

ST. CLAIR COUNTY COMMUNITY MENTAL HEALTH AUTHORITY
3111 Electric Avenue
Port Huron, Michigan 48060

GROUP MEETING: SCC Community Mental Health Board
SUBJECT: Regular Meeting
PLACE: St. Clair County Community Mental Health
3111 Electric Avenue, Port Huron
DATE: January 16, 2018
TIME: 6:00 p.m.
PRESIDING: Edwin J. Priemer, Chairman

PRESENT: L. Ames, J. Bligh, J. Jowett-Lee, E. Priemer, E. Rieves, M. Serafin, N. Thomson, S. White
CALL IN: No one
ABSENT: S. Armstrong, V. Lock, Two Board Vacancies
ALSO PRESENT: Guest(s): Kathy Baker, BWDH; Renae Kiehler, Innovative Housing; Herb Wendt, IMPACT
Staff: T. Pingitore, K. Farr, K. Gallagher, M. Measel-Morris, L. Gauthier

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chairman Priemer. Chairman Priemer welcomed everyone to the first Board meeting of 2018. He stated that he believes this will be a fruitful and interesting year!

II. CITIZENS WISHING TO ADDRESS THE BOARD - None

III. AGENDA CHANGES – None

IV. PRESENTATION OF PREVIOUS MEETING MINUTES

It was moved by Mr. Rieves, seconded by Ms. Jowett-Lee, to approve the minutes of the December 19, 2017 CMH Board Meeting, as presented. **MOTION CARRIED**

V. PRESENTATION OF DECEMBER RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

It was moved by Ms. Jowett-Lee, seconded by Ms. Ames, to approve the December Receipts / Disbursements and Electronic Transfers, as presented. **MOTION CARRIED**

VI. PRESENTATION OF BILLS TO BE PAID

It was moved by Ms. Jowett-Lee, seconded by Mr. Rieves, to approve the Bills to be Paid in the amount of \$2,855,462.65, as presented. **MOTION CARRIED**

It was noted that the Bills to be Paid were late in getting posted. Ms. Farr stated that this was due to Martin Luther King Day in which we were closed. Any Board member having questions regarding the bills was asked to contact Ms. Farr.

VII. ITEMS FOR ACTION

A. Healthsource Saginaw Contract – M. Measel-Morris

At the last Board meeting this contract was delayed to a future meeting pending receiving additional contract information. Ms. Measel-Morris stated that this information has now been received. We have been using Healthsource Saginaw for inpatient psychiatric services for both children and adults in the past but on a single use basis; with the number of individuals being referred it was felt that a formal contract was needed. The rate is a negotiated regional rate of \$820 per day. Ms. Measel-Morris stated that it is our standard hospital inpatient contract with a few technical process changes. The changes are in regards to discharge, enrollment and disenrollment which is now completed online using CHAMPS. There is also a new process to assist patients with their Medicaid application electronically.

Ms. Serafin questioned not receiving the full contract to see the changes that were made versus just receiving them verbally. It was explained that the full standard contract language is typically provided at the beginning of the fiscal year. Generally, any changes made thereafter to the standard language are just presented verbally along with the cover, signature and rate pages. In the future, it was requested that the full contract (if it is under 20 pages) be presented with track changes or strike through... something to highlight the changes; if the contract is larger than just the pages with the changes will be presented.

It was moved by moved by Mr. Rieves, seconded by Ms. Jowett-Lee, to approve the Healthsource Saginaw Contract for Inpatient Psychiatric Services for the period of January 16, 2018 through September 30, 2018, as presented. **MOTION CARRIED**

B. Contract Amendments – K. Farr

1. Specialized Residential:
 - a. Blue Water Developmental Housing
 - b. IMPACT
 - c. Innovative Housing
2. Supported Living Arrangement:
 - a. Blue Water Developmental Housing
 - b. IMPACT

Ms. Farr overviewed the handout detailing the language changes that are being made to the Residential and Supported Living Arrangement contracts. These changes have been reviewed and approved with each of the Contract Providers.

Changes include: 1) Administration costs reimbursed to Contractor will be capped at 15% of the total Medicaid-allowable cost of services provided; and, 2) Staffing schedule, staffing expectations and sanctions that may occur.

In addition, terms strengthened in the contract for residential group homes include: 1) Dispute Resolution Process *will* be enforced; 2) Contract *must* accept emergency placements within three hours of request as long as the case holder provides the appropriate documentation to meet licensing requirements; 3) Contractor *must* implement Person-Centered Plans as written and adhere to clinical direction from SCCCMH's treatment team; and, 4) Each home's Crisis Response Protocols must include each individual's clinician/case holder as the first contact for treatment-oriented crisis.

For both Residential and Supported Living Arrangement the terms in the contract that were strengthened include: 1) Contractor creating opportunities for CMH staff to conduct clinicals in the home at a minimum of one per month and that clinical staff will conduct frequent and unplanned face-to-face visits to monitor services provided and to offer clinical support; 2) Ensure appropriate training and training documentation occurs, the Contractor must submit the IPOS signature sheet which is to be reviewed and signed prior to the new staff starting with their first shift. The documentation must be submitted to the appropriate case holder within 48 hours their first shift; and, 3) Contractor must ensure appropriate staffing in the event a staff person calls in, no show, quits or is terminated.

Ms. Farr noted that the staffing schedule will be completed for each home. It will include the calculated rates for each individual within the home that is included at the bottom of the staffing schedule. If the staffing schedule should change, the change will just be included in the contract and with no contract amendment required, unless it is a significant cost. Once attached to the contract, the schedules will be provided to the Contractor as well as the case holder.

In addition to the contract language issues, also being amended are the rates for residential projected costs. This was delayed from October due to the staffing schedules. The new rates will be implemented in February for the new services that occurred in January. A lump sum payment will be paid retroactive back to October 1, 2017. Our electronic case record system (OASIS) has been modified to automatically retroactively apply the rates (with limited manual manipulation) which will allow the lump sum payment to the provider and allow service data to go into the State at the correct new rates. The revised rates were based on the FY 18 expenditures provided by the Provider for each home and each individual's needs within that home. An assessment is conducted to determine the appropriate level of care which dictates the staffing cost. Also included is the direct care worker rate increase (50¢). Ms. Farr stated that the impact to our budget is \$535,000 greater than our original projected budget. The additional funding that we are receiving from the PIHP (Direct Care Worker) is \$454,000; leaving a net increase in expenditure of \$99,000. At this time Ms. Farr stated that she has no concerns with the budget. Another assessment will be conducted in six months to determine how close we are with our projections and if a variance needs to be requested of Region 10.

It was moved by Ms. Thomson, seconded by Mr. Jowett-Lee, to approve the Contract Amendments for the Specialized Residential System (Blue Water Developmental Housing, IMPACT, Innovative Housing), as presented. **MOTION CARRIED**

It was moved by Ms. Thomson, seconded by Ms. Ames, to approve the Contract Amendments with regards to Supported Living Arrangements with Blue Water Developmental Housing and IMPACT, as presented. **MOTION CARRIED**

C. **Community Enterprises of St. Clair County Direct Care Wage Rate Increase**

Ms. Farr stated that we requested information from all the providers that use the 12 specific service codes defined for Direct Care Workers. The only provider in which the rate increase would be over \$50,000 was Community Enterprises of St. Clair County. The increase in expenditures associated with the Direct Care Worker is \$52,555.00 and that cost is included in the request for funding from Region 10 which was approved. The net impact to our budget for this cost is zero.

It was moved by Ms. Thomson, seconded by Ms. Ames, to approve the Community Enterprises of St. Clair County Direct Care Wage Rate Increase, as presented. **MOTION CARRIED**

VIII. INFORMATIONAL ITEMS

A. Finance – K. Farr

1. November 2017 Funding Bucket Report

New to the Funding Bucket Report is the Funding Legend. This explains the types of funding sources and how they can be utilized... what they can and can't be used for as well as if they can cross funding sources.

Medicaid: There is a surplus of \$118,747. Total Year-to-Date expenditures are running under budget in the amount of \$187,000 in total due to lapse vacant positions and external provided service costs; will continue to monitor and adjust as needed. Medicaid Revenue includes the Year-to-Date allocation for the Direct Care Worker increase which was not included in the original budget and neither were the expenses. Currently the revenue includes this amount but the expenses do not because it will not be rolled out to the system until sometime this month.

Healthy Michigan Plan: Expenditures are running approximately \$95,000 under budget. Hospitals Healthy Michigan Plans are running approximately \$28,500 over budget.

Autism: Services related to expansion are still slow due to issues with the provider that are being addressed. The revenues are now coming in with the Medicaid capitated payments and we are currently running a surplus just under \$46,000.

General Fund: We are running a surplus and are able to cover the deficits of the SED and Children's Waiver should they occur.

Local & Other Revenues are running close to budget with no concerns.

Ms. Farr stated that overall she has no concerns with the budget (it is early in the fiscal year) and will continue to monitor the impact of the Direct Care Worker Wage Increase once it has been rolled out.

2. Doors Will Close on Mental Health Programs – WZZM News

Provided to the Board, and overviewed by Ms. Farr, was a copy of an article from WZZM News of Grand Rapids addressing the mental health programs that will be closing within Network 180, the mental health care authority in Kent County, due to significant cuts within their budget. Ms. Farr stated that this is a result of some Medicaid recipients unknowingly being switched from Disabled Aged Blind (DAB) to Healthy Michigan. The reimbursement being received from Healthy Michigan is about 80% less than DAB. This resulted in a loss of \$9.7 million for Network 180.

Ms. Farr stated that this has not adversely affected St. Clair CMH or Region 10 at this point. Region 10 has requested that each CMH within its Region monitor how services for these individuals are being classified and that it is occurring correctly. She stated that we are able to monitor those individuals coming in for services but not for those that are unseen. Chairman

Priemer asked if we knew how many DAB individuals are within the County. Ms. Farr replied no, but Region 10 may receive the data for each county within its Region.

Ms. Ames questioned why individuals are put into categories when the funding comes from the State. Ms. Farr replied that it is based on the level of need which dictates a higher rate of reimbursement. Ms. Gallagher stated that Medicaid is Federal funds and Michigan decided to participate in Medicaid Expansion and the thought behind that is much like the Market Place. The hope is a lot of healthy people sign up and their level of need is small and doesn't cost much. Those individuals in the DAB classification upon renewal may have classified for Healthy Michigan first and were automatically enrolled without researching further to see if additional services were needed which would take them into DAB.

B. St. Clair Operations Update – K. Gallagher

1. Children's Residential Block Grant

The Children's Residential Block Grant came out January 3rd with a quick turnaround time. The proposal is for \$50,000 this fiscal year and \$100,000 next fiscal year for start-up costs for a Children's Crisis Residential Home. St. Clair CMH once operated a Children's Crisis Residential Home but was closed (7-8 years ago) due to licensing regulations as we could not safely manage some children with challenging behaviors. In the last couple of years there have been children in the emergency room waiting 5-6 days for a psychiatric bed because we have such a shortage.

We had seven days to submit our letter of intent in which we did. Our proposal for the next level needs to be submitted by Monday, January 22nd. There has been some talk about changing the rules. Ms. Fogarty, Children's Services Director, is on a state-level committee that has been addressing these regulations over the past year; however, she was not hopeful that something will occur by April when this is issued.

2. Weekly Notes for CLS and Respite

As a follow up to the discussion at the last Board meeting, Ms. Gallagher advised the Board that this was talked about at the last Management Team Meeting. Ms. Measel-Morris and Ms. Gallagher are going to work on enrolling providers in OASIS so there will be more detailed weekly notes and more accountability.

C. Policies Currently Out for Review – M. Measel-Morris

There are three policies that are currently out for public review that are classified as Board policies. They are: Purchasing Equipment and Services with Cost Greater than \$5,000; Compensated Absences Reserves; and, Charitable Fund Accounts. There are no recommended changes from staff. Board members having feedback may contact Ms. Measel-Morris.

D. Region 10 Update – E. Priemer

1. Region 10 Board Meeting (12-15-17)

Chairman Priemer stated that the Region 10 Board will be meeting this Friday, January 19th at which time these minutes will be acted upon. The main thing of significance is that Region 10 has hired a Chief Financial Officer, his name is Mr. Tom Butler. Also an evaluation was

completed on the Executive Director, Mr. Jim Johnson, and he received a favorable review and it was recommended that his contract be renewed.

E. Community Education / Public Relations – T. Pingitore

Presented was the Community Education/Public Relations report covering the period of December 2017. The report covers paid and unpaid media coverage, social media outreach, Casual for a Cause donations/recipients as well as upcoming events for the month of January.

F. Community Mental Health Association (CMHA) Business – T. Pingitore

1. FridayFacts

Noted was the resignation of Dr. Sprague as the CEO of Lapeer CMH. Mr. Lauren Emmons has been named as interim CEO as well as the COO. Lapeer also has a new Medical Director, Dr. Christine Cucchi. Also was the announcement of an NPR investigation finding that there's little recognition of a group that is most at risk of sexual harassment and sexual assault: adults with intellectual disabilities. Radio stories began airing Monday, January 8th and will run through January 18th. Printed stories are also available on line. Also the Opioid Bill was signed into law. New legislation went into effect that requires doctors to use the Michigan Automated Prescription System (MAPS) prior to prescribing Opioids for new patients and provides sanctions for failure to do so. The Trump Administration released guidelines for states to create the first-ever work requirements for Medicaid recipients. CMS outlined policy guidance for implementing Medicaid work requirements. Approximately 10 states have requested a Medicaid waiver to allow such to happen.

2. Winter Conference (02/05-07/18)

The recently released Winter Conference brochure has been made available for Board member review. If you are or are not planning to attend the Winter Conference to be held in Kalamazoo February 5-7, 2018 please let Lori know this evening. At this point, no Board member has indicated that they will be attending.

IX. DIRECTOR'S REPORT – T. Pingitore

A. In the Know Newsletter (December 2017)

This is the newsletter that is shared with staff and contract agencies on a monthly basis in an effort to keep them informed of current events.

B. Rights Champion Newsletter (January 2018)

This newsletter is issued by the Rights Office. It provides information about the Rights Champion Awards Program as well as information about the recent Annual Report that was submitted to the State.

X. Board Forum – E. Priemer

A. Advisory Council Meeting Minutes (12/28/17)

These were unavailable for dissemination this evening and will be available at the next meeting.

B. Annual Awards Recognition:

1. Committee Appointments

Chairman Priemer requested the following Board members once again serve as members to the Annual Awards Recognition Committee: Ms. Julie Jowett-Lee, Mr. Ed Rieves and Ms. Martha Serafin. The Committee will meet prior to the next Board meeting (February 20) at 5:15 pm.

2. Writing Contest Judges

Judges are needed to review this year's Middle School Writing contest submittals. The theme for this year's Annual Awards Recognition is "Leading Happy and Healthy Lives by Design." Board members interested in being a judge were asked to contact Mr. Mark Hutchinson by Monday, January 22nd.

XI. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

Ms. Jowett-Lee acknowledged the work of the Mobile Crisis Unit. She stated that prior to Christmas and follow up after there was a student who was in crisis...suicidal and agitated. The Mobile Crisis Unit was called and they came out right away, they were so good with the individual and with their ongoing support.

XII. ADJOURNMENT

It was moved by Ms. Thomson, seconded by Mr. Rieves, to adjourn. **MOTION CARRIED.** With no further business to discuss, the meeting was adjourned at 7:05 pm.

Respectfully submitted,

Lori Ballor-Gauthier
Recording Secretary