**Lenawee Community Mental Health Authority**

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**Operation and Budget Meeting Minutes**

**\*Operations and Budget will be acting on behalf of the Board in December\***

**December 20, 2023**

**Present:** A. Palmer; N. Eaton Gordon; J Goetz; N. Smith; D. Reed;

**Absent:** N. Wilson

**Staff:** K. Szewczuk; B. Briggs; H. Owen; T. Gerdeman

1. ***CALL TO ORDER***

The meeting was called to order at 3:02pm by Nate Smith, Committee Chair

1. ***PREVIOUS MINUTES***

**MOTION BY N. EATON GORDON** to approve previous minutes dated November 30, 2023**. SUPPORTED BY D. REED. MOTION CARRIED.**

1. ***PUBLIC COMMENT***

None

***COMMITTEE REPORTS***

**b. Operations & Budget Committee**

1. **Flooring Estimates**

Four sites need new flooring.

**MOTION BY N. EATON GORDON** to approve the flooring estimate for Green highway. **SUPPORTED BY A. PALMER MOTION CARRIED**.

**MOTION BY N. EATON GORDON** to approve the flooring estimate for Mohawk Drive. **SUPPORTED BY A. PALMER. MOTION CARRIED**

**MOTION BY N. EATON GORDON** to approve the flooring estimate for Oakwood Rd. **SUPPORTED BY D. REED. MOTION CARRIED.**

**MOTION BY N. SMITH** toapprove the flooring estimate for College Ave. **SUPPORTED BY D. REED. MOTION CARRIED.**

***Data Report***

Kathryn reported that in November we had 107 mental health inquiries. 26 were initially referred out, 4 declined. 75 intakes were scheduled, 2 did not return phone call. 59 initial assessments were completed with 11 found to be ineligible, 48 eligible and receiving services, and 0 declined services. 75% Medicaid, 19% Healthy Michigan, 6% (3) General Fund/spenddown.

Substance use disorder inquiries in November totaled 31, 3 declined or had no need. 28 were authorized. 16 Healthy Michigan, 11 Medicaid, 1 grant/spenddown.

Inpatient Hospitalizations – there were a total of 24 admitted to hospital in November. 46% Medicaid, 42% Healthy Michigan, 13% (3) General Fund. 50% had co-occurring mental health and substance use disorders. 50% were previously unknown to us. 3 reported the Family Medical Center as their primary health care provider, 11 with no primary healthcare provider. We were able to divert 6. 11 went in on petition. 1 no show for a follow up appointment. 2 people left emergency room against medical advice.

***Finance Report***

As of October we are 8% completed at 7% spent. At this time, we are showing being able to contribute around $37,000 to the fund balance. GF Investment account saw a decrease, Hendershot Fund saw an increase from FMC returning payment from October, but decreased overall.

**MOTION BY A. PALMER** to approve the finance and accounts payable report. **SUPPORTED BY D. REED. MOTION CARRIED.**

1. **Personnel Committee**

We currently have an HR Generalist position, which is recommended to be updated to an HR Manager position. HR position has expanded and now requires someone with more training and experience. There has also been an update to the salary range.

**MOTION BY A. PALMER** to approve the new HR Manager job description. **SUPPORTED BY D. REED. MOTION CARRIED**

Proposing rescinding the Mandatory Vaccination Policy. Instead of a mandate, staff will now turn in proof of their vaccination if they choose to get it, but also have the option to fill out a declination form. Staff will still be encouraged to receive vaccines.

**MOTION BY D. REED** to approve rescinding the Mandatory Vaccination Policy to go into effect January 31st. **SUPPORTED BY A. PALMER. MOTION CARRIED.**

1. **Recipient Rights Advisory Committee**

Kathryn reported on the Recipient Rights Committee. The committee reviewed the ORR annual report and received training on the Psychotropic Medication Orders & Consents policy. The committee recommending accepting the Annual report, accomplished and desired outcomes, and recommended continuing to support and fund the Rights Office at its current level

**MOTION BY A PALMER** to accept the FY23 Annual Report and the accomplished and desired outcomes. **SUPPORTED BY D. REED. MOTION CARRIED.**

**MOTION BY N. EATON GORDON** to approve the continuation of support and funding the LCMHA Right’s Office at its current level. **SUPPORTED BY D. REED. MOTION CARRIED.**

***EXECUTIVE DIRECTOR’S REPORT***

* DHHS meeting on Community Reintegration Homes. Each home will have 1 bed for youth as a step down from a hospital or CCI
* State has launched crisis residential beds for youth and adults (ICTS + PRFT). It is unclear how many beds are available. We are requesting for an adult consumer.
* Still in DHHS waiver audit.
* After 7 years the State decided to settle a lawsuit without including Washtenaw County or the PIHP. More information to come.
* Regional SUD audit. Kathryn will be sitting down with the director.
* Met with Judge Sala, jail, Promedica. No new changes. Kathryn is meeting with Captain Casey tomorrow.
* Restarting meetings for sublocade in the jail.

***REPORT FROM BOARD CHAIR***

No report

***REPORT FROM REGIONAL BOARD***

Review quality assessment and performance improvement. Went into closed session to discuss the lawsuit.

***BOARD MEMBER COMMENTS***

Happy holidays!

***ADJOURNMENT***

The meeting was adjourned at 3:38pm.

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D. Reed Date

Secretary