

MENTAL HEALTH AUTHORITY  
3111 Electric Avenue  
Port Huron, Michigan 48060

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GROUP MEETING: SCC Community Mental Health Board  
SUBJECT: Regular Session  
PLACE: St. Clair County Community Mental Health  
3111 Electric Avenue, Port Huron  
DATE: September 10, 2019  
TIME: 6:00 p.m.  
PRESIDING: Nancy Thomson, Chairman

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PRESENT: L. Ames, S. Armstrong (left at 7:19 pm), J. Bligh, J. Jowett-Lee, M. Partipilo, M. Paulus,  
E. Rieves, M. Smith, N. Thomson, S. White  
CALL IN: A. Essian  
ABSENT: E. Priemer  
ALSO PRESENT: Guest(s): R. Kiehler, IHDC; G. Sendi & K. Sendi – New Oakland Family Centers  
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 Thomson.

II. CITIZENS WISHING TO ADDRESS THE BOARD - None

III. AGENDA CHANGES – Add: Closed Session after Board Forum

IV. PRESENTATION OF PREVIOUS MEETING MINUTES

It was moved by Mr. Rieves, seconded by Ms. Jowett-Lee, to approve the minutes of the August 6, 2019 regular meeting of the CMH Board, as presented. **MOTION CARRIED**

V. PRESENTATION OF JULY RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

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

VI. PRESENTATION OF BILLS TO BE PAID

It was moved by Mr. Armstrong, seconded by Ms. Jowett-Lee, to approve the Bills to be Paid in the amount of \$4,140,140.72, as presented. **MOTION CARRIED**

VII. ITEMS FOR ACTION

A. FY 2019/2020 NorServ School Success Program Contract – K. Gallagher

This is an existing contract with NorServ to address the truancy issue in the county. This past year NorServ received \$85,000 and served up to 25 students. They have a larger need therefore we are increasing the contract to \$170,000 for them to serve up to 50 students at one time. The target group is elementary to middle school students and is county-wide. Ms. Gallagher stated that referrals to this program are made by the Truancy Officer, Mr. Terry Harrington, after all of his interventions have been exhausted. She noted that Port Huron has their own truancy officer.

Mr. Armstrong questioned how this program is mental health related. He raised concern that behavioral issues are taking funding away from our core target population. Ms. Johnson replied that many of these students are in need of mental health counseling and family intervention. In addition, this is a Medicaid Prevention Program of which we are required by the Department to have in place.

Ms. Johnson also stated that we will be implementing another Medicaid Prevention Program with a Beautiful Me. This program will target girls with low self-esteem issues served within our Children's Services Division. Currently our funding will support both programs. If at some point our funding is reduced, these programs would be scaled back.

It was moved by Ms. Jowett-Lee, seconded by Ms. Partipilo, to approve the FY 2019/2020 NorServ School Success Program, as presented. **MOTION CARRIED**

B. MDHHS/CMHSP Managed Mental Health Supports & Services Contract FY 2020 – T. Pingitore

This contract with the Department we refer to as our General Fund Contract. This contract comes to us via e-grams which is the MDHHS online contract management portal. Provided to the Board was the Signature Page, Table of Contents, Part 1 Contractual Services Terms and Conditions and the listing of Attachments as well as the Schedule of Financial Assistance which states \$2,873,720.00 which is the incorrect amount; the correct amount is \$1,436,860.00. Although the funding stated is incorrect, the correct amount has been increased slightly.

Ms. Pingitore is recommending approval of the contract and approve Ms. Johnson as the electronic signor of the contract.

It was moved by Mr. Smith, seconded by Ms. Jowett-Lee, to approve the FY 2020 MDHHS/CMHSP Managed Mental Health Supports & Services Contract with Ms. Johnson as the electronic signor of the contract, as presented. **MOTION CARRIED**

C. FY 2019 Wage Adjustment – D. Johnson

Ms. Johnson stated that Management is proposing a one-time, not to base, wage adjustment to regular full time and regular part time employees in the amount of \$2,500. Specific details of entitlement are stated in the Letter of Agreement between SCCCMH and AFSCME Council 25, Local 1518, Chapter 20 and AFSCME Council 25, Local 3385. This one-time, wage adjustment would also be provided to Ms. Johnson in the form of a contract amendment (2019-#02) as well as to the other non-union staff. The total cost of the increase is \$859,000 which has been approved by Region 10 PIHP.

The reason noted for this proposed wage adjustment was to recognize the quality services our employees are providing and to hopefully incentivize staff and attract future employees due to our increase in staff turnover. It was noted through exit interviews of staff that they are leaving to work for other agencies providing better benefits. Ms. Johnson stated that in becoming a CCBHC there was an increase in paperwork, there are more individuals to be served, and we became an SUD provider.

It was moved by Ms. Jowett-Lee, seconded by Mr. Armstrong, to approve the one-time, not to base, wage adjust to regular full time and regular part time employees in the amount of \$2,500 as stipulated in the Letter of Agreement between SCCCMH and AFSCME Council 25, Local 1518, Chapter 20 and AFSCME Council 25, Local 3385 and Contract Amendment 2019-#02 with Ms. Deb Johnson, as presented. **MOTION CARRIED**

D. FY 2020 Proposed Budget – K. Farr

Ms. Farr stated that at the Region 10 CEO Meeting yesterday, Mr. Carpenter, Region 10 CFO, reported that the rates have been finalized for FY 2020 and Region 10 will be receiving an 11.4% increase in its rates (3.7% is for Children’s Waiver and SED along with an increase in Autism) the other 7.7% increase is based on our current population/utilization. In preparing the budget we anticipated at 4%-5% increase. Mr. Carpenter has asked the CMHs to consider other opportunities for this additional funding focusing on new programs and to look at our service delivery design and utilization; especially any underserved populations. Ms. Farr noted that this 11.4% increase represents \$28,044,000 in additional funding coming to Region 10.

In reviewing the Statement of Revenue and Expenditures for the FY 20 Budget Compared to FY 19 Projection, Ms. Farr stated that it has a 5.27% (\$3.1 million) increase in Expenditures for FY 20 over FY 19 Projection; of that increase 4.33% is Medicaid. There are further additions that could potentially be made to this budget based on the Region 10 increase.

Expected areas of increase in expenditures include:

- Payroll related expenditures are expected to increase approximately \$1.6 million; \$1.1 million increase in CCBHC payroll and \$500,000 in all other departmental Agency payroll.
- Residential and Supported Living Arrangements are expected to increase approximately \$1.3 million, mainly in the Group Home expenditure line items. This is based on Provider cost calculations.
- Contractual expenditures are expected to increase \$339,000. This includes a 2.5% increase to the rates of the Contract Agency Providers, not including the COFRs or Touchstone who recently received an increase in FY 2019.
- Outpatient expenditures are expected to increase approximately \$93,000 including an increase of 2.5% to the Home-Based Services Providers and an increase of \$85,000 to NorServ School Success Prevention Program.
- Other service related expenditures increases of approximately \$131,000 are related to CCBHC and the Blue Water Area Transportation contract.
- Hospital expenditures are expected to decrease approximately \$172,000 which is still an increase of approximately \$600,000 over FY 19 Original Budget.
- All Other Budgeted expenditures are expected to result in a net decrease of approximately \$150,000.

Under Region 10 PIHP Contract Funding:

- Medicaid expenditures are expected to increase approximately \$2.5 million.
- Healthy Michigan Plan expenditures are expected to decrease approximately \$225,000.
- Net increase in Region 10 related funding expenditures is \$2.3 million or 4.33%

St. Clair CMH GF Contract Funding:

- GF expenditures are expected to decrease of \$50,000; mainly due to the loss of the jail contract
- COFR expenditures are expected to increase \$130,000
- SED & Children's Waiver expenditures are no longer included in General Fund but are in the Medicaid section
- Projecting a GF surplus of \$88,000.; \$71,843 is allowed as the 5% carryforward to FY 2021 and the balance of approximately \$16,237 would lapse

St. Clair CMH Other Funding:

- Expenditures for the Earned Contracts are expected to decrease approximately \$761,539 Due to the end of the HIP Grant and PATH Grant in FY 19
- CCBHC expenditures are expected to increase approximately \$1,611,443 as this will be our first full year compared to 5 months in FY 19
- SUD expenditures are expected to increase approximately \$193,772 as program capacity grows
- Local/Other expenditures are expected to increase approximately \$2,521
- The Local/Other Balance increase is expected to be approximately \$79,358

Ms. Farr stated that she will be putting together cost calculations for the additional services identified for Region 10. One area mentioned by Ms. Gallagher was bolstering Community Living Services (CLS). We have difficulty in finding community support workers. Direct hiring staff for these positions may be an option. Ms. Farr stated that retaining and obtaining qualified staff is also a concern expressed by our contract agencies.

It was moved by Mr. Armstrong, seconded by Ms. Jowett-Lee, to approve the FY 2020 Proposed Budget, as presented. **MOTION CARRIED**

E. Request for Proposal Results: Outpatient and Supported Employment – M. Measel-Morris

A Request for Proposal Review Team was formed to review the applications received for Outpatient Services and Supported Employment.

*Outpatient Services:* Two bids were received – Hope Network New Passage receiving a score of 77.5 and New Oakland Family Centers receiving a score of 91.5. New Oakland Family Centers strengths included staffing, experience with evidence-based practices and the ability to meet the needs of the local population for outpatient services with an office based in Port Huron. The Evaluation Team is recommending contracting with New Oakland Family Centers.

It was moved by Ms. Partipilo, seconded by Ms. Jowett-Lee, to approve moving forward in contracting with New Oakland Family Centers for Outpatient Services, as presented. **MOTION CARRIED**

*Supported Employment Services:* Two bids were received – All Ways Care Services receiving a score of 69 points and Life Skills Center receiving a score of 80.5. Life Skills strengths include CARF accreditation, the ability to meet the needs of the local population with an office based in Port Huron and strong financial management. The Evaluation Team is recommending contracting with Life Skills Center.

It was moved by Mr. Rieves, seconded by Ms. Jowett-Lee, to approve moving forward in contracting with Life Skills Center for Supported Employment Services, as presented. **MOTION CARRIED**

Ms. Measel-Morris stated that formal contracts for each of these agencies will be brought back to the Board at its next meeting for action.

VIII. INFORMATIONAL ITEMS

A. Finance – K. Farr

1. July Year-to-Date Funding Bucket Report & Financial Statement

*Funding Bucket Report (10/1/18 – 07/31/19):* Expenditures are running approximately \$535,000 under projection. Payroll costs are running approximately \$182,000 over projection. Contractual costs are running approximately \$42,000 under projection, mainly in the areas of Physicians and Autism. Residential, Supported Housing and Self Determination are running approximately \$246,000 under projection. This is due to the rate increases that were not effective until April 1<sup>st</sup>. Contract Agencies are running approximately \$209,000 under the projection. Contracted Outpatient expenditures are running approximately \$3,000 under projection. Hospitals are running approximately \$90,000 under projection. At this point, our projection appears as though we will have a surplus of \$490,000.

Our Medicaid Expenditures are running approximately \$456,500 under projection; with a YTD surplus of approximately \$1,976,000. Healthy Michigan expenditures are running approximately \$120,000 under projection with a YTD deficit of approximately \$1,105,000. The YTD Net Surplus due to Region 10 PHIP funding is approximately \$871,000.

The General Fund expenditures, COFR expenditures and SED expenditures are all running close to projection with a YTD Net Surplus for St. Clair CMH GF Funding of approximately \$18,000. We are also running very close to Local / Other Expenditures as well. The CCBHC and SUD expenditures are billed as fee-for-service.

*Financial Statement:* Ms. Farr noted that our current assets are more than sufficient to cover our current liabilities. When factoring in the non-current liabilities (pension, long-term liabilities and OPEB) this is when the deficit occurs. Ms. Farr anticipates seeing a significant reduction in our OPEB contribution since we are 136% funded.

2. Community Foundation Quarterly Statement

Overviewed by Ms. Farr was the Community Foundation Fund Statement Report ending June 30, 2019. She noted that our assets are performing well with a gain just under \$10,000.

B. Administrative Services – T. Pingitore

1. Region 10 PIHP Contract Amendment #5

Ms. Pingitore overviewed the changes. She noted that all of the changes have already been occurring, they are just now being put into writing. Nothing in the amendment addresses funding. The amendment has already been signed and returned.

C. St. Clair Operations – K. Gallagher

1. St. Clair County Intervention Center Update

The Jail terminated our contract with them at the end of August. Corizon took over the behavioral services on September 1<sup>st</sup>; however they have not yet hired social workers. We did receive a call from them asking if we would do an assessment; obviously we did not because of the liability (this person was probably sent to the hospital for services). All of our Jail staff have been absorbed back into other CMH programs. Ms. Gallagher has been working with Corizon on the discharge process as it relates to CMH individuals.

On a separate note, Ms. Johnson stated she and Ms. Gallagher met with the owners of Special Dreams Farm a couple of months ago at which time they were notified that Special Dreams Farm would be closing due to low referrals. We stated to them that in order for referrals to occur they needed to be accredited and offered other suggestions. Ms. Johnson stated that an article on the closure appeared in the Times Herald yesterday; which she has not yet seen. This was a new reporter at the Times Herald and she has offered to meet with her to explain the services we provide.

2. Employee of the Month and Team of the Month: May, June and July

*May Employee of the Month:* Ann Marie Riesterer was chosen for “thinking out of the box” in bringing her pasta machine to a residential home to help an individual within the home with socialization skills. While they prepared the pasta other individuals made sauce. A great Italian dinner was had by all with positive attention and praise!

*May Team of the Month:* The LGBTQ+ Teen Support Group consisting of Breeanna Kolowich, Morgan Shafer, Janice Charzynski, Jennifer Fye and Samantha Morawa. This group identified a need, devised a solution and implemented that solution quickly and efficiently, thereby enriching the lives of LGBTQ+ youth in our community.

*June Employee of the Month:* Jessica Moeller was chosen because of her superior leadership, managerial expertise and clinical skills for the entire ABA staff. She demonstrates how to positively affect individuals served and never asks of others what she is not willing to do herself.

*June Team of the Month:* The program staff of Applied Behavior Analysis (ABA). Recently MDHHS conducted their ABA site review for Region 10 and received extraordinarily positive reviews with no citations. They stated that our plans should be models for the state! Because of the skills the ABA Team teaches, options and opportunities are opened and the lives of children in our community on the autism spectrum and their family are profoundly improved.

*July Employee of the Month:* Bob Shafran was chosen for being a “creative problem solver” developing successful approaches for individuals who have unique challenges. He regularly spends time at home researching new ideas and finds time to train new staff in each area of their job, providing valuable one-on-one time that improves the ability of new staff to “hit the ground running.”

*July Team of the Month:* Mobile Crisis Unit Night Shift (David Burnham and Leslie Brown). The Mobile Crisis Unit responds to calls 24 hours a day, 7 days a week, in any location that a crisis may occur. The dedication and passion of these two individuals was exhibited when they responded to transgender teenager in crisis. The teen’s behavior was provoked after coming out to her family and their family rejecting their gender identity. They engaged with the teenager in the emergency room, they liked the teenager overnight to the Harbor for Youth. Their professionalism that night was the empathy, genuine concern and respect demonstrated towards this teenager.

3. Other – Ms. Gallagher had nothing else to report at this time.

D. Contract Management – M. Measel-Morris

1. Monitoring Reports

- a. Aggregate Report

This report provides an overview of each of the contract agencies reviewed and their scores in each of the nine domains. Ms. Measel-Morris noted the high scores that were achieved this year. Plan of Corrections needed for the year were minimal.

- b-k Full reports were provided for each of the agencies. Contract renewal is recommended for each of the agencies: Blue Water Developmental Housing, Goodwill Industries, Innovative Housing, IMPACT, Touchstone (Clubhouse), Life Skills Centers, Community Enterprises, Autism Systems, NorServ Group and Professional Counseling Center.

2. Satisfaction Surveys

- a. Customer Satisfaction Summary FY 2019
  - b. Prescriber Satisfaction Summary FY 2019
  - c. Accessibility to Services Summary FY 2019

The Customer Satisfaction Summary, Prescriber Satisfaction Survey and Accessibility to Services Survey were all administered in the month of June. The surveys were completed either in person or by mail. The FY response rate for the Customer Satisfaction and Accessibility surveys was 44%, the Prescriber Satisfaction Survey was 52%; all seen an increase over last year. The Customer Satisfaction and the Accessibility to Services are both CARF required. The Prescriber Survey was created with Dr. Saeed and was implemented to solicit feedback on such things as wait time, prescriber being prepared for their visit, being treated with dignity and respect, providing clear instructions on how to care for an manage their symptoms and would they recommend them to others. We continue to achieve high scores with positive comments.

3. CMH Policies Out for Review

There were four policies that require Board review: CMH Board Member Meeting Attendance: this policy was reviewed by the Board at its last meeting. Recommended change: Chairman of the Board shall be notified when a member misses two consecutive meetings rather than three. The other three policies: Provider Registry Process; Leases: Negotiations and Maintenance/Repair and Credit Cards had minor wording changes and grammatical changes.

E. Region 10 PIHP – N. Thomson

1. Board Meeting Minutes (07/19/19 & 08/16/19)

Chairman Thomson reported that the major discussion at the July meeting was the Lakeshore Regional Entity and the Election of Officers was conducted with Mr. Priemer being appointed as Treasurer. Also discussed were the 1915(c) Waivers particularly those involving Community Living Services and the State determining eligibility by person for these services.

The August meeting focus was on the budget and a presentation was given on the 2018 Audit and Compliance Exam.

IX. DIRECTOR'S REPORT – D. Johnson

A. Community Education/Public Relations & Upcoming Trainings

Provided was a comprehensive report with regards to community relations activities that took place during the month of August. Highlights included:

- 1) Student Art Show taking place upstairs at Studio 1219 from September 4<sup>th</sup> thru September 30<sup>th</sup>. The Art Show was open to anyone receiving our services, they did not have to be enrolled in our art class. The Opening Reception had over 30 in attendance. The talent is amazing!
- 2) CAN Council Community Roof-Sit for Kids kicks with Sunday Fun Day on September 15<sup>th</sup>. The Rooftop Rally will be held on September 17<sup>th</sup> with pledges being accepted all day! 3) Mental Illness Awareness Week (October 6-12). On Tuesday, October 8 is our Celebration of Recovery from 3:30-4:30 pm here at CMH. This event recognizes the accomplishments of people supported by CMH and their commitment to their recovery. On October 9, the movie "Coming Up for Air" will be shown at the Krafft 8 Cinema. Tickets are \$5 each with limited seating. The event includes a preview discussion on the impact of mental illness in families followed by a screening of the feature film.
- 3) Provided was a listing of Brown Bag Lunch Trainings (12:00 noon to 1:00 pm) conducted through the end of the review. Registration is required and is free to Board members.
- 4) Walk for Suicide Prevention is scheduled for Sunday, October 13<sup>th</sup> at East China Park.
- 5) List of Upcoming Trainings through the end of the year. Registration is required.

B. Community Mental Health Association Business

1. Weekly Update

Provided for information.

2. Fall Conference

If you are interested in attending the Fall Conference to be held October 21 & 22, 2019 at the Grand Traverse Resort please let Lori know.

C. MDHHS Director Letter re: Lakeshore Regional Entity

Provided was the letter and resolutions that was sent to the MDHHS Director, Mr. Robert Gordon, regarding our opposition to what is occurring with Lakeshore Regional Entity. Copies were also sent to the Governor and our local legislators. Ms. Johnson attended the Eggs & Issues sponsored by the Chamber of Commerce and presented this issue to those legislators in attendance. Mr. Hrit, from Senator Peter's office, requested that the letter be sent to him. Ms. Johnson also attended a CCBHC workshop in Flint where Senator Debbie Stabenow was presenting and when questioned about Section 298 Senator Stabenow stated that she was not an advocate for this and felt the public mental health system needed to stay public.

D. Updates from Senator Debbie Stabenow

Provided was a handout from Senator Debbie Stabenow on initiatives she is supporting. She continues to fight for the continuation of the CCBHC and believes she is very close! She is also trying to lower the costs of prescription drugs, expansion of healthcare; lowering the cost of Medicare, to name a few.

E. Statewide Needs Assessment

This was presented to the Advisory Council. It started September 1<sup>st</sup> and runs through February 29, 2020. Persons with a disability or a friend or family member of someone with a disability are encouraged to complete the survey. Hopefully it will lead to additional funding.

F. "In the Know" Newsletter

Provided for information was the September Edition of the "In the Know" newsletter.

Mr. Armstrong left at 7:19 pm.

G. Other

- Ms. Johnson will be meeting with Bryce Airgood, Times Herald news reporter on October 2<sup>nd</sup> to provide an overview of services offered by CMH.
- Children's Services Building Update: The Township has given the date of October 1<sup>st</sup> for occupancy of the building on 24<sup>th</sup> Street. An Open House is scheduled for November 13<sup>th</sup> with a ribbon cutting conducted by the Chamber of Commerce. Specific details to follow.
- The closure on the sale of the Allen Road home has occurred.
- We have a signed offer letter from Dr. Ali. He is still working on his residency in South Dakota until June 2020. We are working with the immigration attorney.
- Thank you cards were received from Beautiful Me girls who attended a meeting that was held here at CMH and received a tour and presentation of mental health. We will be working with a Beautiful Me for girls we serve here at CMH regarding self esteem. This consists of 4 – 2 hour sessions.

X. BOARD FORUM

A. Advisory Council Meeting Minutes (07/24/19)

Chairman Thomson reported that the Advisory Council is considering moving to iPads for their meetings.

B. Veteran's Services

Ms. Jowett-Lee stated that she needed assistance with Veteran's Services and called here to speak with Ms. Wendy Martindale whom she found to be extremely helpful!

XI. CLOSED SESSION

It was moved by Mr. Rieves, seconded by Mr. Paulus, to move into Closed Session to discuss a personnel matter. **MOTION CARRIED**

The Board moved into Closed Session at 7:29 pm.  
The Board resumed into Regular Session at 7:31 pm

XII. 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 7:32 pm.

Respectfully submitted,

Lorene Ballor-Gauthier  
Recording Secretary