Board Meeting Minutes
March 28, 2019

Present: G. Adams; D. Bills; M. Jackson; J. Lapham; Palmer; D. Reed; N. Smith R. Tillotson, N. Wilson
Absent: J. Ackley, H. Terrill
Staff: Andrews; Cadieux; Feller; Rawlings; Schell; Szewczuk; Zadorski
Public: None

1. CALL TO ORDER
   The meeting was called to order at 3:02pm.

2. APPROVAL OF PREVIOUS MINUTES
   MOTION BY J. LAPHAM to approve previous minutes dated February 28, 2019. SUPPORTED BY D. BILLS. MOTION CARRIED.

3. PUBLIC COMMENT
   None

3. PRESENTATIONS & AWARDS
   Kelsie Cadieux and Jenni Zadorski, MI Adult Case Managers were both presented with their 5-year service awards.

4. COMMITTEE REPORTS
   A. Standing Committees
      1. Behavioral Health Access Initiative - Ad Hoc
         Amy Palmer reported on the meeting held on March 6th. Press Releases; a Letter to the Editor and an update to the Change.org website was discussed. This has since been done in order to update the community on the progress so far as we work towards an inpatient behavioral health unit in Lenawee County. We are working on a
business card that can be provided to EMS personnel for mental health resources. A feasibility study and potential grant funding in the future is in the action plan. Kathryn Szewczuk has been in communication with Public Sector Consultants regarding a proposal for a study which would focus on an inpatient unit as well as identifying some of the gaps in the community.

2. Recipient Rights Advisory Committee
Amy Palmer gave an overview of the first quarter data. Complaint numbers are higher than previous years. No serious abuse and neglect allegations were substantiated.

3. Operations & Budget
   - A new contract with Tenacious Living LLC, a community living supports provider was recommended to be added to the provider panel. **MOTION BY M. JACKSON** to approve Tenacious Living LLC to be added to the provider panel. **SUPPORTED BY N. SMITH. MOTION CARRIED.**
   - New Regional Policy #R-839 Psychotropic Medication Orders & Consents. This was previously a regional policy until it was required that the locals had their own policy. It is now a regional policy again. **MOTION BY D. REED** to approve the new Regional Policy #R-839, and rescind local policy of the same name C-402. **SUPPORTED BY M. JACKSON. MOTION CARRIED.**
   - **MOTION BY N. SMITH** to approve revised Regional Policies: R-817 Medication Administration, Storage & Other Medical Treatment; R-818 Person Centered Planning and RR-601 Consumer Appeals. **SUPPORTED BY D. BILLS. MOTION CARRIED.**
   - An invoice from CMHAM has been received for the Walk a Mile Rally and the Traveling Art Show. **MOTION BY D. REED** to approve $200 for the Walk a Mile, ad $50 for the Traveling Art Show. **SUPPORTED BY M. JACKSON. MOTION CARRIED.**

Data Report
   - In February there were 134 inquiries for mental health services. 32 were referred out, 102 intakes were scheduled. 65% of those assessed were Medicaid, 26% Healthy Michigan, 9% GF. 67 assessments were completed, 23 were found to be ineligible with 43 receiving services, 1 refused.
   - Substance Use disorder inquiries totaled 51 including one 15-year-old. 3 were referred out, 1 did not return the phone call and 1 refused, 3 were found ineligible. 43 were authorized and are receiving services, including the 15-
year old. 17 were Medicaid, 20 Healthy Michigan, and 6 block grant.

- Inpatient hospitalizations – 23 were admitted in February, 10 Medicaid, 11 Healthy Michigan and 2 GF. 52% had co-occurring mental health and substance use disorders. 57% were previously unknown to us. 5 reported the Family Medical Center as their primary care provider. 13 did not have a primary care physician. We were able to divert 5 from the hospital, 6 were admitted on petition.

- Pathways numbers are not large; however, the Smart Recovery Groups are seeing 8 – 10 attendance due to moving the drug court meetings to Pathways. The plan is to open on Tuesday nights. We will be submitting a proposal to the region for additional funding to enable Pathways to be open every night.

**Finance Report**
Debi Andrews reported that at the end of February we are 42% of the way through the year, with 35% of the budget spent. Revenue line is still realizing an increase due to a positive market value on investments. We are showing being able to contribute $107,000 to the fund balance. There are no additional vouchers today.

**MOTION BY N. SMITH** to accept the finance report.
**SUPPORTED BY M. JACKSON. MOTION CARRIED.**

**4. Personnel Committee**

- **Flexible Benefit Plan Resolution.** Debi Andrews reported that upon recommendation of the attorney the flexible benefit plan better reflects what we currently have (previously titled “Premium Only” Plan). The Resolution allows CMH to withhold employee contributions on a pre-tax basis. **MOTION BY M. JACKSON to approve the Flexible Plan Resolution. SUPPORTED BY N. SMITH. MOTION CARRIED.**

- **New Position – Assistant Program Supervisor, Adult MI.**
The MI team is the largest team, with 18 staff who work in diverse areas with their consumers. There is a need for more mentoring, training and coaching, as well as additional work with hospitalizations and the specialty courts. We intend to do some strategic planning for the future with this team. **MOTION BY N. SMITH to approve the new position of Assistant Program Supervisor, MI. SUPPORTED BY D BILLS. MOTION CARRIED.**

**5. CLOSED SESSION**
No update, closed session not required.

**6. EXECUTIVE DIRECTOR’S REPORT**
• DHHS budget hearings are underway, the Senate hearing was on March 21st with Alan Bolter presenting to the committee regarding the underfunded system. Trish Cortez (Washtenaw Director) also spoke. The House budget hearing is on April 11th.
• CON Workgroup has completed their work and made recommendations to the CON Committee. Specialty Beds was one recommendation as well as looking at who is hospitalized rather than where.
• We have had a few conversations with Hillsdale Hospital regarding their inpatient unit. This past year is the first year they have been in the black. They have a 10 bed unit, and have seen a census of 6.7 per day.
• Kathryn met with Senator Zorn yesterday in Monroe. Monroe has a serious cash flow problem as a result of the under-funding. Currently their providers are working with them on payment. A Town Hall is scheduled at the end of April in Monroe.
• Kathryn and Jackie Bradley were on “Viewpoint” on WLEN earlier this month, they discussed the work of the Behavioral Health Access Initiative, Collective Impact Work being done in the community, and the race.
• An infographic was distributed from CMHA.

7. REPORT FROM BOARD CHAIR
• Nominating Committee – Mark Jackson will meet with nominating committee prior to the next board meeting.
• Committee Assignments – Karen to add Nic Wilson to BHAi Ad Hoc Committee.
• Board Member Appointments – MOTION BY D. REED to reappoint members Bills; Jackson and Smith for three more years. SUPPORTED BY A. PALMER. MOTION CARRIED. There was discussion about the open board position.
• Race Update. Adrian Elementary Schools started registrations and running prep. The YMCA starts next week. Tecumseh Lacrosse Team will be participating as well as Madison Girls on the Run and many more. 100 registrations on line so far. Greg Adams noted his appreciation of the help provided by Karen Rawlings on race preparation.

8. REPORT FROM REGIONAL BOARD
The evaluation of the Director was found to be unsatisfactory. The contract was extended for six months with a Corrective Action Plan due within 30 days, and a review at three months. The four Directors will continue to support the region moving forward.

9. BOARD MEMBER COMMENTS
None.
10. **ADJOURNMENT**

Meeting adjourned at 4:21pm.

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Nathan C. Smith
Secretary

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Date