Clinical contracts continue to see autism and CLS running high, this will come back into line when the direct care wage increase is applied. Community inpatient is seeing higher cost services since the closure of Herrick Inpatient. Clinical contracts are at 54% spent at 58% of the way through the year. Revenue is at 55%. Contract agency match at 138% is due to the fact that we collected the Branch Hillsdale Foundation grant; this will be
used as local match. There was a negative impact to the market value of the investments, which was offset by good interest earnings. We overspent on GF however, due to excess revenue we were able to cover with local funds. We are looking to be able to contribute $21,000 to the fund balance. Operations and Budget Committee look forward to seeing reformatted condensed finance reports at next month’s meeting.

**MOTION BY M. JACKSON** to approve Finance Reports and additional vouchers totaling $1,000,282.75. **SUPPORTED BY D. BILLS. MOTION CARRIED.**

**a. 2017 Compliance Audit.** Debi Andrews distributed copies of the 2017 Compliance Audit completed by Roslund Prestage & Co. Medicaid and General Fund Contracts and block grants are reviewed annually. No findings or deficiencies were found. **MOTION BY N. SMITH** to accept the 2017 Compliance Report and place on file. **SUPPORTED BY M. JACKSON. MOTION CARRIED.**

5. **Personnel Committee**
   Jim Van Doren reported on two Personnel Committee meetings held this month. A salary revision proposed by Management was reviewed, however the committee requested more data, and would like to see the long term impact on CMH and the budget. There was discussion regarding previous actions by the board (performance results pay, elimination of contribution to HSA etc.). There have been no changes to the current pay scale since 2015, and staff does not receive cost of living increases. The in-depth review and comparison to other CMH’s with similar budgets/our affiliate partners/comparable positions within Lenawee County was reviewed – an average increase in all scales was proposed, with the intent to implement in June. CMH is struggling to fill some key positions due to the pay scale. **MOTION BY M. JACKSON** to continue to leave this in committee with the intention to meet this month for a decision, as we are having difficulty filling positions. **SUPPORTED BY R. TILLOTSON. MOTION CARRIED.**

6. **Recipient Rights Advisory Committee**
   There was no Recipient Rights Advisory Committee meeting in May.

7. **Retirement Committee**
   There was no Retirement Committee meeting in May.
A. By-Laws
There was no By-Laws Committee in May

B. Ad-Hoc Committees
   a. RFP Ad Hoc Committee
      John Lapham reported on the RFP Ad-Hoc Committee Meeting which met on May 4th. Over 30 RFP’s were sent out, only four were received, and one of those was a broker out of Pittsburg and was not included in the comparison presented to the committee for review. Rick Gurdjian’s office provided a blind comparison. The committee agreed that Proposal #3 (Old National) was the best choice. MOTION BY J. LAPHAM that LCMHA remains with Old National as our investment advisor for investments. SUPPORTED BY J. VAN DOREN. Smith abstained. MOTION CARRIED.

6. EXECUTIVE DIRECTOR’S REPORT
   • The MIPAD State committee looking at the Psychiatric Inpatient issue had some short term recommendations: looking at a Certification of Need Commission; establishing a standard advisory committee to explore potential revenue and method to determine how many inpatient beds are needed in different areas; bringing treatment people into the ER; strategies for strengthening capacity in ER’s so that assessment and treatment can begin; establish standards for psychiatric care in the ER, having someone from CMH in the ER. They are asking the legislature to require community hospitals with children’s services to maintain psychiatric programs. Examining reimbursement for limited licensure (a license that can be reimbursed); recommending legislature to increase funding for therapeutic foster care homes. They will be conducting a broad evaluation of network adequacy through the PIHP’s. They are also looking at loan repayment to address the doctor shortage, as well as exploring tele-medicine. There are two recommendations regarding information sharing - trying to establish a single statewide medically cleared algorithm for hospitals with different standards and a standardized referral packet. They are looking at cross county barriers for involuntary or deferred patients. Payments - hospital rate adjustment (get funding to provide beds for people with Medicaid). New payment methodologies where PIHPs having ties to a system paying for people in hospitals, and a psychiatric bed registry.
   • 298 pilot program has been postponed until October 2019.
Meridian – the largest Health Plan in the area was sold to Wellcare Health Plan, Tampa.

We have received our 3 year accreditation from the Joint Commission.

We are the recipient of over $3,000 in donations from family, friends and associates of a family who recently lost their 21 year old daughter to suicide. They have expressed a desire for us to spend the money on education regarding depression and suicide. The Suicide Prevention Work Plan is almost complete – this will be brought to the board soon.

7. REPORT FROM BOARD CHAIR
   Scott would like to compliment Greg on an outstanding E-Race the Stigma, the turnout was the biggest so far. Congratulations and thank you Greg on a job well done.

8. REPORT FROM REGIONAL BOARD
   No report.

9. BOARD MEMBER COMMENTS
   - The Pergola at Pathways is almost complete – thanks to the Rotarians!
   - Mark Jackson reported that the Lacrosse event at Tecumseh was a huge success, the students directed the announcements regarding stamping out stigma, including statistics about mental illness – this was a great event. Two other varsity sports were going on at the same time, so the message reached a large crowd.
   - Kay Ross was complemented by her viewpoint on WLEN – she did a great job. Kay was also the organizer of the two events in Lansing (Walk a Mile and UFAM rally). Kay also recently did a safeTALK training – Deidre found this very informative.
   - Greg Adams recently spoke at Kiwanis and Rotary meetings regarding the lack of inpatient behavioral health in Lenawee County.
   - Deidre Reed attended the Board Association Spring Conference. Officers were all re-elected.
   - Addison High School students thanked the board for allowing them to experience a board meeting.

10. ADJOURNMENT
    Meeting adjourned at 4:28pm.