

Northeast Michigan Community Mental Health Authority Board

Board Meeting

January 9, 2020

Just prior to the Board meeting, Mark Hunter submitted his letter of resignation.

I. **Call to Order**

Chair Eric Lawson called the meeting to order in the Board Room at 3:00 p.m.

II. **Roll Call and Determination of a Quorum**

Present: Lester Buza, Bonnie Cornelius, Steve Dean, Roger Frye, Judy Jones, Albert LaFleche, Terry Larson, Eric Lawson

Absent: Pat Przeslawski (excused)

Staff & Guests: Lisa Anderson, Dennis Bannon, Carolyn Bruning, Lee Ann Bushey, Connie Cadarette, Lynne Fredlund, Larry Patterson, Margie Hale-Manley, Ruth Hewett, Nena Sork, Jen Whyte

III. **Pledge of Allegiance**

Attendees recited the Pledge of Allegiance as a group.

IV. **Appointment of Evaluator**

Eric Lawson appointed Albert LaFleche as evaluator for this meeting.

V. **Acknowledgement of Conflict of Interest**

Board members had no conflicts to acknowledge.

VI. **Information and/or Comments from the Public/ Board Member Communication**

There was no information or comments presented.

VII. **Approval of Minutes**

Moved by Steve Dean, supported by Gary Nowak, to approve the minutes of the December 12, 2019 meeting as presented. Motion carried.

VIII. **Educational Session – Agency Oversight, Audits**

Lynne Fredlund QI Coordinator, provided Board members with information related to the various audits and oversight processes the Agency uses in their guidance. Lynne provided structure utilized in governance and the tasks each group oversees. Guidance is provided by various agencies – State contract, Mental Health Code, Medicaid Manual, CARF and the PIHP among others. She reviewed the various technical advisories and mandates the Agency must adhere to. She notes there are overlaps with the various agencies but, in essence, every aspect of service provision and all mandates are identified at some point.

Community Mental Health Boards must apply to MDHHS to be certified to provide services. If a Board is accredited by an accreditation provider, MDHHS will accept this as part of the authorization process. This reduces the amount of time the Department needs to look at services.

Lynne noted MDHHS establishes performance indicators and will monitor the agency based on these indicators to assure services are being provided timely. If an Agency does not attain

compliance in an indicator, a plan of correction must be submitted and improvement will be tracked.

MIFAST Reviews look at various programs. The state hires peers to conduct this review so valuable input is received to improve programs. There are also offsite and onsite reviews conducted. The Agency recently conducted a review in the Habilitation Supports Waiver/SED Waiver and Children's Waiver Review. She noted much of this review was conducted via Skype and uploading documents to them for a desk-type audit. Lynne Fredlund reported during this review there were 200+ employee credentials reviewed. She reported the Autism Services (ABA) audit is normally conducted on alternate years to the Habilitation Supports Waiver audits.

The Home and Community Based Waiver included high scrutiny elements and recently 10 sites were reviewed and a report will be forthcoming.

Lynne Fredlund reviewed responsibilities of the PIHP audits and those functions delegated back to the local community mental health for assurances. Lynne Fredlund reviewed the external quality reviews conducted. These are groups hired by MDHHS and an annual review is conducted.

Lynne Fredlund provided Board members with methods to handle complaints or concerns a community member might approach them with and provided Board member with the names of staff to contact in such instances.

Gary Wnuk questioned how and where sanctions could be assessed. Lynne Fredlund reported not meeting a performance indicator could result in a sanction (withhold of some Medicaid funding); however, if indicators are met an incentive is awarded.

Judy Jones noted if a mental health authority is in trouble with non-compliance they do have ample notice and should not be surprised by any type of sanction.

Eric Lawson noted if the Executive Director was not doing a good job, with all the oversight by the various agencies, Board members would know and it would be difficult for this to be masked or covered up. In addition, if the NMRE received complaints, the Board members sitting on the NMRE Board would bring the complaints back to the local Board. In addition, if the CEO at NMRE had concerns, he could contact the Board Chair.

IX. January Monitoring Reports

1. Emergency Executive Succession 01-006

Steve Dean noted this monitoring report is written with good detail. In the Board Review/Comments box, questions are written to invite Board member consideration and comments. In reviewing the question for the "Data Test," it was suggested to change the term "relative" to "relevant."

Moved by Gary Nowak, supported by Gary Wnuk, to accept the January monitoring report as presented which will include the Data Test language revision for future monitoring reports. Motion carried.

X. Board Policy Review and Self Evaluation

1. Emergency Executive Succession 01-006

Revision of policy to include changing CEO to Executive Director.

2. Executive Director Role 03-001

Proposed revision of this policy includes changing Chief Executive to Executive Director.

Moved by Lester Buza, supported by Roger Frye, to revise policies 01-006 Emergency Executive Succession and 03-001 Executive Director Role as presented. Motion carried.

XI. Linkage Reports

1. CMHAM (Community Mental Health Association of Michigan)

a. Winter Board Conference [Feb. 4 & 5, Kalamazoo]

The Annual Winter Conference held in Kalamazoo on February 4 and February 5 is a conference that does not require any voting and this Board traditionally does not attend due to unpredictable weather and distance. Eric Lawson did request Board members to notify Diane Hayka should they want to attend and accommodations would be made. There was no Board member expressing an interest in attending.

2. Northern Michigan Regional Entity (NMRE)

a. Board Meeting December 11, 2019

The minutes were not available as of this date. Gary Wnuk questioned if there was any new information on the proposed changes to the mental health system. Nena Sork reported the next NMRE Board scheduled for January 22 is scheduled for the same times as the Director's Forum in Lansing and many of the directors will be attending the Director's Forum instead. It is expected system reform will be a topic at the Director's Forum.

Roger Frye reported he and Terry Larson attended a SUD Board meeting on Monday with the SUD Board recommending approval of several disbursements of the liquor tax dollars. Terry Larson noted vaping is a big concern in the area and some dollars can be directed to address this concern. There was a proposal to put sensors in bathrooms in the schools to catch those students vaping.

XII. Operational Report

Nena Sork reviewed the Operational Report for month ending December 31, 2019 and reported Clubhouse is doing well for attendance. This program continues to build and grow. Private hospitalizations have gone up. She reports inpatient is higher than what was budgeted. The average length of stay previously had been five days and is now 11 days. She reports there were a couple of long-term inpatient stays. She reported the hospital liaison position was vacant since August and there is a candidate to fill this position. The length of stays should improve.

XIII. Chair's Report

1. Executive Committee meeting

Eric Lawson reported the Director has completed her six-month initial period and per contract will need to be evaluated. Evaluation of the Director is based on the content and timeliness of monitoring reports.

Nominations Committee and Executive Committee will meet prior to the February Board meeting. Diane Hayka offered to assist Board members if they would like to review any old monitoring reports. The Executive Committee will meet at 2:15 p.m. The Nomination's Committee will meet at 2:30 p.m. The role of the Nomination's Committee will be to recommend a Slate of Officers at the March Board meeting. Gary Nowak suggested the Nomination's Committee consider recommending the Board's current officers continue in their respective roles.

Eric Lawson noted with the resignation of Mark Hunter from the Board, we will be seeking two appointments from Alpena County. One to fill the immediate vacancy created by the

resignation, which would cover remaining portion of Mr. Hunter's term and one to fill a vacancy, which will be created when Steve Dean's term expires on March 31, 2020.

XIV. Director's Report

1. Director's Report

Nena Sork reported Dr. Spurlock provided an interview on WBKB-TV related to Seasonal Affective Disorder. She notes development of the website continues. She attended the Northern Michigan Opioid Regional Consortium (NMORC).

Nena Sork reported the budget continues to be in good shape. Larry Patterson reported there was an additional amount received from NMRE, which increased the revenues. He noted the revenues would be increased even more when a misdirected waiver payment is recaptured. The accounting conversion continues and is working well.

Nena Sork reported the ACT Team would be fully staffed by February 1. Two nurses hired recently will complete the team.

In an update related to the recent interview with a potential psychiatrist, the psychiatrist decided to stay in the Grand Rapids area. Nena Sork did report a renewal contract was signed by Carrie Standen, registered certified nurse practitioner, to continue.

2. QI Council Update

The Board members received a copy of the most recent Council minutes. This provides information on the various standing committees. It was noted the Council will be reviewing the data that flows through them to assure trending and communication of trends are communicated to appropriate staff.

XV. Information and/or Comments from the Public/Board Member Communication

Gary Wnuk expressed his appreciation of receiving his W-2 tax form in the mail, very legible and early.

Gary Wnuk questioned if there is any guidance on addressing gender dysphoric. When is the appropriate time to address this topic? Nena Sork reported this does not necessarily meet an SED diagnosis and may not be classified as a serious emotional disturbance. There is a diagnosis code for this, however in the new DSM-5 Manual.

Terry Larson reported he listened to the presentation of the oversight this Agency goes through and he noted the Board can be very proud of the staff, which includes the staff providing direct services. Board members applauded staff for their diligent work to assure individuals receive services needed. Nena Sork noted she will be including this praise in her message to the staff in the Agency newsletter.

XVI. Next Meeting

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, February 13, 2020 at 3:00 p.m. The Executive Committee will meet at 2:15 p.m. that day and the Nomination's Committee will meet at 2:30 that day.

1. Set February Agenda

The February agenda items were reviewed.

XVII. Evaluation of Meeting

Albert LaFleche reported the meeting began at 3:03 p.m. He noted the educational presentation was very good. All are doing a good job.

XVIII. Adjournment

Moved by Lester Buza, supported by Gary Wnuk, to adjourn the meeting. Motion carried. This meeting adjourned at 4:40 p.m.

[signed by Bonnie Cornelius on 02/13/2020]
Bonnie Cornelius, Secretary

[signed by Eric Lawson on 02/13/2020]
Eric Lawson, Chair

Diane Hayka
Recorder