LENAWEE COMMUNITY MENTAL HEALTH AUTHORITY BOARD MEETING

Minutes
August 30, 2018

Present: G. Adams; D. Bills; S. Clites; M. Jackson; J. Lapham; A. Palmer; D. Reed; N. Smith; R. Tillotson
Absent: J. Ackley, J. Van Doren
Staff: Andrews; Bradley; Carpenter; Deo; Monahan; Owen; Rawlings; Schell; Szewczuk; Warren (Cadieux by phone)
Guests: M. O’Hare; J. Colaianne
Public: Roman; Jacobs; Gates; Guetschow

1. CALL TO ORDER
Board Chair Clites has resigned. Vice Chair Adams will be acting as Chair. The meeting was called to order at 3:02pm.

2. PREVIOUS MINUTES
   MOTION BY J. LAPHAM to approve the minutes dated July 12, 2018. SUPPORTED BY M. JACKSON. MOTION CARRIED.

3. PUBLIC COMMENT
   1. Kaitlin Jacobs – a student from Blissfield Middle School gave a presentation of her school fundraising project, which was selling baked goods. Kaitlin chose to donate the funds she raised to LCMHA for suicide prevention. A check for $125 was presented to the board Chair.
   2. Debra Gates introduced her son to the board. Jason attends the Goodwill LINC program, and has recently had issues riding the Lenawee Transportation bus.
3. James Colaianne, COO of the South East Region PIHP, gave an overview of how the state sets rates for our funding; how rates have been set on historical data and the ensuing investigation into why the data our region is submitting is not being calculated accurately.

COMMITTEE REPORTS

A. Standing Committees

1. Consumer Action Committee
Mark Roman gave an update on the meeting held on August 10th. The picnic on was a success with approximately 40 attendees. The art show at the library on August 3rd was attended by 20 or so.

2. Personnel Committee
John Lapham reported from Personnel Committee which met on August 14th.
   - Three new prospective board members were interviewed. All would make excellent board members. MOTION BY J. LAPHAM to approve two new board appointments: Holly Terrill and Nic Wilson, and to submit these to the County Commission for approval. SUPPORTED BY D. REED. MOTION CARRIED.
   - A new position request to establish a Quality and Compliance Coordinator was presented to the committee. This would be to replace the existing open position of a Data Technician. MOTION BY M. JACKSON to approve the new Quality and Compliance Coordinator position. SUPPORTED BY J. LAPHAM. MOTION CARRIED.
   - There was an annual review of the Executive Director contract. This is the second year of a three year contract. MOTION BY M. JACKSON to approve the second year of remuneration as stated in the contract. Job performance is more than satisfactory. SUPPORTED BY N. SMITH. MOTION CARRIED.

3. Operations & Budget
Adams reported on Operations & Budget Committee which met on August 22nd.
   - FY19 Contracts are due for renewal. MOTION BY D. REED to approve FY19 contract renewals. SUPPORTED BY M. JACKSON. MOTION CARRIED.
   - Fy19 Group Home lease renewals are also due for renewal. There are six homes, only South Main has increased, due to the fact that we opened six more beds at this location.
MOTION BY M. JACKSON to approve the group home lease renewals. SUPPORTED BY D. BILLS. MOTION CARRIED. The board was assured that all of these homes are fully utilized and will be needed for the coming year.

- Two revised regional policies were presented. RR-623 Confidentiality and Access to Consumer Records, and R-833 Notice of Privacy Practices and Consumer Complaints for Protected Health Information. MOTION BY N. SMITH to approve the policies RR-623 and R-833. SUPPORTED BY M. JACKSON. MOTION CARRIED.

- One policy was recommended to be rescinded – local policy B-301 Consumerism. This policy is covered by the Regional Customer Services policy. MOTION BY N. SMITH to rescind policy B-301. SUPPORTED BY D. REED. MOTION CARRIED.

- The Consumer Action Committee budget was reviewed. MOTION BY N. SMITH to approve an amount of $2,500 to cover activities and events for Consumer Action Committee. SUPPORTED BY M. JACKSON. MOTION CARRIED.

- Kathryn Szewczuk reviewed the data for July. There were 111 mental health inquiries. 13 were referred out; 4 refused service; 92 intakes were scheduled and 74 initial assessments were completed. 9 were ineligible, 64 are receiving services, 1 refused. 34% were Healthy Michigan; 66% Medicaid. Substance Abuse Disorder inquiries totaled 48, none were children. 6 were referred out, one was denied and 3 refused service. 38 were authorized for treatment. 16 Medicaid, 17 Healthy Michigan and 5 block grant. There were 32 inpatient hospitalizations in July, one was a re-admittance. 52% had Medicaid, 48% Healthy Michigan. 52% had co-occurring mental health and substance use disorders. 65% were previously unknown to us. 7 reported using the Family Medical Center and 9 did not have a primary care provider. We were able to divert 8 from the hospital; however, 19 were admitted on petition. Kathryn reported that she has reached out to ProMedica to ask why so many are being petitioned.

- Debi Andrews reported on the finance report. At the end of July we are 83% of the way through the year, with 80% of the budget expended. After the budget revisions last month most items are in alignment except the community inpatient which could come in above budget. We are showing that we are able to add $35,000 to the fund balance. Wealth management accounts continue to see market value decreasing, however, the interest earned is
compensating. **MOTION BY M. JACKSON** to approve the finance report and additional vouchers totaling $959,025.25. **SUPPORTED BY J. LAPHAM. MOTION CARRIED.**

5. **EXECUTIVE DIRECTOR’S REPORT**
   - There are some administrative changes at ProMedica, with several layoffs.
   - The autism center is closed indefinitely. Our Rights Officer has names of staff involved and will be reviewing tapes next week. Three staff have been fired, four children were involved. Since the closure this is one less service for our consumers.
   - The Care Coordinator at ProMedica who was handling hospitalization placements has resigned. The position will be replaced.
   - Livingston has overspent their budget on autism. We are also over budget on autism but can use our Healthy Michigan to cover it. The region intends to change the way they allocate funds, as well as the state is looking at how to fund autism. We are unsure of the impact as we continue to see the numbers increase.
   - Mary O’Hare surveyed the board members regarding how they would like the Town Hall to be facilitated, and what they expect from it. Tables for small groups will be set up to work on the individual agenda items. Mary will provide guidelines and an overview. It is anticipated that there will be one reporter at each table, who will each report two or three issues/facts. It is hoped that some alternative paths will be forthcoming or another movement can be championed. Mary asked board members if they would be willing to disperse so that they can better hear the concerns of the crowd. Board members plan to attend the town hall and will spread out to different tables.

6. **REPORT FROM BOARD CHAIR**
   - Vice Chair appointment. **MOTION BY M. JACKSON** to nominate Deidre Reed to the position of Vice Chair of the LCMHA board for the balance of the term. **SUPPORTED BY N. SMITH. MOTION CARRIED.**
   - Committee appointments. Board Chair Adams appointed Deidre Reed to Operations & Budget Committee and John Lapham to Retirement Committee.

7. **REPORT FROM REGIONAL BOARD**
   There was no report from the Regional Board.

8. **BOARD MEMBER COMMENTS**
There was additional discussion regarding the petition and signatures being published in the Daily Telegram. It was agreed that the second week of September would be preferable. The board directed Management to look into costs of an insert rather than full page ads. Karen was instructed to check that all board member signatures were included on the petition.

9. **ADJOURNMENT**
   Meeting adjourned at 4:55pm.

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Nathan C. Smith                     Date
Secretary