

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: SCCCMH South: Marine City
135 Broadway, Marine City
DATE: July 10, 2018
TIME: 6:00 p.m.
PRESIDING: Edwin J. Priemer, Chairman

PRESENT: L. Ames, S. Armstrong (left at 6:35 pm), J. Bligh, J. Jowett-Lee, M. Paulus, E. Priemer, E. Rieves, M. Serafin (left at 6:45 pm), M. Smith, N. Thomson
CALL IN: No one
ABSENT: S. White, One Board Vacancy
ALSO PRESENT: Guest(s): R. Kiehler, IHC
Staff: Admin: D. Johnson, T Pingitore, K. Farr, K. Gallagher, M. Measel-Morris, M. George, L. Gauthier, Marine City: J. Marocco, A. Gottler

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chairman Priemer.

II. CITIZENS WISHING TO ADDRESS THE BOARD – None

III. SPECIAL PRESENTATION: SCCCMH SOUTH PROGRAM OVERVIEW

Chairman Priemer thanked Mr. Marocco, SCCCMH South Supervisor, for hosting tonight's Board Meeting and providing a tour of the facility. Ms. Gallagher introduced Mr. Marocco stating that he has been an employee of the Agency over 13 years and at Marine City office for the past 2 years.

Mr. Marocco overviewed the 22 staff that work out of the Marine City office. He provided an overview of the programs provided noting that many of the programs available at the Port Huron office are also provided here in Marine City. Over the past year services have been provided to approximately 557 individuals. A question was raised regarding transportation. Mr. Marocco replied that transportation services are provided; in addition, they are also on the bus line which goes by twice daily.

IV. AGENDA CHANGES – None

V. PRESENTATION OF PREVIOUS MEETING MINUTES

It was moved by Mr. Rieves, seconded by Ms. Jowett-Lee, to approve the minutes of the June 5, 2018 CMH Board Meeting, as presented. **MOTION CARRIED**

VI. PRESENTATION OF JUNE RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

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

VII. PRESENTATION OF BILLS TO BE PAID

It was moved by Mr. Smith, seconded by Ms. Thomson, to approve the Bills to be Paid in the amount of \$5,011,028.86, as presented. **MOTION CARRIED**

VIII. ITEMS FOR ACTION

A. Behavioral Health Center of Michigan – Inpatient Psychiatric Services Contract

Presented by Ms. Measel-Morris was the renewal of the Behavioral Health Center of Michigan Inpatient Psychiatric Services Contract. The only change is that the rates have increased from \$605 to \$650 effective as of May 22, 2018.

It was moved by Ms. Serafin, seconded by Ms. Bligh, to approve the Behavioral Health Center of Michigan Inpatient Psychiatric Services Contract effective May 22, 2018 to May 21, 2020, as presented. **MOTION CARRIED**

B. Region 10 PIHP/SCCCMHA Medicaid Contract Amendment #4

Ms. Pingitore provided an overview of the changes in the contract that modify the boilerplate language which include: HCBS Transition Implementation, Compliance with 42 CFR 438 State Responsibilities; Program Integrity; IMD Services; Recovery Policy; CMH Organizational Structure/Administrative Personnel; Uniform Data and Information; Michigan Fidelity Assistance Support Team; and, Third Party Resource Requirements. Attachments to the contract were also modified in the areas of: CMH Delegation Agreement; CMH Staffing Lease Agreement; Standards for Behavior Treatment Plan Review Committee; Person-Centered Planning Policy; Customer Services Standards; Credentialing and Re-Credentialing Process; CMH Reporting Requirements and the Compliance Examination Guidelines.

This contract amendment has been routed to the appropriate staff for review; approval is recommended. Changes to our policies will need to be made.

It was moved by Mr. Rieves, seconded by Mr. Jowett-Lee, to approve the Region 10 PIHP/SCCCMHA Medicaid Contract Amendment #4, as presented. **MOTION CARRIED**

IX. INFORMATIONAL ITEMS

A. Recipient Rights Advisory Committee Report – M. George

1. June 12, 2018 Meeting Report

The Recipient Rights Advisory Committee met on June 12 and reviewed the following:

Complaint Data Aggregate Report: During the period of March 1 through May 31, 2018 the Recipient Rights Office reviewed 28 new complaints consisting of 34 allegations and completed 18 previously pending complaints.

Parent/Guardian Monitoring Program: Annually a questionnaire is sent out to parents/guardians of recipients residing in specialized licensed residential setting soliciting their feedback in areas such as food served, environment, transportation, etc. This year a total of 151 questionnaires were mailed out and 83 were returned (52 included hand-written comments and 2 comments required follow up). The comments and questionnaire results are shared with each of the providers.

RRAC FY2018 Goal Review: Currently there are three goals that are being worked on: 1) To attend clinical meetings at each in-county group home. We are there to observe only; this is a monitoring function. 2) Attend the Contract Agency Directors' Meetings to discuss trends in the rights protection system and trainings. 3) Develop a state-wide registry to capture data to substantiated allegations of Abuse I & II and Neglect I & II. This is ongoing; Ms. Lisa Morse is working on a proposal for the CMH Association of Michigan's Legislation and Policy Committee to get this going. This registry would help identify individuals seeking employment in another county as having an allegation on record.

Rights Champion Awards Program: Each "Rights Champion" award recipient is recognized in the "Rights Champion" newsletter; they receive a tumbler filled with goodies, a certificate of recognition, a gift certificate to the Sail In Café & Convenience Store and are eligible for the 2018 individual/team of the year.

Rights Champion Newsletter: This newsletter is distributed to all staff (direct-operated and contract agencies). Ms. George stated that she asks at all the recipient rights trainings if they have seen the newsletter to ensure it is being shared with staff. The last issue was May 31st and the next scheduled one will come out in early August.

SCCCMHA-ORR Fiscal Year 2018 Semi-Annual Report: Board members were provided a hard copy of this document. This report must be submitted to the Department by June 30th (ours was submitted June 28th). The report details the number of individuals served, staff members, complaints received and the number of allegations and the number of allegations that were substantiated.

The next Recipient Rights Committee Meeting is scheduled for September 11th at McLaren Port Huron Hospital.

2. St. Clair CMH Recipient Rights System Assessment

MDHHS ORR triennial assessment took place June 12-14, 2018. Our Agency scored 192 out of 194 points – earning a Substantial Compliance rating. Ms. Thomson noted that for the last 2 points you either had the correct written response, which was minor, or you didn't...we did not.

B. May Funding Bucket Report & Financial Statement – K. Farr

May Funding Bucket Report: Year-to-date expenditures are running approximately \$1.45 million under the revised budget through May; Ms. Farr provided the detail of the main line items that are running under budget.

The year-to-date net surplus for the Region 10 PHIP Funding (Medicaid includes Autism and Healthy Michigan shortfall payment) has a net surplus of approximately \$1,393,000. Between now and the end of July Ms. Farr stated that she will need to have our projection completed for FY 18 as to what she believes we need and what other services the surplus funds need to be redirected to.

Chairman Priemer stated that currently the funding is shown as part of the budget for the Children's Crisis Residential Home. What happens if we choose not to pursue it? Ms. Farr stated that the funds would be sent back. Ms. Johnson advised that the reason the funds are shown in the budget is that we are waiting to see if the licensing rule is going to be changed.

The General Fund is running a surplus of \$76,000 year-to-date which includes the 5% carry forward of approximately \$50,000. With regards to the County Of Financial Responsibilities (COFR) we have looked into the reason for the expenditures exceeding the revenue and found out that there is an individual that is in our direct-operated CIS Program that is a COFR which is a higher cost than our posted reimbursement rate. The county who is reimbursing us for the services, does so at the posted rates. We will be using Medicaid to supplement the cost of these services.

Ms. Thomson noted that the funding costs are decreasing in the area of hospital costs and asked if this is a result of the Mobile Crisis Unit. Ms. Farr stated that the budget for the hospital is based on the prior year; however, she did believe the Mobile Crisis Unit has helped. Ms. Gallagher stated that another factor is the season of the year; during cold weather there is an increase.

Financial Statement: Ms. Farr advised the Board that we have sufficient total current assets to cover our current liabilities (\$7.9 million current net position). However, in factoring in the long-term assets and liabilities, which are required to be reported, leaves us in a deficit of \$3 million. No concerns at this point.

C. St. Clair Operations – K. Gallagher

1. Port of Hopes

Recently there has been a change in leadership and we are working with the new director. They are also receiving assistance from the Justice in Mental Health Organizations (JIMHO). More details to follow.

2. Suicide Assessment Training

Dr. Saeed conducted a Suicide Assessment Training for case holders and clinicians on June 27th. The training contained a lot of the information provided to the Board at its recent presentation. He also helped to develop a more accurate suicide screening tool which is being imbedded within our OASIS documents by Ms. Measel-Morris. This screening will provide a better tool for staff to accurately assess for suicide.

3. Employee & Team of the Month: May

Employee of the Month: Ms. Katrina Parker was selected because of her willingness to step in and provide clinical coverage in the Mobile Crisis Unit which was short of staff which helped to avoid a potentially damaging situation.

Team of the Month: Ms. Wendy Martindale was instrumental in assisting a local veteran to obtain his VA benefits while Ms. Hilary Richards worked with him in his struggles with PTSD. His family was so pleased with the services received they sent a letter to CMH acknowledging the work of these two staff.

D. Region 10 Update – E. Priemer

1. Board Meeting Minutes (06/15/18)

Chairman Priemer stated that the minutes accurately reflect what took place at this meeting. The Election of Officers was held and Mr. Armstrong was nominated and named to the position of Treasurer.

An active watch is still being kept on the 298 Pilot Projects. To date there is no additional information on the implementation of the pilot projects. The target date is still October 1, 2019.

The next Region 10 PIHP Board meeting is scheduled for Friday, July 20th.

E. CMH Policies – M. Measel-Morris

Presented for review was a listing of the current policies currently out for the two week public review. CMH Board policies include: Advisory Council Membership; Leases; Negotiations and Maintenance/Repair; Appeals of Recipient Rights Complaint Findings and Dispute Resolution; Parent Guardian Monitoring Program; and the Recipient Rights Advisory Committee.

Ms. Measel-Morris stated that there were minor changes throughout each of the policies. Following Board review any feedback should be sent to Ms. Measel-Morris.

F. FY 18 Agency Goals Six-Month Review – D. Johnson

Provided for information by Ms. Johnson was an update to the status of the FY 18 Agency Goals to date (instead of the six months). These goals are part of Ms. Johnson's evaluation which is conducted in December. Ms. Johnson highlighted the status of each goal and stated that following Board review should anyone have any questions to please contact her.

Mr. Armstrong left at 6:35 pm and Ms. Serafin left at 6:45 pm

Ms. Johnson highlighted renovations that are taking place here at Electric Avenue which include: renovating the old records room in two rooms – a small meeting room and a decompression/break room for staff. We have also increased the area for the InShape program. We have replaced the home for Allen Road and will talk about another option for another group home in our Closed Session.

G. Community Relations Report & Upcoming Trainings – D. Johnson

Community Relations Activity Report for June 2018 was presented for information. The report covers the paid and unpaid media/sponsorships/advertisements and social media outreach.

Upcoming events include: Ms. Nanette Larson will be returning on July 18th to present on boundary trainings (Personal & Professional - am for staff/ Building Boundaries Not Barriers – pm for direct care staff). A luncheon session is also being held targeted towards those we serve and community members.

Upcoming Trainings: There are still openings for upcoming Mental Health First Aid Trainings to be held August 3 – Youth Curriculum and August 10 – Adult Curriculum.

H. Community Mental Health Association Business – D. Johnson

1. FridayFacts

Ms. Johnson stated that we did participate in the Hepatitis A Survey as well as the screenings. A link providing a summary of the information collected is provided on page 5. We were one of the counties with higher incidents reported per capita. Free vaccination clinics were held in conjunction with the Health Department and we continue to work closely with them.

Legislatively Senate Bill 897 has become law. This states that able-bodied adults between the ages of 19 and 62 receiving benefits under Healthy Michigan are required to work at least 80 hours per month to continue to receive benefits. Exempt individuals include those 63 years of age and older, pregnant women, parents of a dependent child 6 years old or younger, full time students, recipients of unemployment benefits and those under the age of 21 who had been in a foster care program. However, in order for these requirements to be implemented the State still needs to receive a waiver from the Federal Centers for Medicaid and Medicare; which has not yet been received. We will continue to watch this.

X. DIRECTOR'S REPORT – D. Johnson

1. In the Know Newsletter

This monthly newsletter was instituted to improve communication throughout the Agency and the contract system.

St. Clair CMH (grants are for individual CMHs only) has applied for a SAMHSA grant to become a Certified Community Behavioral Healthcare Clinic (CCBHC). We have submitted our application and are now waiting for our submission to be validated. We will not find out if we are selected until the end of September; and then we must be fully operational within four months of being notified. Ms. Karen Zultak was instrumental in compiling the information for this grant.

2. Other

Dr. Saeed had been providing psychiatric services for Center for Human Resources one day a week. They have decided to no longer provide such services. As such, we are working with Dr. Saeed to modify his contract to work with us five days a week with a pay increase and health benefits.

Dr. Albitar, psychiatric nurse practitioner (has a doctorate in nursing), is currently working with us one day per week. He had worked in Macomb County and for the Department of Corrections. He has expressed an interest for full time. A contract for full time employment is in process with a tentative effective date of July 23rd.

Ms. Johnson stated that Dr. Albitar's request for full time employment could not have happened at a better time. Our nurse practitioner, Ms. Sarah Ingles, had a family emergency and is going to be off until sometime in August.

An *Agency Update* was held on June 21st from 3-5 pm. After that, Ms. Johnson stated that she was approached by a staff member asking if CMH could help promote a movie "Suicide: The Ripple Effect." This is the true story of Kevin Hines who jumped from the Golden Gate Bridge and survived. It is the true story of his recovery. The Suicide Prevention Committee as well as the Survivors of Suicide Support Group will be purchasing the tickets and resource tables will be available. The movie will be shown July 25th at 7:00 pm at the Birchwood Mall.

Mr. Tony Essian has been appointed to the CMH Board by the County Board of Commissioners. We just learned of his appointment and he will be joining us at the August meeting.

Mr. Tom Renwick from the Department has announced his retirement effective at the end of the month.

XI. BOARD FORUM

A. Advisory Council Meeting Minutes (05/24/18)

Chairman Priemer stated that provided for information were the minutes from the May 24th Advisory Council Meeting.

B. Direct Deposit for Board Members

Ms. Farr asked Board members to consider having their per diems directly deposited into their savings/checking account instead of having a paper check mailed to them. Forms were made available for completion. Ms. Farr noted that a voided check would also be needed. Board members were asked to complete the forms and return them at the next Board meeting or drop them off at the office to Lori.

XII. CLOSED SESSION

It was moved by Mr. Rieves, seconded by Ms. Thomson, to move into Closed Session for the purpose of discussing the purchase of property. **MOTION CARRIED**

The Board moved into Closed Session at 7:12 pm.
The Board moved into Regular Session at 7:35 pm.

XIII. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD - None

XIV. ADJOURNMENT

It was moved by Ms. Ames, seconded by Ms. Thomson, to adjourn. **MOTION CARRIED** . With no further business to discuss the meeting was adjourned at 7:40 pm.

Respectfully submitted,

Lori Ballor-Gauthier
Recording Secretary