

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, MI 48060
DATE: August 7, 2018
TIME: 6:00 p.m.
PRESIDING: Edwin J. Priemer, Chairman

PRESENT: L. Ames, A. Essian, J. Jowett-Lee, M. Paulus, E. Priemer, E. Rieves, M. Serafin, M. Smith
CALL IN: No one
ABSENT: S. Armstrong, J. Bligh, N. Thomson, S. White
ALSO PRESENT: Guest(s): R. Kiehler, IHC (arrived 6:52 pm)
Staff: D. Johnson, T. Pingitore, K. Farr, K. Gallagher, M. Measel-Morris

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: A STORY OF RECOVERY

This presentation will need to rescheduled as the presenter was unable to attend.

IV. CLOSED SESSION

It was moved by Mr. Rieves, seconded by Ms. Jowett-Lee, to move into Closed Session for the purpose of discussing a personnel issue and Union negotiations, **MOTION CARRIED**.

The Board moved into Closed Session at 6:01 pm.
The Board moved into Regular Session at 6:48 pm.

V. AGENDA CHANGES – None

VI. PRESENTATION OF PREVIOUS MEETING MINUTES

It was moved by Mr. Rieves, seconded by Ms. Serafin, to approve the minutes of the July 10, 2018 CMH Board Meeting, as presented. **MOTION CARRIED**

VII. PRESENTATION OF JULY RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

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

VIII. PRESENTATION OF BILLS TO BE PAID

It was moved by Ms. Jowett-Lee, seconded by Mr. Paulus, to approve the Bills to be Paid in the amount of \$3,565,727.56, as presented.

Discussion: Ms. Ames asked what the payment in the amount of \$21,231.83 to Real Life Services is for on page 20. Ms. Gallagher stated that Real Life Living Services operates a Home Of Your Home and this payment is for supported its housing services contract

MOTION CARRIED

IX. ITEMS FOR ACTION

A. Cedar Creek Hospital Inpatient Contract – M. Measel-Morris

This is a new Inpatient Services contract with Cedar Creek. The contract inpatient rate per day is \$975, if we chose not to do a full inpatient contract and had only a Letter of Agreement, the rate would have been \$2,000 per day. This facility is licensed to house 18 adults and 16 minors.

It was moved by Mr. Rieves, seconded by Mr. Smith, to approve the Cedar Creek Hospital Inpatient Contract for the period of July 1, 2018 through September 30, 2019, as presented.

MOTION CARRIED

B. FY 18 Contract Amendment: Community Enterprises of St. Clair County – M. Measel-Morris

Community Enterprises is requesting a rate increase to its contract for a short term (3 month period) due to a decline in service provision/utilization. The rate increase will cover the period of July 1 through September 30, 2018 and will revert back to the previous rate on October 1, 2018.

It was moved by Ms. Serafin, seconded by Ms. Jowett-Lee, to approve the FY 18 Contract Amendment #4 for Community Enterprises of St. Clair County, as presented. **MOTION**

CARRIED

C. Harbor Oaks Contract Renewal – M. Measel-Morris

The contract with Harbor Oaks is a renewal agreement for the three CMHs (Lapeer, Sanilac and St. Clair). A better rate was able to be negotiated with the three CMHs participating. The inpatient rate is \$625 per day with a 5% discount. The effective date is October 1, 2018.

It was moved by Mr. Smith, seconded by Ms. Jowett-Lee, to approve the Harbor Oaks Contract Renewal effective October 1, 2018, as presented.

Discussion: Ms. Jowett-Lee asked for an explanation on how payment is made with a person who has Medicaid vs private insurance. Ms. Johnson replied that private insurance is billed first and if the individual has Medicaid or no insurance authorization is provided through CMH.

MOTION CARRIED

D. Hope Network Behavioral Health-Harbor Point Lapeer Contract Amendment – M. Measel-Morris

The purpose of this contract amendment is to adjust the contract rate for Hope Network Behavioral Health Services for one new placement at Harbor Point Lapeer. The individual targeted for placement is being discharged from Caro Regional Facility.

It was moved by Mr. Paulus, seconded by Ms. Jowett-Lee, to approve the contract amendment with Hope Network Behavioral Health-Harbor Point Lapeer for the period of June 3, 2018 through June 2, 2019, as presented. **MOTION CARRIED**

E. Mayfield Group Home Purchase – D. Johnson/K. Farr

Ms. Johnson advised the Board that the agreed upon amount of purchase of the home was \$248,000; pending Board approval. A home inspection was conducted and the home was found to be in good condition. The mechanical system and roof are new. The big cost items to be fixed in the future would be the driveway and the sidewalk may need some leveling. There was some water found in the crawlspace; however, we believe that better direction of the downspouts and adding window wells around the crawlspace, vents and a vapor barrier will alleviate the problem.

It was moved by Mr. Smith, seconded by Ms. Jowett-Lee, to approve the purchase of the Mayfield Group Home in the amount of \$248,000.00, as presented. **MOTION CARRIED**

Ms. Johnson stated that Ms. Farr has completed her research with regards to financing options. She received financing options from Northstar Bank, Chemical Bank and Eastern Michigan Bank. Each were presented with a down payment of 20% (\$50,000) and interest rates were based on a “qualified tax exempt loan.” All of the banks offered a 10 year amortization with a 5 year balloon.

Mr. Smith questioned why we are doing a 10 year amortization with a 5 year balloon and not a 15 or 30 year fixed rate. Ms. Farr stated that this was the recommendation from all the banks and then we could renegotiate after the 5 years. Mr. Essian stated that the 5 year is typical with the renegotiation for a commercial loan. Ms. Farr stated that the longer the amortization period the higher the interest rate. She did ask each bank to give her the best financing options available.

It was moved by Mr. Smith, seconded by Ms. Ames, to secure funding for the Mayfield Group Home through Eastern Michigan Bank authorizing Executive Director Ms. Johnson to sign all related documents, as presented. **MOTION CARRIED**

F. September 4, 2018 CMH Board Meeting Location: Capac – E. Priemer

Chairman Priemer stated that the Board had discussed visiting each satellite office yearly. For the September 4, 2018 CMH Board Meeting it is proposed that this meeting be held at our satellite office in Capac.

It was moved by Mr. Paulus, seconded by Ms. Jowett-Lee, to change the location of the September 4, 2018 CMH Board Meeting to our Capac Office located at 14675 Downey Road, Capac, MI, as presented. **MOTION CARRIED**

G. Letter of Agreement: AFSCME Council 25, Local 1518 Chapter 20 & Local 3385 – E. Priemer

Chairman Priemer stated that purpose of this Letter of Agreement with Local 1518 Chapter 20 and Local 3385 is to provide a one-time, not to base, 2% salary adjustment for FY 2018 to be paid by September 30, 2018.

It was moved by Mr. Rieves, seconded by Mr. Paulus, to approve the one-time, not to base, 2% salary adjustment for staff of Local 1518 Chapter 20 and Local 3385, as presented. **MOTION CARRIED**

H. Contract Amendment #2: Deb Johnson – E. Priemer

The purpose of this contract amendment #2 is provide our Executive Director, Ms. Johnson, a one-time, not to base, 2% salary adjustment which is in line with the Unions, as presented.

It was moved by Ms. Jowett-Lee, seconded by Ms. Serafin, to approve the Contract Amendment #2 providing a one-time, not to base, 2% salary adjustment, to our Executive Director, Ms. Johnson, as presented. **MOTION CARRIED**

I. Blue Water Developmental Housing: Supported Living Arrangement Contract Amendment – K. Farr

Ms. Farr stated that Blue Water Developmental Housing requested a rate adjustment (increase) for its Supported Living Arrangement program due to the impact of vacancies experienced. The rate adjustment may be up to \$115,000 for FY 2018 based on actual occupancy.

It was moved by Ms. Serafin, seconded by Mr. Rieves, to approve Contract Amendment #8 with Blue Water Developmental Housing for its Support Living Arrangements for the period of October 1, 2017 through September 30, 2018, as presented.

Discussion: Mr. Smith requested further explanation with regards to how the vacancies occur and rates. Ms. Farr stated that the rates were determined at the beginning of the year based on the projected residents in the Home Of Your Home. If an individual leaves home, e.g. hospital stay, left the home, Special Olympics, etc., they still have to have the same staffing level; there is a fixed cost for the staffing.

Mr. Essian questioned how often this might occur that a contract exceeds the \$50,000 and would be brought back to the Board. Ms. Johnson stated that this typically only occurs within the residential system. She noted that the other providers receiving a 2% increase will be specialized foster care providers; but this amount will be under the \$50,000.

MOTION CARRIED

X. INFORMATIONAL ITEMS

A. Finance/Contract Management – K. Farr

1. June Funding Bucket Report & Financial Statement

June Funding Bucket Report: Provided by Ms. Farr was the nine-month status report covering the period of October 1, 2017 through June 30, 2018. Currently we are running a surplus of \$1.158 million in Medicaid and Healthy Michigan. Discussed earlier was how the surplus funds will be spent and put back into services.

In General Fund we are running slightly under budget in the revenue with a surplus of \$63,000 year-to-date. We do not have any SED or Children's Waiver deficits that we are covering at this time.

Year-to-date expenditures overall through June are running \$1,097,000 under budget. This is due to the significant number of budgeted vacant positions. In addition, we had contractual expenditures that ran under budget mainly in the areas of Autism, Children's Crisis Residential Grant, Physicians and Blue Water Area Transportation.

Residential Service Expenditures are approximately \$128,000 under budget; hospital expenditures are under budget by \$90,000 and the HIP Grant was running under budget by \$83,000.

Financial Statement: Ms. Farr stated that we have sufficient total current assets to cover our current liabilities. Our current net position is just under \$7 million. When factoring in the long-term assets and liabilities, this leaves us in a net position. However, there are no concerns at this point.

2. FY 18 Projection

In addition to what was discussed earlier to be covered with the surplus, Ms. Farr stated that she would like to have the Board endorse putting a 2% contribution to the OPEB (Other Post Employment Benefit) Plan in the amount to \$120,000.

It was moved by Ms. Jowett-Lee, seconded by Ms. Serafin, to move the 2% OPEB contribution in the amount of \$120,000 to an Item for Action, as presented **MOTION CARRIED**

It was moved by Ms. Jowett-Lee, seconded by Ms. Serafin, to approve the 2% OPEB contribution in the amount of \$120,000, as presented **MOTION CARRIED**

3. Contract & Delegation Monitoring Reports – M. Measel-Morris

a. Site Visit Schedule

Presented for information was the Contract and Delegation Monitoring Site Visit Schedule for 2018. This year only 3 full reviews were conducted and desk audits were conducted on delegated functions for 11 agencies. Presented are the full reviews for Renewal Christian Counseling Center and Professional Counseling Center. NorServ Group site review is scheduled for August 15, 2018.

b. Renewal Christian Counseling Center

Renewal Christian Counseling Center's on-site review was conducted on July 23, 2018. They received a score of 99% for all eight domains with no corrective action plan required. Provided for information was the full report.

c. Professional Counseling Center

Professional Counseling Center's on-site review was conducted July 25, 2018. They received a score of 98%. They fell below the 95% standard in 2 areas: Staff Training –

90% and Utilization Management – 93%. As such a corrective action plan is required within 30 days.

B. St. Clair Operations – K. Gallagher

1. SUD Programming

Ms. Gallagher stated that we are looking into becoming a straight Substance Use Disorder (SUD) Provider. How this differs is that we currently can only provide SUD services to those individuals experiencing a co-occurring disorder (substance use and mental health diagnosis). In becoming an SUD provider we would be able to serve those individuals with strictly a substance use disorder which would fill a badly needed gap in the community; we would have to do this anyway if we become a CCBHC. Currently there are no psychiatric outpatient services available for those individuals with strictly a SUD diagnosis and provide medication assisted outpatient treatment which Dr. Saeed can provide.

Ms. Johnson stated that we do need to negotiate a higher rate for psychiatric services with Region 10 and have made them aware of this. The current rate does not cover our costs for psychiatric services.

C. Region 10 Update – E. Priemer

1. Board Meeting Minutes (07/20/18)

Provided for information was a draft of the minutes from the July 20th Region 10 PIHP Board Meeting. Chairman Priemer noted that the Genesee Board of Commissioners did not reappoint some of the current GHS Board members which left a vacancy on the Region 10 Board. The Region 10 Board has decided to wait until an appointment has been made to fill the vacancy.

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

Community Relations Report: Provided for information was the Community Relations Activity Report for July. The report covers paid media/unpaid media, social media outreach as well as upcoming events.

Highlights included: 1) Article published in the Times Herald today entitled “Friendship helps people with mental illness in regards to August 5th being National Friendship Day; 2) National Night Out which is being held this evening from 5-8 pm throughout the city. We have staff participating at the Dulhut Village location hosting games and manning a resource table. We also have information available at the downtown location. This annual campaign promotes police-community partnership and neighborhood camaraderie to make communities safer and better places to live. 3) There are still openings in the Mental Health First Aid adult training to be held August 10th.

Training: Provided was a list of upcoming trainings that are open to CMH Board members along with staff and community members as detailed.

E. Community Mental Health Association Business – D. Johnson

1. FridayFacts (08/03/18)

Highlights include: 1) Suicide Hotline Bill Passes the House – a new three digit dialing code would better help address the rising rates of suicide instead of the current hotline number; 2)

Fall Conference is scheduled for October 22-23, 2018 in Grand Travers. If you are interested in attending please let us know as soon as possible as rooms fill quickly. 3) Boardworks – certification is available to those Board members who have completed all 10 of the sessions. Sessions are offered via the conference and we have the DVDs as well. Ms. Serafin asked if there any more updates on the Boardworks sessions being offered online or webinars instead of the conferences. Ms. Johnson stated that she would follow up.

XI. DIRECTOR'S REPORT – D. Johnson

A. "In the Know" Newsletter – August Edition

This newsletter is provided for information. It is shared with staff and the contract agencies. It highlights current activities taking place within the agency.

B. Other:

1. Crains Report re: Candidates for Governor Stand on Mental Health Privatization

This is provided for information. It states the candidate's positions on combining Medicaid mental and physical health systems.

2. Advocacy Letter

A letter was sent to Medicaid Care Management and Quality Assurance supporting MDHHS Proposed Policy Change 1822-Pharmacy which stipulates that after October 1st no copayment will be charged to beneficiaries for drugs that treat behavioral health conditions and substance use disorders.

3. County Retiree Healthcare Meeting

Ms. Johnson along with Ms. Pingitore attended a meeting with Ms. Karry Hepting, County Administrator and Mr. Kurt Weston and Mr. Greg Owens, Road Commission with regards to the retiree healthcare. The changes are for the Medicare Advantage Plan. Currently there are 590 retirees that receive healthcare and have the Medicare Advantage Plan as the supplement. There are 193 retirees that are under the age of 65. If they are able to get this one change, it will result in a significant savings to the plan. Ms. Hepting stated that she believes CMH may be fully funded or close to it in the OPEB part should this change occur. There is a meeting at 4:00 pm this Thursday, August 9th regarding the change in order to discuss this change with the retirees.

XII. BOARD FORUM

A. Board Policy: CMH Board Member Meeting Attendance – M. Measel-Morris

This policy is currently up for review. In the Standards Section it states that "the Chairman of the Board shall be notified of non-attendance by a Board member of four (4) consecutive Board meetings or six (6) Board meetings per year." Since Board meetings have been changed to one per month it was suggested that the language be changed to read "three (3) consecutive Board meeting or four (4) Board meetings per year." This would be consistent with the Region 10 Board which meets only one time per month as well. Board members concurred with the change.

B. Advisory Council Meeting Minutes (07/25/18) – M. Serafin

Ms. Serafin noted that the meeting minutes reflect what took place at the meeting. She noted that the change in meeting day to Wednesday from Thursday has resulted in increased meeting attendance.

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

XIV. ADJOURNMENT

It was moved by Ms. Jowett-Lee, seconded by Mr. Rieves, to adjourn. **MOTION CARRIED** . With no further business to discuss the meeting was adjourned at 7:45 pm.

Respectfully submitted,



Lori Ballor-Gauthier
Recording Secretary