

Northeast Michigan Community Mental Health Authority Board

Board Meeting

January 11, 2018

I. Call to Order

Chair Gary Nowak 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, Alan Fischer, Roger Frye, Judy Hutchins, Judy Jones, Albert LaFleche, Terry Larson, Eric Lawson, Gary Nowak

Absent: Pat Przeslawski (excused)

Staff & Guests: Cheryl Jaworowski, Mary Mingus, Lee Ann Bushey, Cathy Meske, Dennis Bannon, Peggy Yachasz, Lisa Anderson, Ruth Hewett, Lynne Fredlund, Carolyn Bruning

III. Pledge of Allegiance

Attendees recited the Pledge of Allegiance as a group.

IV. Appointment of Evaluator

Gary Nowak appointed Judy Jones as evaluator for this meeting.

V. Information and/or Comments from the Public

Judy Hutchins reported the Bay View Center will be having their fundraising pancake supper next Wednesday, January 17 at the McDonald's on Chisholm Street in Alpena. The cost is \$3.00.

VI. Approval of Minutes

Moved by Roger Frye, supported by Lester Buza, to approve the minutes of the December 14, 2017 minutes as presented. Motion carried.

VII. Educational Session – Clubhouse Certification Process

Cathy Meske introduced Mary Mingus, Clubhouse Supervisor, noting she will be presenting Board members with information related to the Clubhouse Certification process. Ms. Mingus reported the Michigan Department of Health and Human Services (MDHHS), in 2016, mandated all Clubhouses in Michigan begin the accreditation process and must be accredited by September 2018 or services provided by the clubhouse will no longer be billable to Medicaid.

Mary reviewed the immediate changes required in the Clubhouse program noting job descriptions have been updated to reflect new titles and the new educational requirements mandating staff attend training in either North Carolina or St. Louis, MO. Mary provided information as to opportunities clubhouse members have in preparing for jobs in the community. These range from various restaurant type positions, clerical positions, maintenance positions, etc. She reports there are also social activities coordinated through the clubhouse and these activities occur outside of the traditional workday.

Mary Mingus reported the mandated training for staff working in the clubhouse includes a 2 -3 week Clubhouse Generalist training at a cost of \$4,500-\$6,500 not including meals and transportation. She also reviewed the membership costs and the accreditation process. She reported the cost for the site visit for the accreditation process is \$3,000 if scheduled before February 12, 2018. If scheduled after that date, it increases to \$3,500.

The current active attendance of clubhouse members include about 40 individuals with an actual membership of approximately 70 individuals. Cathy Meske reported there is a transition of members from clubhouse activity to supported employment. She noted concerns of being mandated to be certified by Clubhouse International and this being the only option for this type of service. She noted how our supported employment program has grown and having a Drop-In Center within the community to access other activities related to social and community opportunities would provide some services should the clubhouse be discontinued.

VIII. Consent Agenda

1. Contracts

a. Blue Horizons Management Agreement

2. Grant Applications

a. Community Foundation for Northeast Michigan [Home-Based Services]

b. Federal Block Grant Application for Peer Health Coaches

Moved by Judy Hutchins, supported by Judy Jones, to approve the Consent Agenda. Motion carried.

IX. January Monitoring Reports

1. Budgeting 01-004

Cheryl Jaworowski reviewed the Statement of Expense and Revenues for month ending November 30, 2017. She discussed the variances identified in this statement. She noted the Employee Relations/Wellness is due to timing as the Wellness screenings are conducted early in the fiscal year. Cheryl Jaworowski reviewed lines 44-46 (Contract settlement items) noting Line 44 – Medicaid Funds should be under spent and Line 45 – General Funds should be over spent.

Cheryl Jaworowski provided Board members with information discussed last month related to the difference in rate payments between Healthy Michigan and DAB (Disabled, Aged, and Blind) and TANF (Temporary Assistance to Needy Families). She notes there has been a big shift in enrollment. When an individual enrolls in Healthy Michigan, the requirements and paperwork are much less than if they are applying for services as a DAB. She reviewed the Revenue Analysis – Disabled, Aged, Blind results noting the impact of this shift from DAB to Healthy Michigan is \$97,597,336.

2. Emergency Executive Succession 01-006

Board members reviewed the Monitoring Report and had no comment or suggestions. Two scenarios were identified in the monitoring report; one for a temporary absence and the second for a more permanent replacement.

Moved by Eric Lawson, supported by Albert LaFleche, to accept the January monitoring reports as presented. Motion carried.

X. Board Policy Review and Self Evaluation

1. Emergency Executive Succession 01-006

Board members reviewed this policy and had no recommended changes.

2. Chief Executive Role 03-001

Board members had no comments regarding this policy.

XI. Linkage Reports

1. CMHAM

a. Winter Conference (Feb 6 & 7 – Radisson Hotel Kalamazoo)

Board members are not interested in attending this conference. This is a non-voting conference.

2. Northern Michigan Regional Entity (NMRE)

a. Board Meeting December 28, 2017

A copy of the minutes for this meeting is included in the handouts for this meeting. Roger Frye reported there was much discussion about Third Level services and their proposed rate increase. Cathy Meske reported in addition to the rate increase there was also concern about response. She reports this service has almost turned in to a call forwarding service rather than utilizing their clinical staff in providing direct service. The NMRE negotiates this contract on behalf of the member boards. They are intending to issue and RFP for this service and contract with Third Level on a month-to-month basis in the interim.

Cathy Meske reported the NMRE is looking at developing a SUD Health Home. Terry Larson reported at the SUD meeting members were informed there are two law firms soliciting for members to become part of a class action lawsuit related to the opioid epidemic.

Cathy Meske noted the Board expressed an interest is having one of the SUD providers come in to do a presentation to the Board – possibly Sunrise Center, Catholic Human Services or representatives from the Freedom Clinic. She will contact and secure a presenter for the February meeting.

XII. Chair's Report

1. By-Law Review

Cathy Meske noted clarification was sought from Christine Taylor related to a concern of protected rights including "record of arrest without conviction." This is not mandated and the reference will be removed from the by-laws.

Moved by Lester Buza, supported by Steve Dean, to approve revisions to By-Laws as presented. Motion carried.

XIII. Director's Report

1. Director's Report Items

A. Federal Block Grant Application for Peer Health Coaches

Cathy Meske reported the application process for this grant was included on the Consent Agenda approved earlier in this meeting. After much review of this grant and the required use of these services for those individuals using General Funds only not for Medicaid individuals, the decision was made not to pursue this grant.

B. Medical Director Appointment

Cathy Meske reported Dr. Arora has resigned as Medical Director. Dr. Rajasekhar has graciously accepted to fill that role again. Dr. Arora will continue as a contract psychiatrist.

C. RFP for After Hours Crisis Response

Cathy Meske reported NMRE is investigating issuing an RFP to determine options available for After Hours Crisis providers which was briefly discussed in the linkage report earlier in this meeting.

D. Lakeshore Regional PIHP

Cathy Meske provided Board members of an update on Lakeshore Regional PIHP [Allegan CMH, Muskegon CMH, Network180 (Kent County), Ottawa CMH and West MI CMH (Lake, Mason and Oceana counties)]. The PIHP is working closely with the State to address their funding issues and each member board will need to develop a plan to close the deficit gap.

E. Crisis Residential for Children

SafeHouse is a Crisis Residential for children ages 7-17 in Rose City. The provider was onsite today meeting with clinical staff about services they can offer to our agency. She noted the cost for this service is much less than an inpatient setting.

F. Heightened Scrutiny and Home- and Community-Based Services (HCBS) Transition

Cathy Meske reported the HCBS surveys were tabulated and 48% of the residential provider surveys have received their emailing containing the heightened scrutiny survey. Some residents in thirteen homes did not receive any communication related to this and she reported Christine Taylor is in contact with the PIHP to speak with the State regarding the missing communications.

G. Healthy Michigan Plan

Cathy Meske provided information as to the changes in Healthy Michigan. Beginning in February of this year, a letter will be sent to individuals covered by Healthy Michigan which targets those individuals with income over 100% of Federal Poverty Level (FPL). Individuals enrolled in Healthy Michigan must complete a Health Risk Assessment, had to identify a primary care physician and agree to work on a Healthy behavior goal (smoking cessation, controlling blood pressure, weight reduction, etc.) to continue in Healthy Michigan.

She reported an in-service will be provided to staff to let them know letters will be coming to individuals covered by Healthy Michigan and what they can do to assure individuals respond appropriately and work with their doctors to assure they do not lose their coverage. If they have not completed this, the individuals will be transferred to the Marketplace to obtain their insurance coverage. The federal government is trying to assure individuals are using the services.

2. QI Council Update

The minutes from the last meeting were a handout at this meeting. Board members had no questions. Lynne Fredlund reported there are several workgroups working on projects to improve various items. She noted UM is working on Clinical Documentation standards.

XIV. Information and/or Comments from the Public

There was no information or comments provided.

XV. Next Meeting

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, February 8, 2018 at 3:00 p.m.

1. Set February Agenda

The February agenda items were reviewed. Steve Dean inquired about the Operations report which will be included in future agendas as per the revisions to the by-laws adopted earlier in this meeting.

XVI. Evaluation of Meeting

Judy Jones reported meeting started on time and all participated. She reported there was a lot of Clubhouse information available and the information related to supported and assisted employment was beneficial. She likes this Board as members have the freedom to ask questions and receive information.

Albert LaFleche inquired about coordinated efforts this agency has with DHHS. Cathy Meske reported the various collaborative efforts this agency has with DHHS.

XVII. Adjournment

Moved by Alan Fischer, supported by Eric Lawson, to adjourn the meeting. Motion carried.

This meeting adjourned at 4:05 p.m.

[signed by Alan Fischer on 2/08/2018]

Alan Fischer, Secretary

[signed by Gary Nowak on 2/08/2018]

Gary Nowak, Chair

Diane Hayka
Recorder