

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

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GROUP MEETING: SCC Community Mental Health Board  
 SUBJECT: Regular Meeting  
 PLACE: St. Clair County Community Mental Health  
3111 Electric Avenue, Port Huron  
 DATE: February 2, 2021  
 TIME: 6:00 p.m.  
 PRESIDING: Nancy Thomson, Chairman

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## PRESENT:

CALL/VIDEO IN: L. Ames, J. Bligh, J. Jowett-Lee, M. Partipilo, J. Platzer, M. Paulus, E. Priemer, K. Schieweck, J. Totty, A. Tucker, N. Thomson

ABSENT: A. Essian

ALSO PRESENT: Guests Video Conference: R. Kiehler  
Staff: K. Farr, K. Gallagher, D. Johnson, T. Pingitore, T. Goyette

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chairman Thomson. Ms. Totty was welcomed as the newest member of the SCCCMH board.

II. CITIZENS WISHING TO ADDRESS THE BOARD – NoneIII. AGENDA CHANGES – NoneIV. PRESENTATION OF PREVIOUS MEETING MINUTES

A. It was moved by Ms. Partipilo, seconded by Mr. Priemer, to approve the minutes of the January 19, 2021 meeting of the SCCCMH Board. A roll call vote took place and all members were in favor. **MOTION CARRIED**

V. PRESENTATION OF RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

A. It was moved by Mr. Priemer, seconded by Ms. Ames, to approve the December 2020 Receipts/Disbursements and Electronic Transfers, as presented. A roll call vote took place and all board members were in favor. **MOTION CARRIED**

VI. PRESENTATION OF BILLS TO BE PAID

It was moved by Ms. Jowett-Lee, seconded by Ms. Partipilo, to approve the Bills to be Paid for January 2021 in the total amount of \$1,418,198.60, as presented. There was discussion regarding payment to USA Today Network and Walmart Community. A roll call vote took place and all board members were in favor of approving the Bills to be Paid. **MOTION CARRIED**

VII. ITEMS FOR ACTION

A. 24<sup>th</sup> Street Parking Lot

Ms. Farr presented that we are finalizing financing options for the 24<sup>th</sup> Street parking lot. The cost to build the new lot and the refurbish the existing lot is estimated at approximately \$500,000. Our options for financing this project include utilizing the funds from the Building Reserve Fund or financing through Northstar Bank, the current mortgage holder of the 24th Street Building. The intent of the Building Reserve Fund was to set aside funding for anticipated periods of negative cash flow resulting from the difference between the allowable interest and depreciation expense and the annual principle and interest payments, and to fund ongoing expenses such as building repairs. The negative cash flow years have begun and it is in our best interest to reserve the funds for the intended purpose and not draw on the reserve to finance the parking lot project. Our other option is to obtain additional financing from Northstar Bank. We have the ability to secure a Note with a term of 3-5 years at an interest rate of 3.25% - 3.75%, depending on the term of the loan. Utilizing Northstar Bank is the best option due to Northstar Bank being the lender for the property. The bank will want the building as collateral. The project should begin early spring, weather dependent.

It was moved by Ms. Ames, seconded by Mr. Schieweck, to approve the cost to build the new lot and refurbish the existing lot through Northstar bank estimated at approximately \$500,000.00, as presented. **MOTION CARRIED**

B. Region 10 PIHP/St. Clair CMHA FY21 Contract for Medicaid Services

Ms. Pingitore presented the Region 10 PIHP/St. Clair CMHA FY21 Contract for Medicaid Services. The contract is for nine months. The board was provided with a summary of the changes made in this year's Medicaid contract. The FY21 contract boilerplate and attachments have been completely restructured and modified with new sections, numbering, formatting and language.

Ms. Pingitore noted that there were no substantial changes to the contract and asked the board if they had any questions. Hearing none it was moved by Ms. Jowett Lee, seconded by Mr. Priemer that the Region 10 PIHP/St. Clair CMHA FY Contract for Medicaid Services be approved, as presented.

**MOTION CARRIED**

VIII. INFORMATIONAL ITEMS

A. Funding Bucket Report

Ms. Far presented the December FY 21 Funding Bucket Report

- Year-To-Date Expenditures are running approximately \$1,800 over the Original Budget.
- Payroll costs are running approximately \$306,000 under the Original Budget. Mainly in CCBHC and Adult Services.
- Contractual costs are running approximately \$248,000 over the Original Budget. Mainly in the Autism department and CCBHC.
- Residential and Supported Housing running approximately \$145,000 over the Original Budget.
- Hospitals are running approximately \$164,000 over the Original Budget.
- Technology, Software, Network expenditures and building related expenditures are collectively running approximately \$94,200 under the Original Budget.

Region 10 PIHP Contract Funding

- YTD Medicaid Expenditures are running approximately \$261,000 over the Original Budget, with a YTD deficit of approximately \$258,000.
- YTD HMP Expenditures are running approximately \$10,000 under the Original Budget, with a YTD Surplus of approximately \$12,000.

The Total YTD Net Deficit due from Region 10 PIHP Funding is approximately \$246,000.

St. Clair CMH GF Contract Funding

- YTD GF Expenditures are running approximately \$177,500 under the Original Budget with a YTD surplus of approximately \$266,500.
- YTD COFR Expenditures are running approximately \$80,000 under the Original Budget. Deficit spending of approximately \$24,000 covered by Medicaid.

The Total YTD Net Surplus for St Clair CMH GF Contract Funding is \$226,500. \$80,371 maximum to be carried forward to FY 2022.

St. Clair CMH Other Funding

- YTD Expenditures for Earned Contracts are running approximately \$82,500 under the Original Budget, with no YTD deficit.
- YTD Local / Other Expenditures are running approximately \$23,500 over the Original Budget, with a YTD Surplus of approximately \$51,000.
- YTD CCBHC Expenditures are running approximately \$47,000 over the Original Budget. Redirected SUD deficit of \$59,000 is being covered by CCBHC funding.
- YTD SUD Expenditures are running approximately \$20,000 over the Original Budget, with a YTD deficit of approximately \$59,000 covered by CCBHC funding.

Ms. Johnson informed the board that right now the Direct Care Worker increase is a top priority. Governor Whitmer wants the Direct Care Worker wage increase that occurred as a result of the COVID-19 pandemic, to be set as standard. Ms. Farr stated that currently there is a funding stream that supports this. After that the money for the increase would come out of Medicaid surplus.

B. Program Operations

1. EOM/TOM

Ms. Gallagher provided an overview of the Employee and Team of the Month for October and November.

October:

Employee of the Month: Rachael Chapman. Throughout her tenure at CMH, Rachael Chapman has enthusiastically gone above and beyond expectations when faced with assisting people she serves in unusual and challenging circumstances. Examples include doing a great deal of extra work to assist a person who was incorrectly declared dead, which resulted in a loss of income and health insurance. During this time she also ensured the person continued to receive vital medications that had been covered by her now cancelled insurance and which she couldn't afford out of pocket. In another instance, Rachael filed a complaint at the state level on behalf of an individual who was being denied parenting time based on a mental health diagnosis. Most recently, about six months ago a person with whom Rachael works received a bill for over \$40,000 from the state of Michigan. This was the result of the individual being in an institutional setting several years ago. As he was forced to make monthly payments, this created a significant financial hardship. Rachael advocated for him at the state level, the result that he was

recently notified that not only was the debt being erased but that he would be refunded the amount he had already paid to the state. For her commitment to and advocacy for the individuals she serves, Rachael Chapman has been named St. Clair County Community Mental Health's October Employee of the Month.

Team of the Month: OBRA and OTs: Our OBRA staff help people receiving services who live in nursing homes live productive lives as they pursue their recovery goals. Our occupational therapists work with individuals we serve who are injured, ill, or disabled to help them develop, recover, improve, and maintain the skills they need for daily living and working. Both are challenging and require dedication and perseverance on the part of CMH staff.

This has never as true as during the COVID-19 pandemic. While all direct care CMH staff has had to navigate changes in how to provide services to individuals they serve, the OBRA and Occupational Therapist teams faced unique challenges as they had to work through much of the pandemic with little to no access to nursing home or patients. However, throughout this time they were extremely creative in devising methods to get their work done. Among other solutions, the OBRA team used were "window visits," persistent phone contacts, even when the individual attempted to disengage, and letters to nursing homes relating potential triggers. In September, when additional restriction were put in place that prevented them from entering any facility without a weekly COVID test, these staff immediately determined the logistics and accepted the necessity of often unpleasant weekly COVID tests and documentation.

Our Occupational Therapists were also restricted from seeing many of their people and not allowed into programs and even into homes. Despite these challenges they were able to get several people equipment they needed, to provide training on porches and in driveways, to deliver numerous items to individuals in need, and to get people with lifts and other devices assistant in getting replacement or repairs. Individuals in the Life Skills program who could benefit from MOVE were identified and MOVE applicants at Community Enterprises were monitored, with staff trained as necessary. For dedication, perseverance, and creativity in continuing to provide critical services during the pandemic, Linda, Cortney, Melissa, Pat, Steve, Danielle and Ashley have been named St. Clair County Community Mental Health's October Team of the Month.

November:

Employee of the Month: Steve Schwabaur. As an Occupational Therapist, Steve routinely helps individuals develop, recover, improve, and maintain the skills they need for daily living. This is both a challenging and rewarding endeavor. This has been even truer during the pandemic, where, working remotely, Steve has found ways to ensure that people's needs continued to be met. An example of Steve's dedication and innovative approach is related in a recently received letter from Stonybrook Group Home. The letter praises Steve for continuing throughout the pandemic to forge and strengthen relationships with staff that benefit the individuals Steve works with by providing greater depth of knowledge of their needs, for always responding promptly to communications from staff and individuals he serves, and for ensuring everyone had the equipment they needed and that it was kept in good repair. Several specific examples highlighted Steve's eagerness to always go the extra mile, including his locating and personally delivering a floor lift on the same day Stonybrook's ceiling lift failed. Another example is his scheduling an appointment for an individual with Wright and Filippis, a provider of

prosthetics, orthotics and accessibility solutions, at Stonybrook instead of their offices, a first for the group home.

For his commitment to deliver this same high level of care to everyone he serves and for his innovative and energetic response to the challenges posed by COVID-19, Steve Schwabauer has been named SCCCMH's November Employee of the Month.

Team of the Month: CIS & Clinical Staff. Community Integration Services (CIS) promotes greater choice, meaningful activities, increased self-sufficiency and community participation to individuals who exhibit the most serious of challenging behavior and experience the greatest impairment in functioning, by providing life skill development, sensory integration and socialization opportunities within individualized treatment plans. Obviously, COVID-19 restrictions created enormous challenges in continuing to provide these critical services. Thankfully, this flexible and creative team, while respecting each individual's unique needs, came together to get as many individuals as possible to return to the CIS program. Staff were integrated into group homes, adapted favorite activities to meet COVID-19 requirements, and worked to prep individuals who weren't quite ready to return with ideas to maximize the positive chances of a safe transition back.

Throughout, this team never lost their positivity or forgot their mission to improve the lives for the people we serve.

In recognition of their creativity, innovation and teamwork that allowed support, community inclusion and meaningful activities to continue for one of the populations we serve with the greatest needs, Donna, Ellen, Ryan, Karen, Micaela, Brian, Tina, Gina, Carlos, Tony, Marty, Marissa, Damion, Brian, Mason, Ben, James and Diane have been named SCCCMH's November Team of the Month.

2. Program Updates

Ms. Gallagher provided an update of happenings within CMH Programs. Clinicians at Yale and Marysville schools have begun seeing more kids. Students at those schools can be seen by a CMH clinician regardless of insurance. We are hopeful that this service will be able to be expanded to other local schools, providing the schools are on board.

Ms. Gallagher reported that the Next Step program is up and running. The Next Step program offers services that are less intensive than services received from the ACT team, but more intensive than Outpatient services.

C. Administrative Operations Support

Ms. Pingitore provided a quick update on the new board policy approval procedure. Ms. Goyette will send out direction to the board on how to access the policies that are up for review.

D. Region 10 PIHP Update

1. Board Meeting Minutes

Mr. Priemer stated that the minutes provided for the Region 10 Board meetings for January 2021 properly reflect what took place at the meeting.

IX. DIRECTOR'S REPORT

A. Community Education / Public Relations Report & Upcoming Trainings

Ms. Johnson presented on what Community Related activities CMH has been participating in.

Social Media:

- Facebook: Page Likes: 2,803
- Instagram: Followers: 114
- LinkedIn: Followers: 77
- YouTube: Subscribers: 33
- Website: Page Views: 13,020

Ms. Johnson shared with the board different marketing ideas being looked into. Revamping billboards and radio spots was discussed.

B. Community Mental Health Association Business:

1. Weekly Update

The CMHA Weekly Updates are available online for board member review. Ms. Johnson shared that Director Gordon has resigned.

C. COVID Updates

Ms. Johnson stated that staff have started receiving the COVID-19 vaccine. Currently there are 243 CMH Staff have been vaccinated, and 123 staff do not want to receive the vaccine at this time.

D. Other

- A. Ms. Johnson announced that CMH is in the process of developing a Mental Health training for specific to coaches working with athletes.

X. BOARD FORUM

A. Advisory Council Meeting Minutes

The Advisory Council met and attendance was a combination of in person and virtual. The minutes properly reflect the meeting.

B. Nominations Committee Appointments

Currently there are three Officer positions becoming available beginning April 1, 2020. The three positions needing to be refilled are Chairman, Vice Chairman and Secretary / Treasurer. All currently appointed board members may remain in their current positions.

Volunteering to serve on the Nominating Committee were Ms. Ames, Ms. Bligh and Ms. Jowett-Lee. The proposed Slate of Officers will be brought back to the Board at its March meeting.

XI. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

Wait times at McLaren Port Huron Hospital were discussed. It was agreed that the wait times were an issue, but that it is a state wide issues that the CMHs do not have control over. McLaren Port Huron Hospital has its own Recipient Rights department and if an individual has a concern there, they may file a complaint.

XII. ADJOURNMENT

It was moved by Mr. Paulus, seconded by Ms. Partipilo, to adjourn. **MOTION CARRIED**. With no further business to discuss the meeting was adjourned at 7:09 pm.

Respectfully submitted,

Tracy Goyette, Recording Secretary