



Lenawee Community Mental Health Authority

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Board Meeting Minutes

September 28, 2023

Present: A. Palmer; N. Wilson; N. Eaton Gordon; E. Starlin; J. Ackley; J. Goetz; T. Kelly; N. Smith; R. Tillotson; D. Reed; H. Terrill

Absent: D. Stimpson

Staff: K. Szewczuk; T. Gerdeman; J. Bradley; B. Briggs

1. CALL TO ORDER

The meeting was called to order at 3:00pm by Amy Palmer, Board Chair.

2. PREVIOUS MINUTES

MOTION BY N. SMITH to approve previous minutes dated August 31, 2023. **SUPPORTED BY J. GOETZ. MOTION CARRIED.**

3. PUBLIC COMMENT

None

4. COMMITTEE REPORTS

a. Consumer Action Committee

In person training will be in November in Ann Arbor. We had 12 consumers go to Walk-A-Mile in Lansing. There are 3 open positions.

b. Recipient Rights Advisory Committee

Met on September 19th. Recipient Rights assessment by the State Rights Office went very well, Lenawee is in full compliance. Kathryn acknowledged Stephen's and the Regional Right's Departments' great work. Stephen did a brief training on the Behavioral Treatment Policy.

c. Operations & Budget Committee

i. Contracts

Several contracts that are annual that need to be renewed.

MOTION BY N. SMITH to approve the proposed contract renewals. **SUPPORTED BY R. TILLOTSON. MOTION CARRIED.**

ii. Policies

- a. **Policy #614 Work Performed By Recipients**
- b. **Policy #613 Services Suited To Condition**
- c. **Policy #625 Right to Entertainment Materials, Information, and News**
- d. **Policy #612 Report and Review of Recipient Death**
- e. **Policy #618 Religious Freedom and Treatment by Spiritual Means**
- f. **Policy #609 Recipient Payment for Damage to Property**
- g. **Policy #626 Physical Management and Restraint**
- h. **Policy #616 Personal Property and Funds**
- i. **Policy #607 Office of Recipient Rights**
- j. **Policy #611 Non-Discrimination in Provision of Service**
- k. **Policy #610 Limitation of Rights**
- l. **Policy #615 Freedom of Movement**
- m. **Policy #620 Fingerprints, Photographs Recordings or Use of 1-Way Glass**
- n. **Policy #622 Family Planning**
- o. **Policy #617 Dignity and Respect**
- p. **Policy #619 Consent to Treatment and Services**
- q. **Policy #624 Communication by Mail, Telephone, and Visits**
- r. **Policy #621 Abuse and Neglect**

MOTION BY N. SMITH to approve the proposed policy revisions. **SUPPORTED BY N. EATON GORDON. MOTION CARRIED.**

iii. Data Report

Kathryn reported that in August we had 120 mental health inquiries. 18 were initially referred out, 1 declined, 1 no return call. 100 intakes were scheduled, 2 declined or had no need. 68 initial assessments were completed with 15 found to be ineligible, 51 eligible and receiving services, and 2 declined services. 61% Medicaid, 33% Healthy Michigan, 6% (3) General Fund.

Substance use disorder inquiries in August totaled 34, 1 was referred out with benefits, 1 was inquiring about court ordered assessment, 5 declined or had no need. 27 were authorized. 15 Healthy Michigan, 12 Medicaid.

Inpatient Hospitalizations – there were a total of 35 admitted to hospital in August, several were readmits. 60% Medicaid, 34% Healthy Michigan, 6% (2) GF. 40% had co-occurring mental health and substance use disorders. 57% were previously unknown to us. 5 reported the Family Medical Center as their primary health care provider, 16 with no primary healthcare provider. We were able to divert 5. 27 went in on petition. 2 no show for a follow up appointment.

iv. Finance Report

We are 92% through the fiscal year, at 75% spent, 17% under budget. We are under budget in all categories. At this time, we are showing being able to contribute around \$425,000 to the fund balance, an increase from July. Both investment accounts saw an increase. The report includes the investment account withdrawal for the property purchase.

MOTION BY N. EATON GORDON to approve the finance report and voucher lists. **SUPPORTED BY D. REED. MOTION CARRIED**

v. FY24 Budget

Taylor Gerdeman reviewed the budget for FY24 and explained changes. Going forward, finance information will be presented a month later.

MOTION BY N. SMITH to approve the proposed budget. **SUPPORTED BY N. WILSON. MOTION CARRIED**

PERSONNEL COMMITTEE

a. Insurance

Insurance rates will be increasing for the next year. Vision coverage can be locked into a 2 year rate.

MOTION BY J GOETZ to approve the 2 year rate for vision coverage **SUPPORTED BY N. EATON GORDON. MOTION CARRIED.**

b. COLA

Leadership has proposed a 6% COLA increase for employees. Personnel has voted to approve, and the increase is already accounted for in the FY24 budget.

GF CONTRACT

Amendment to the FY23 contract to update terms and definitions.

The FY24 contract was presented, the amount for FY24 is the same as FY23.

MOTION BY N. SMITH to approve the FY23 Amendments. **SUPPORTED BY J. ACKLEY. MOTION CARRIED.**

MOTION BY D. REED to support the FY24 GF Contract. **SUPPORTED BY H. TERRILL.**
MOTION CARRIED.

CBH GRANTS

Comprehensive behavioral health grant for FY24 including a grant for Drop In and Hispanic support, juvenile justice, and OBRA grant.

MOTION BY N. SMITH to approve the CBH grants for FY24. **SUPPORTED BY J. ACKLEY.**
MOTION CARRIED.

EXECUTIVE DIRECTOR'S REPORT

- A check sent to a provider was intercepted, and two copies were made and cashed. Finance department caught the fraudulent check immediately, and we will be getting the money back.
- We had the first of two staff meeting, which went very well, with great staff participation. The second meeting is scheduled for October 6th.
- Judy, Nate, Deidre and Kathryn are going to the Fall Conference in Traverse City. Let Taylor know if you would like to attend.
- There is a new eRace billboard up in Adrian.
- Kathryn reported on recent concerns with Judge Sala. Our attorney is involved.

REPORT FROM BOARD CHAIR

- None

REPORT FROM REGIONAL BOARD

The Regional finance department discussed the implications of low Medicaid numbers.

BOARD MEMBER COMMENTS

None

ADJOURNMENT

The meeting was adjourned at 3:44pm.

D. Reed

Secretary

Date