

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
 DATE: June 1, 2021
 TIME: 6:00 p.m.
 PRESIDING: Nancy Thomson, Chairman

CALL/VIDEO IN: J. Bligh, Ruby, Michigan; C. Cutright, Fort Gratiot, Michigan; J. Jowett-Lee, Marysville, Michigan; M. Partipilo, Lakeport, Michigan; M. Paulus, Port Huron, Michigan; E. Priemer, St. Clair, Michigan; T. Essian, Gaylord, Michigan; A. Tucker, St. Clair, Michigan (Arrived at the meeting at 6:16 p.m.)
 IN PERSON: N. Thomson, L. Ames,
 ABSENT: K. Schieweck, J. Totty
 ALSO PRESENT: Guests Video Conference: R. Kiehler, Innovative Housing
 Staff Video Conference: M. Measel-Morris
 Staff In Person : D. Johnson, T. Duncan (Présentation only), K. Gallagher, T. Pingitore, K. Farr, M. Cameron

I. CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Chairman Thomson. The meeting is taking place with the majority of the participants being virtual due to the State of Emergency that exists in St. Clair County as a result of the COVID-19 pandemic.

II. CITIZENS WISHING TO ADDRESS THE BOARD - None

III. PROGRAM PRESENTATION – OBRA AND MENTAL HEALTH COURT – T. DUNCAN

Ms. Tracy Duncan, Assistant Division Director and Supervisor of OBRA and Mental Health Court, gave an overview of both programs.

IV. AGENDA CHANGES – None

V. PRESENTATION OF PREVIOUS MEETING MINUTES

A. Regular Board Meeting Minutes – May 4, 2021

It was moved by Mr. Priemer, seconded by Ms. Ames, to approve the Regular Board Meeting Minutes of May 4, 2021, as presented. **MOTION CARRIED**

VI. PRESENTATION OF RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

A. April 2021 Receipts/Disbursements & Electronic Transfers

It was moved by Mr. Essian, seconded by Ms. Jowett-Lee, to approve the Receipts/Disbursements & Electronic Transfers for the month ending April 30, 2021, as presented. **MOTION CARRIED**

VII. 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 May in the amount of \$746,089.03, as presented. **MOTION CARRIED**

VIII. ITEMS FOR ACTION

A. Board Policies for Approval

Ms. Pingitore stated there is a memo in today's packet regarding Policy and Procedures of 6 Board policies. The strikethrough and finalized versions were available electronically to view. We ask that the Board approve the updated policies.

It was moved by Mr. Essian, seconded by Ms. Ames, to approve Board Policies, as presented. **MOTION CARRIED**

B. Board Resolution 21-01: Oppose Shirkey and Whiteford Proposals

Ms. Johnson stated the Board Resolution 21-01 is very similar to the resolution that the Board approved in 2016 to oppose language in Section 298. The Board Association has asked that we ask our Board as well as our commissioners to pass resolutions opposing Shirkey and Whiteford Proposals and send it to them. Instead of doing 2 separate resolutions for two proposals (Senator Shirkey Republican Majority Leader and Representative Whiteford) we addressed both proposals in the resolution. Senator Shirkey's proposal is gearing towards integration and privatization of mental health services. Representative Whiteford's proposal is hundreds of pages requiring changes in both the Mental Health Code and the Social Welfare Act that would allow privatization. Ms. Johnson said this will effect CMH, currently they have to change the Mental Health Code and the Social Welfare Act by law to be allowed to make any changes. This would transfer all Medicaid and Healthy Michigan funding for anyone receiving services to private entities with no accountable to the St. Clair County Board of Commissioners and CMH Board. It will also eliminate all the money for specialty services with no accountability to anyone served in this community and their families. As well as Region 10 would be eliminated. This proposal would eliminate the distinction that currently exists between Community Mental Health and all other service providers to ensure that the people being served are protected (CMH is to be the "safety net") and getting appropriate mental health services. Ms. Johnson is asking for support and approval of the Board Resolution 21-01. She has also sent this proposal to Commissioner Jeff Boehm and Commissioner Georgia Baldwin and she is expecting that to come through after their next Board meeting. Mr. Essian asked if this proposal went through would there be no need for CMH Board. Ms. Johnson replied no, she believes there would be a Board but the Board would not have the authority that it has now, and the Boards authority now is given by the County Board of Commissioners because they appoint the CMH Board members to positions to oversee the operations of CMH in St. Clair County. There would be multiple entities that would oversee whoever is being seen by their plan with no accountability. Now with the behavioral health plans the people they are seeing with mild to moderate mental health issues are not being seen as often as they should and many end up coming to CMH.

It was moved by Ms. Jowett-Lee, seconded by Mr. Essian, to approve Board Resolution 21-01, as presented. **MOTION CARRIED**

Discussion: Ms. Jowett Lee commented that working in a agency that helps mild to moderate clients we rely on CMH a lot and can't imagine services being privatized and what that would do to our community.

IX. INFORMATIONAL ITEMS

A. Finance – K. Farr

1. April 2021 Funding Bucket Report and Financial Statement

Ms. Farr presented the Funding Bucket Report for the 7 Month Period of October 1, 2020 through April 30, 2021. This is our actual compared to the original budget, we were waiting for Region 10 Board to approve our revised budget which they did at their last meeting.

Highlights included:

- Year-to-Date Expenditures are running approximately \$477,000 over the Original Budget.
- Payroll costs are running approximately \$305,000 under the Original Budget. Mainly in the CCBHC and Adult Services.
- Contractual costs are running approximately \$545,000 over the Original Budget. Mainly in the Autism department and CCBHC.
- Residential and Supported Housing running approximately \$560,000 over the Original Budget due to the Direct Care Worker premium.
- Contract Agencies, Outpatient and Self Determination are running approximately \$116,000 under the Original Budget.
- Hospitals are running approximately \$63,000 over the Original Budget.
- Technology, Software, Network expenditures and building related expenditures are collectively running approximately \$270,000 under the Original Budget.

Region 10 PIHP Contract Funding

- YTD Medicaid Expenditures are running approximately \$1,146,000 over the Original Budget with a YTD deficit of approximately \$1,158,000. This is compared to the Original Budget. The Direct Care Worker premium and the Autism services that weren't in the Original Budget are the major cause of the overspend.
- YTD Healthy Michigan Program Expenditures are running approximately \$59,500 under the original budget, with a YTD Surplus of approximately \$67,000.

The Total YTD Net Deficit due from Region 10 PIHP Funding is approximately \$1,091,000.

St. Clair CMH General Fund (GF) Contract Funding

- YTD GF Expenditures are running approximately \$22,000 under the Original Budget with a YTD surplus of approximately \$101,000. This will be utilized for CCBHC individuals.
- YTD County of Financial Responsibility (COFR) Expenditures are running approximately \$137,000 under the Original Budget. Deficit spending approximately under \$74,000 covered by Medicaid.

The Total YTD Net Surplus for St. Clair CMH GF Contract Funding is \$101,000. Our maximum to be carried forward to FY 2022 is \$80,371.

St. Clair CMH Other Funding

- YTD Expenditures for Earned Contracts are running approximately \$146,000 under the Original Budget, with no YTD deficits.
- YTD Local/Other Expenditures are running approximately \$114,000 over the Original Budget, with a YTD Surplus of approximately \$48,500.
- YTD CCBHC Expenditures are running approximately \$487,000 under the Original Budget. The Redirected SUD deficit of \$137,000 is being covered by CCBHC funding.
- YTD SUD Expenditures are running approximately \$61,000 over the Original Budget, with a YTD deficit of approximately \$137,000 covered by CCBHC funding.

Financial Statement

Ms. Farr overviewed the Preliminary Financial Statements as of April 30, 2021 which are unaudited. On the Statement of Net Position – Summarized our total current asset for our Mental Health Operating is \$11,933,106 which is sufficient to cover our total current liabilities which is \$8,475,000, so our total Net Position is to the good by \$3,500,000. If you add in the other Non Current Asset of \$6,088,552, and our Net Deferred (Inflow)/Outflow of Resources of (\$228,940), and our Long – Term Liabilities Revenue of \$9,114,000 our net position is just over \$200,000, in our Mental Health Operating. We have a net position of \$2,400,000, in Internal Services Funds with a total of \$2,600,000.

Ms. Farr also overviewed the Revenue, Expenses and changes in Net Position for the seven months ended April 30, 2021. The Year to Date Actual is \$39,228,799, compared to our Year to Date Budget \$39,995,541, is under budget by \$766,742, this is related to the CCBHC and our County of Financial Responsibility. Our Operating Expenses Year to Date Actual is \$40,096,288, as compared to the Year to Date Budget which is \$39,615,915. We are running slightly over budget by \$480,376. Our net operating loss is \$867,489 through April 30, 2021.

2. Community Foundation Fund Statement

Ms. Farr reported that our beginning balance of the Fund Activity for the first quarter of 2021 as of January 1, 2021, we were just under \$152,000 in our Endowment Fund. After additional funds with unrealized and realized gains, interest and invested income and gifts, a total of \$8,082.42, and expenses of \$649.00, there was a balance as of March 31, 2021 of \$159,000.

B. Program Operations Updates – K. Gallagher

1. EOM/TOM

Employee of the Month: Ms. Gallagher reported on Friday, February 5th Pat Parise an Occupational Therapist here at CMH was contacted by Thornhill Home, all of the residence of the group home require a lift to be transported and that lift broke. Ms. Parise who was working from home, drove to get the lift part, brought it to the group home, made sure it was put in correctly so that all the residents would have transportation and have safe and appropriate care. That day was also a bad weather day that we did not offer transportation, this is done whenever the School District and or Woodlands close. Ms. Parise is the February Employee of the Month.

Team of the Month: The ABA Staff is the Team of the Month, these employee's work with kids that have autism up to age 5. Every day the ABA team demonstrates great teamwork as they help prepare participants in the program to achieve life-changing skills that will allow them to better function in their respective worlds. This teamwork has been better than ever

even though COVID-19 required many necessary modifications to the ABA Program. This program has very small classrooms so working one on one created a challenge and having the kids they work with wear masks was another challenge. When it was reopened there were programmatic changes that they had to be dealt with it to ensure safety. In recognition of the resolute determination, exemplary teamwork, and commitment to their mission, The ABA Team has been named SCCCMH's February Team of the Month.

Recovery Court

Recovery Court is for people with Substance Use Disorder who have legal challenges that makes them eligible. This is a grant that CMH has had approximately one year. We work with Judge Monaghan who runs the Recovery Court and provide clinical services. CMH just resubmitted for this grant and Ms. Gallagher stated she will update the Board at the next meeting on the status of the grant.

2. CIS Program

CIS (Community Integration Services) is back to fully working. Because of COVID-19 we had to close off and on. Most of the staff and people we serve have been vaccinated.

3. Recruiting Efforts

Ms. Gallagher stated that we are struggling to fill vacant position for Master Level Clinicians. Our HR Team is recruiting heavily for Master Level people to work at CMH. We have had 5 recent interviews that are very promising. If you know anyone with a Master in Social Work, LLP or Counseling we have openings. Ms. Johnson also mentioned that currently we are working with the Union, Local 3385, to offer a two tier salary scale for Master Level Social Workers to offer them more depending on their skill level and experience. We are waiting for the Union to vote on this. Also, if anyone knows school social workers that are off for the summer and would be interested in working for us we are flexible with the hours. This would be very helpful.

C. Administrative Services

1. Human Resources Department Update

Ms. Johnson reported that on May 19th our Human Resource Director, Jim Stoutmeyer resigned. Immediately she gathered for a meeting with Kim Prowse, Tracey Pingitore and Jody Kruskie to decide the best way to handle the vacancy and the tasks he was doing. For now Kim Prowse will be the primary person for Human Resource tasks and will report to Ms. Johnson in that capacity. Ms. Prowse came at an opportune time because we needed psychiatric recruitment. She is still the liaison to the prescribers and reports to Ms. Pingitore for anything related to the prescribers. Ms. Prowse stated she and Ms. Johnson went through the list of different job tasks. She is excited to fill in the best she can. Ms. Johnson stated that she will keep the Board posted.

2. Board Policies for Review

Ms. Pingitore stated there is memorandum in tonight's packet from Policy and Procedure Review listing the 9 Board policies on schedule for review. There is a link provided for the Board to review the policies. Feedback is due on or before Friday, June 11, 2021, to Tracy

Goyette. They will route through the normal process and come August, Tracey will bring these policies back for approval.

3. NorServ Update

Ms. Pingitore stated that CMH was contacted by the State Attorney General letting us know that they were investigating NorServ as a provider of the School for Success services which is a truancy program that they provide. The issue being investigated is when NorServ provided service they billed the code HOO25. This code can only be used one time, per day, per student. They may provide multiple contacts a day with multiple services for a student but they were only supposed to bill one time. When we were notified we contacted Norserv and ceased any new referrals to them while we investigated this further. For the cases that were currently open we wanted to make sure they were following the one time billing per day for that code. When we did our own investigation we looked back to when their current contract started in 2014 and identified approximately 1600 incidents of exceeding the maximum thresholds of one service per student per day which resulted in a lot of dollars being involved. Ms. Pingitore consulted with Region 10 regarding difficulties we may experience with voiding/backing out encounters in the past fiscal years. We conducted a chart review of all currently open cases and developed a plan of correction with NorServ relating to timely signature and adequate and complete documentation. Ms. Pingitore will keep the Board informed as more information is available. We did a case by case review and found a few areas that needed adjustment. We will do a RFP to see if there is another provider that may be interested in providing the School for Success program. Mr. Premier asked if our computer system has a way to indicate that too many services were given. Ms. Pingitore replied it does but that was not turned on in our system, but we now have it on now. Ms. Johnson stated that we have revamped the contracts to have the level of specification on code use and restrictions that was needed. We cleaned up a lot of processes as a result. Ms. Jowett-Lee said this was the second time we had an issue, do we not have any other agency we can contract with. Ms. Johnson replied that the last issue was more of a paperwork issue. On the positive side, RESA gives us good feedback about their work and that they are terrific with kids that are truant. Ms. Jowett-Lee agreed they do provide a great service but this is the second time with them and it's concerning. Ms. Gallagher said we would definitely monitor this very closely because we don't want the problem to grow. Ms. Partipilo asked if they were being investigated because the Attorney General thinks they were being fraudulent or just a legitimate mistake. Ms. Pingitore said it was the feeling from the Attorney General that it was a mistake and there was no intent to defraud anyone. Ms. Johnson said they asked what we thought and we told them we do not think it was an attempt to defraud the Medicaid system it was just a mistake, due to lack of understanding of the threshold limit.

D. Contract Management

1. RFP – School for Success Services

Ms. Measel Morris stated CMH did a RFP that will be due on July 9, 2021, at 4:00 p.m. for School for Success Program to prevent truancy. This RFP will include credentialing, description of their program, staff, costs and other requirements.

E. Region 10 Update

1. Region 10 Board Meeting

Mr. Priemer reported that we are lapsing money because of the high volume of Medicaid eligible folks, with that amount growing higher due to COVID-19. The internal fund account has been fully funded. The CFO's are talking with Richard Carpenter and lapsing close to 20 million dollars. In the Board Meeting Minutes in Section V.B. Region 10 approved \$500 recognition payment to be passed along to providers to give out at their discretion for staff working during COVID-19. Next meeting is in a couple weeks.

X. DIRECTOR'S REPORT

A. Community Education / Public Relations Reports

Ms. Johnson reported May is Mental Health Month – There was a lot of training including:

- Law Enforcement New Hire Training presented by Adrienne Luckenbacher and Bill Slusher.
- Michele Mazzara and Krystal Nowak who are Clinicians at CMH presented a training on COVID-19 Exhaustion: Navigating Fear, Frustration and Worry Trainings.
- Ms. Johnson and Ms. Gallagher did a presentation at Harbor Oaks Hospital which included topics such as; What is a CMH, SCCCMH supports and services, etc.
- Amy Smith an Assistant Division Director here at CMH presented: Pandemic Fatigue: What Can I Do About It?
- There was a 2nd COVID-19 Vaccine clinic and we continue to offer the vaccine from 9:00 a.m. – 4:00 p.m. every day here at CMH with no appointment needed.

B. Community Mental Health Association Business

1. Weekly Update – website link

June is Men's Health Month. Deb has working with Kevin Totty on what kind of speakers would draw men to the Men's Health Series. It started on a heavy focus on minority men, specifically African American men but the more we talked its most men regardless of color. Kevin Fisher is the Executive Director for NAMI and will be presenting Session 1: Eliminating Toxic Masculinity. This will be on Thursday, June 17, 2021 at 6:30 – 8:00 p.m. at the Municipal Office Center at the City Building. There will be 5 series in total presented. This is free of charge.

The BW Race Series will begin soon. The first race is the Artful Dodger on June 26th, then the Pickerel Run and others. We are now doing our Run for Recovery race on October 9th which is the kick off for Mental Health Awareness week.

There is Board Association weekly update. The link was provided.

- C. COVID-19 Updates
- D. Modern Health Care – Best Places to Work

Ms. Johnson discussed both C. COVID-19 Updates and D. Modern Health Care – Best Place to Work together. As part of the Modern Health Care - Best Place to Work contest an email survey was sent to about 250 staff about their thoughts on working at CMH. They were asked about the Agency's COVID response and we are pleased with the results. 93% agreed or agreed strongly that CMH handled COVID-19 well. 91% agreed or strongly agreed that the organization cared for its employee's wellbeing during COVID-19. There were many more questions. Overall Ms. Johnson is happy with the outcome. We will be featured in Modern Health and receive a plaque.

On that same note, the Times Herald held a contest to vote for the “best place to work” and we were in the top 5. CMH does its best for all of their employees. We have a COVID-19 Response Plan, every site has a COVID Coordinator and still no one has gotten COVID from being in the CMH buildings that she knows of. Staff have been good following the rules that if you are not vaccinated masks are mandatory. There are 70% of our employees vaccinated.

- E. Section 298 Advocacy Efforts

Discussed earlier.

- F. Other

Ms. Johnson gave an update on the parking lot at the Children's building. Mike Klemmer stated at this point we are on track to start construction in mid-August. This is based on an estimated review time of 30 days for the St. Clair County Road Commission and Port Huron Township site plan approval. If we were to get an unusually quick review time from both of those agencies, we would be able to get the project advertised and on the agenda for July 6 SCCCMH Board of Directors meeting, but he thinks that is highly unlikely. The tentative dates are as follows:

- 5/25/2021: Plans submitted to SCCRC and PH Township
- 6/25/2021: Township & Road Commission Approval (tentative)
- 6/30/2021: Advertise for Bids
- 8/1/2021: Bid Opening
- 8/2/2021: Letter of Recommendation
- 8/3/2021: SCCCMH Board of Directors Meeting – Award Contractor
- 8/16/2021: Work begins

The Annual Report is available. The theme this year was “Hope Lives Here”, and our winning artwork is on the cover of our Annual Report. If anyone has a place to put the winning poster in your place of work that would be appreciated. Amazing art work, great lititure.

Ms. Partipilo asked if Dr. Sial has definitely accepted the position? Ms. Johnson responded that she has definitely accepted the position and is moving here June 15th and starting on July 1, 2021. She is moving here from Georgia. We will have her attend a board meeting so everyone can meet her. Also, Dr. Saeed is returning to work in the office at least 1-2 days a week soon.

XI. BOARD FORUM

A. Advisory Council Meeting – No Minutes

The Advisory Council will be meeting every other month. This started during COVID-19 there were not many items to cover at the meeting monthly.

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

XIII. ADJOURNMENT

It was moved by Mr. Paulus, seconded by Ms. Jowett-Lee, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 7:28 pm.

Respectfully submitted,

Marcy Cameron
Recording Secretary