

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

GROUP MEETING: SCC Community Mental Health Board
SUBJECT: Regular Session
PLACE: St. Clair County Community Mental Health
3111 Electric Avenue, Port Huron
DATE: March 5, 2019
TIME: 6:00 p.m.
PRESIDING: Edwin J. Priemer, Chairman

PRESENT: L. Ames, A. Essian, J. Jowett-Lee, M. Partipilo, M. Paulus, E. Priemer, E. Rieves, M. Smith,
S. White
CALL IN: J. Bligh
ABSENT: S. Armstrong, N. Thomson
ALSO PRESENT: Guest(s):_Rena Kiehler, IHC
Staff: D. Johnson, 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.

II. CITIZENS WISHING TO ADDRESS THE BOARD - None

III. CLOSED SESSION

Chairman Priemer stated that the purpose of the Closed Session is to discuss the purchase of real estate property.

It was moved by Mr. Rieves, seconded by Ms. Jowett-Lee, to move into Closed Session. **MOTION CARRIED**

The Board moved into Closed Session at 6:01 pm
The Board resumed into Regular Session at 6:08 pm

IV. AGENDA CHANGES – None

V. PRESENTATION OF PREVIOUS MEETING MINUTES

It was moved by Mr. Rieves, seconded by Ms. Jowett-Lee, to approve the February 12, 2019 CMH Board Meeting Minutes, as presented. **MOTION CARRIED**

VI. PRESENTATION OF JANUARY RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

It was moved by Ms. Jowett-Lee, seconded by Mr. Paulus, to approve the January 31, 2019 Receipts / Disbursements and Electronic Transfers, as presented. **MOTION CARRIED**

VII. PRESENTATION OF BILLS TO BE PAID

It was moved by Ms. Jowett-Lee, seconded by Ms. Ames, to approve the Bills to be Paid in the amount of \$2,830,512.84, as presented. **MOTION CARRIED**

VIII. ITEMS FOR ACTION

A. ABA Pathways, LLC Contract – M. Measel-Morris

Ms. Measel-Morris advised the Board that ABA Pathways, LLC is a new contract provider for us. This is the second provider we have been able to secure that will be providing home-based ABA services to children 4 years and up to 21 years of age. ABA Pathways provides ABA services to several CMHs throughout the state and have received very good satisfaction ratings.

It was moved by Mr. Rieves, seconded by Mr. Paulus, to approve the contract with ABA Pathways, LLC as presented.

Discussion: Ms. Jowett-Lee asked if the fee structure and contract is the same as the other provider. Ms. Measel-Morris replied yes.

MOTION CARRIED

B. Hope Network Behavioral Health Services: Harbor Point Lapeer Contract Amendment #2

The purpose of this contract amendment is to adjust the contract rate for an additional placement at Harbor Point Lapeer. The individual targeted for placement is being discharged from Havenwyck Hospital.

It was moved by Mr. Smith, seconded by Ms. Partipilo, to approve the Contract Amendment #2 with Hope Network Behavioral Health Services: Harbor Point Lapeer, as presented. **MOTION CARRIED**

IX. INFORMATIONAL ITEMS

A. Finance – K. Farr

1. January 2019 Funding Bucket Report & Financial Statement

Funding Bucket Report: Reviewed by Ms. Farr was the four month Funding Bucket Report covering the period of October 1, 2018 through January 31, 2019.

She noted that we are running *over* budget in the following areas:

- Year-to-Date Expenditures: Approximately \$231,000
- Payroll Costs: Approximately \$221,000 over budget mainly due to Union negotiated wage adjustment at contract ratification that was not in the original budget
- Contractual Costs: \$177,000 mainly in the Medical and Autism departments. The Actual Contract Physicians department is running \$141,000 over budget while the Physician's payroll costs are running \$43,000 under budget. Net deficit of \$98,000

We are running *under* budget in the following areas:

- Residential, Supported Housing and Self Determination: \$212,000; approximately \$75,000 unspent at the new Lincoln House, \$70,000 budgeted for placements that have not yet occurred, approximately \$37,000 in Supported Housing, and approximately \$30,000 in Residential due to occupancy
- Contract Agencies: \$205,000. Specifically Community Living Supports is approximately \$29,000 under budget, Community Enterprise and CLS are \$133,000 under budget due to program closures related to weather, and collective the remaining agencies are running \$43,000 under budget
- Contract Outpatient: \$43,000

Additionally, the Medical Equipment (091s) are running approximately \$38,000 over budget and Hospitals are running approximately \$308,000 over budget. The hospital overage is due to McLaren not having any open beds and our placements are going to higher costing facilities. Typically at this time of year we see a reduction in admissions but this has not yet occurred.

Technology, Software, Network expenditures and building related expenditures are collectively running approximately \$53,000 under budget.

Ms. Farr stated that she anticipates doing a budget amendment in April.

Region 10 PIHP Contract Funding: YTD Medicaid Expenditures are running approximately \$122,000 under the FY 19 Budget with a YTD surplus of approximately \$468,000. YTD Healthy Michigan Expenditures are running approximately \$330,000 over the FY 19 budget with a YTD deficit of approximately \$677,000. Overall we are running a deficit from Region 10 PIHP Funding of approximately \$209,000.

General Fund: The total YTD Net Deficit for St. Clair CMH GF Contract Funding is approximately \$61,000.

Mr. Essian asked Ms. Farr if she had anticipated being over budget. Ms. Farr replied no, because we were still in Union negotiations and, at that point, the ratification bonus had not been discussed. She stated that she is not concerned at this point; she anticipates that this will be corrected. She stated what she is surprised about is the increase in individuals for Healthy Michigan. Ms. Jowett-Lee asked if we knew when someone switches from Medicaid to Healthy Michigan. Ms. Farr replied not necessarily, the case holders have to catch it. The FIPA Techs run a report each month for those individuals who lost Medicaid from the previous month and they investigate why. They also look at new Healthy Michigan enrollees and what they were the previous month. It can be a full month before we know. Ms. White asked how individuals lose Medicaid. Ms. Gallagher replied if they don't complete their paperwork in a timely fashion and sometimes when they reapply they may have had regular Medicaid and now they have Healthy Michigan.

Financial Statement: In reviewing the Statement of Net Position, Ms. Farr stated that our Total Current Assets are \$13,433,398 is sufficient to cover our Total Liabilities of \$7,898,846. Our Current Net Position is a positive \$5,534,552. When factoring in the Non-Current Assets and Long-Term Liabilities our Total Net Position is a deficit of \$14,162,201. She noted that the Net OPEB Obligation of \$14,456,335 was approximately \$7.4 million; this is the first year we were required to report our full obligation.

In reviewing the Statement of Activities/Revenues, Expenses and Changes in Net Position, Ms. Farr stated that for our three funds (Operating / Building / Healthcare) our Total Operating Revenues is \$19,992,937. Our Total Operating Expenses was \$20,256,222 leaving a deficit of \$263,285. We had other Operating Expenses of \$72,647 which left a Change in Net Position deficit of \$335,932.

In reviewing the Mental Health Operating Budget and Actual Comparison Ms. Farr stated that there weren't any significant overages or underages other than those brought up when discussing the Funding Bucket Report. This will continue to be monitored.

2. FY 2018 Year End Report Summaries:

- a. St. Clair County CMH Fiscal Year 2018 Funding Source Bucket Report
- b. Fiscal Year 2018 Final Funding Source Bucket Report Summary & MDHHS Form

Ms. Farr overviewed a condensed version of the Funding Bucket Report for FY October 1, 2017 through September 30, 2018 for each of our funding sources (Medicaid, Healthy Michigan, Children's Waiver, SED Waiver, General Fund, Local and Other Revenue). She noted that our General Fund Carry Forward is \$54,787; General Fund Lapse back to the State was \$78,074; Local Fund Balance Increase was \$38,838 for a total of \$171,699.

c. Fiscal Year 2018 Utilization Net Cost Report Executive Summary & MDHHS Form

Ms. Farr stated that these reports provide the costs per service code by the total number of units or service provided along with the administration and other costs detailed.

Total Medicaid Expenditures Report: The Agency provided 2,697,579 units of service to 3,012 unique cases for total in service costs of \$44,754,224.

Healthy MI Cost Report: The Agency provided 76,245 units of service to 842 unique cases from the Mental Health population for a total service cost of \$3,745,807.

General Fund Cost Report: The Agency provided 22,976 units of service to 475 unique cases for a total service cost of \$1,114,046. The CMH Managed Care and Other Costs totaled \$243,173. CMH Managed Care and Other Costs totaled \$243,173. Total General Fund Costs of \$1,357,212. Of these costs \$1,262,768 are reported in the General Fund section of the Non-Medicaid FSR, \$2,949 are redirected GF cost of Children's Waiver, and \$91,495 are reported in the Local section of the Non-Medicaid FSR, as the GF 10% Local Match.

Sub-Element Cost Report: This report provides the total costs per service code by the total number of units of services provided by population type, Persons with Developmental Disabilities, Adults with Mental Illness and Children with Serious Emotional Disturbances along with the Administration and other costs details reconciled back to the fiscal year total costs per the Agency's General Ledger.

The Agency provided 2,869,265 total units of service to 3,906 unique cases for a total service cost of \$49,927,095. CMH Managed Care and Delegated Administration and Other Costs totaled \$3,335,001. Total Sub-Element Costs were \$53,262,096.

Ms. Farr advised the Board that Stewart, Beauvais & Whipple notified her today that they will be coming out next week to being our Compliance Audit and the Single Audit should be ready soon. We are on track to have the FY 18 financial completed and submitted to the State by the end of March.

B. St. Clair Operations Update – K. Gallagher

1. LGBTQ+ Support Group

Reviewed with the Board was a proposal to sponsor a LGBTQ+ (Lesbian, Gay, Bi-Sexual, Transgender, Questioning+) Support Group for youth ages 14-20 identifying as LGBTQ+. Currently we have teens going to Ferndale for a support group and for others this is not feasible or accessible. This Support Group will be offered at the Center of Port Huron. Individuals do not have to be receiving CMH services to attend. Marketing will commence shortly for this group. This group should start within the next month.

2. Rate Restructuring Grant

This grant is for competitive/supported employment. Ms. Lisa Mills, the Rate Restructuring Consultant from Wisconsin, came in to meet with us and our employment service providers. Everyone was excited about the new concept. Part of the problem with competitive employment services is that if people in the fee-for-service world do a good job this program doesn't make money. It doesn't incentivize the employers to find jobs for these individuals because their services end. The way this program works is that the service provider will still receive incremental payments throughout some years.

3. Employee & Team of the Month

Employee of the Month for January was Barbara Sudomier. Ms. Sudomier is a nurse within the Assertive Community Treatment (ACT) Program. She is always ready to assist the team in any way, even if it doesn't involve nursing. One example is Ms. Sudomier rearranged her schedule and provided transportation to an individual receiving ACT Services because they needed a ride to court within a half hour and no one else was available. In one particular case she sat with an individual in a doctor's office for three hours because they were diabetic and their sugar was extremely high to ensure they were okay and received proper treatment. Ms. Johnson stated that she is 1 of the 5 staff that Ms. Johnson received a thank you from for the 2% staff increase not to base.

Team of the Month for January was our Website Design Team (Dann Hayes, Karen Zultak, Sarah Herrle-Tucker, Jill Vandenebee and Mark Hutchinson). Hopefully you have visited and seen our new Agency website. Ms. Vandenebee did the majority of the work and we are lucky to have her! It took a long time but they wanted to make sure it came out correctly. It is very easy to navigate on your smart phone!

C. Region 10 Update – E. Priemer

1. Region 10 Board Meeting (01/18/19 & 02/15/19)

Chairman Priemer advised the Board that the February meeting was held here in St. Clair; a draft of the meeting minutes is provided as well as the finalized January meeting minutes. A Subcommittee has been created and met to discuss the transitioning out of Genesee CMH from Region 10. The Subcommittee will be meeting later this month with the assumption that Genesee is moving out and will also be discussing what happens if they come back. Implementation is scheduled for October 1st.

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

Provided was a listing of Agency policies currently going through the two-week review process. The only CMH Board policy being reviewed at this time is the Self Determination Choice Voucher; there are no recommended changes.

E. Community Education / Public Relations & Upcoming Trainings – D. Johnson

Highlighted by Ms. Johnson as the Community Relations Activity Report for the month of February. The report addresses paid and unpaid media coverage. Upcoming events: March 14th is the Mara McCalmon Story: From Trauma to Resiliency. Ms. Johnson stated that Ms. Jowett-Lee is the main presenter and does a great job on explaining the effects of trauma and learning to move on. Reservations are needed. The "Empty Bowl" for Mid City Nutrition is Thursday, April 4th at St. Stephen's Church, tickets are available here at CMH at a cost of \$25. There is also a "Bras & Badges" fundraiser is on the same night at Alexander's in Marysville sponsored by Lake Huron Medical Center. "Diamonds & Denim" fundraiser sponsored by the Child Abuse & Neglect Council is being held on April 11th at the Blue Water Convention Center.

Provided is the calendar for upcoming trainings that Board members are welcomed to attend. Registration is required.

F. Community Mental Health Association (CMHA) Business – D. Johnson

1. Weekly Update

Contents include: CMHA has launched a new website!! Unveiling of the Governor's Budget was today. Typically the Association does an analysis with regards to mental health; once received Ms. Johnson stated she will forward to Board members.

Ms. Johnson stated that we did nominate our Power of Peer Support Group for the Partners in Excellence Award. We also nominated EBW-TV for the Jim Neubacher Media Award for their coverage of mental health stories.

X. DIRECTOR'S REPORT – D. Johnson

A. Prepare U News Article

Presented was an article that was featured in the The Voice. Riverview East will be completing the curriculum this Friday ending with a breakfast celebration for all the students and staff. At this event Ms. Johnson stated that she will announce Mr. Stier as the recipient of our "Community Service Award." Mr. Stier stated that he can't believe the positive impact the program has had; giving specific examples. There is a definite culture change within the school. Mr. Stier stated that Algonac, Cros Lex, Marine City High Schools have all expressed an interest in the program.

B. "In the Know" Newsletter – February Edition

This newsletter provides updates to what is occurring within the Agency. It is shared with staff and the contract agencies.

C. Enter Stage Right

Through an encounter with an individual at a play at Enter State Right, Mr. McCartan met a young lady who mentioned that her parents were deaf but came to the play to support her. Mr. McCartan asked Ms. Johnson if an interpreter could be provided at some of the plays. Ms. Johnson replied that we could provide an interpreter for one of shows for each production if we could find an interpreter.

D. State of the County Address

We have four seats available to attend the State of the County address of Friday, March 22nd at Alexander's in Marysville. The time is 11:00 am to 1:15 pm and includes a buffet lunch. Let us know if you are interested...cost is free!

E. Heart of a Hero Awards

Ms. Gallagher, Ms. Duncan and Ms. Johnson recently attended the "Heart of a Hero" Awards held on February 28th at Alexander's in Marysville sponsored by Woman's Life Chapter #820 as a fundraiser for the Arc of St. Clair County. Some of the individual's recognized that we work closely with included Bill Schieman, Sheriff Tim Donnellon, Dan Lane, JoAnn Wilton and Judge Tomlinson.

XI. BOARD FORUM

A. Nominating Committee Report – J. Jowett-Lee

The Nominating Committee met and created the following proposed 2019 Slate of Officers:

| | |
|----------------------|------------------|
| Chairman: | Nancy Thomson |
| Vice Chairman: | Julie Jowett-Lee |
| Secretary/Treasurer: | Lori Ames |

Chairman Priemer stated that the Election of Officers will be held at the next meeting with nominations accepted from the floor.

B. Board Committee Appointments – E. Priemer

Distributed was the roster of Board Committee Appointments. Chairman Priemer requested Board members to review the document and let Ms. Gauthier know if you are interested in being a member of any of the Committees are if you currently are on a committee would like to be removed. Appointments will occur at the next meeting.

C. Advisory Council Meeting Minutes (01/23/19)

Chairman Priemer stated that the minutes from the Advisory Council Meeting are provided for information.

XII. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

Ms. Bligh was reviewing the Bills to be Paid and noted two staff with extremely high travel mileage and requested this be looked into. Ms. Gallagher stated that we are currently evaluating mileage and vehicle usage. Ms. Farr stated that we have three new vehicles on order and are looking at a new process for accessing vehicles. Our goal is to have every vehicle moving.

Just a reminder of our Run for Recovery is being held on Saturday, May 11th. Ms. Johnson stated we are looking for runners, walkers and volunteers! Ed Rieves stated that he would volunteer again this year.

XIII. ADJOURNMENT

It was moved by Mr. Rieves, seconded by Mr. Paulus, 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