Operations & Budget Committee Meeting  
(acting on behalf of the Board for November)  
Minutes  
November 20, 2019  
3:06pm

Present: Adams, Bills, Palmer, Reed, Smith  
Staff: Andrews, Rawlings, Schell, Szewczuk

Meeting called to order at 3:02pm.

1. Previous Minutes - board meeting 10.31.19. MOTION BY N. SMITH to approve board meeting minutes dated 10.31.19. SUPPORTED BY D. BILLS. MOTION CARRIED.

2. Policies
   a. New CMH Policy #A-226 - Agency Vehicles & Staff Usage  
      MOTION BY A. PALMER to approve new policy #A-226 Agency Vehicles & Usage. SUPPORTED BY D. REED. MOTION CARRIED.

3. Contracts
   a. Snow Removal Bids  
      Nine companies were contacted, with three responses. MOTION BY N. SMITH to approve Thomas Custom Builders for snow removal services for the term of December 2019 - April 2020 for College Ave, Riverside Ave, Marvin Drive, Green Hwy, and Mohawk. SUPPORTED BY D. BILLS. MOTION CARRIED.
   
      b. Lease Vehicles  
      We have two vehicles with lease expirations on November 29, 2019. MOTION BY D. REED to lease three (3) Chevrolet Trax and one (1) Chevrolet Equinox with 45,000 miles at the current quoted price or lower. SUPPORTED BY N. SMITH. MOTION CARRIED.
   
      c. Tipton Bathroom  
      The bathroom remodel at Russell Road is complete. The same remodel is needed at the Tipton home. Two bids were received. MOTION BY D. BILLS to accept the bid of $24,216 from All Around Construction. SUPPORTED BY A. PALMER. MOTION CARRIED.

4. Data Report
Kathryn reported that in October there were 150 mental health inquiries. 35 were referred out, 112 intakes were scheduled. 3 refused services and 74 initial assessments were completed. 14 were found ineligible with 59 eligible and receiving services. 1 refused. 46% Healthy Michigan, 53% Medicaid, 2 GF.

Substance use disorder inquiries in October totaled 82, which is the highest number since we took over managing the funding. 6 were referred out, 4 refused and 3 did not return the call. 69 were authorized and are receiving services. 23 Medicaid, 36 Healthy Michigan, 10 block grant.

Inpatient Hospitalizations – 20 were admitted to hospitals in October, one was a re-admit. 5 were children. 53% were Medicaid, 37% Healthy Michigan and 2 GF (one was a child). 53% had co-occurring mental health and substance use disorders, 74% were previously unknown to us. 3 reported the Family Medical Center as their primary care provider and 7 did not have a family physician. We were able to divert 8 from the hospital. 8 were admitted on petition and there was one no-show for follow up appointment.

5. Finance Report
Debi Andrews reported that at the end of October we are 7% spent at 8% of the way through the year. Our Old National Wealth Management advisor is working on reinvesting the money market funds.

MOTION BY A. PALMER to approve the finance report and vouchers totaling $1,216,075.47. SUPPORTED BY N. SMITH. MOTION CARRIED.

We will be working on setting up a separate account for the E-Race the Stigma money.

6. Recommendations from Personnel Committee
Renewal rates for health insurance are increased by 6% for 2020. 80% of current employees do not reach their deductible, therefore the deductible was raised to lower the cost for employees who take the Simply Blue PPO. A third option (Blue Care Network HOM) has been added for increased choice, which is also a lower cost option. MOTION BY N. SMITH to adopt the three plans for employees. SUPPORTED BY D. REED. MOTION CARRIED. Current buy-out options for employees were discussed, and ways to incentivize employees to take the buy-out as a cost saving for CMH. MOTION BY A. PALMER to double the buy-out rate options, if we can increase the numbers participating by three. SUPPORTED BY N.
SMITH. MOTION CARRIED. A potential salary study with Insight Resource Management was tabled for more information to be gathered. A recommendation for a COLA will be presented to the full board in December.

7. Executive Director Report
   • Kathryn attended the Director’s Forum this month. A system redesign is coming. The PIHP Directors attended a House of Representatives, Health & Human Services Appropriations Committee presentation looking at the Arizona, Arkansas and New York models.
   • The region continues to monitor money being received – particularly the HAB waiver, as we are not getting payments.
   • The SUD Clinical Director attended the Prevention Coalition meeting and stayed to learn about the collective impact work that is happening in the community around ACES and Resilience.
   • We continue to hold training events in the community – with a Mental Health First Aid Training and a safeTALK training held this month.
   • Kathryn met with the Dominican Sisters to provide training on suicide awareness and prevention. She had an opportunity to talk with the leader of their Resilient Community Group about the work CMH is doing with the community.
   • Audits
     o HAB Waiver – there were a few findings that we are easily able to resolve
     o Finance Audit – a scheduled two-day audit was completed successfully in one day

8. Board Chair Report
   We have received a “thank you” letter from Share the Warmth, for our donation to the golf outing fundraiser.
   There is an e-Race the Stigma race meeting on December 10th.

Meeting adjourned at 4:15pm.