

**Northeast Michigan Community Mental Health Authority Board
September 9, 2021**

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: Les Buza, Bonnie Cornelius, Roger Frye, Lynette Grzeskowiak, Judy Jones, Terry Larson, Eric Lawson, Gary Nowak, Pat Przeslawski, Terry Small

Absent: Robert Adrian, Geyer Balog

Staff & Guests: Lisa Anderson, Dennis Bannon, Carolyn Bruning, LeeAnn Bushey, Connie Cadarette, Mary Crittenden, Rebekah Duhaime, Erin Fletcher, Morgan Hale, Larry Patterson, Nena Sork

III. Pledge of Allegiance

Attendees recited the Pledge of Allegiance as a group.

IV. Appointment of Evaluator

Terry Small was appointed as evaluator for this meeting.

V. Acknowledgement of Conflict of Interest

No conflicts were identified.

VI. Information and/or Comments from the Public

There were no comments presented.

VII. Approval of Minutes

Moved by Pat Przeslawski, supported by Lynette Grzeskowiak, to approve the minutes of the August 12, 2021 meeting as presented. Gary Nowak voted "No" due to his absence at the previous meeting. Motion carried.

VIII. Consent Agenda

- 1 Partners in Prevention**
- 2 Thunder Bay Transportation**
- 3 Autism of America**
- 4 ACORN – Autism Centers of Michigan**
- 5 Touchstone Services Inc., dba Light of Hope Clubhouse**
- 6 Rite Aid**
- 7 Catholic Human Services**
- 8 AT & T Corporate Digital Advantage Agreement**

Moved by Gary Nowak, supported by Pat Przeslawski, to approve the Consent Agenda as presented. Motion carried.

IX. FY 20 – 21 Budget Amendment #2

Connie Cadarette reported this budget amendment would update the revenues to reflect the actual receipts of Medicaid and other line item revenues. She reported this budget amendment adds \$2.8M in revenues. Connie reviewed the Expenditure Budget (by account) noting the expenditures are based on the additional revenues and show where the additional funds are flowing. The retention payments made to staff are reflected in the salaries and associated benefits line items. Recruitment expenses have also increased. She reported the rent increase covers the cost associated with the temporary placement of residents during renovation of the homes. Connie Cadarette reported the Capital Purchases worksheet was not updated as there are many invoices and expenses occurring at this point. The FTE budget adjustments are due to actual hours worked in the various programs.

Moved by Gary Nowak, supported by Roger Frye, to approve the FY 20-21 Budget Amendment #2 as presented. Motion carried.

Bob Adrian arrived at 3:10 p.m.

Eric Lawson announced the opening of the Public Hearing on FY21-22 budget at 3:10 p.m.

X. FY 21-22 Budget Hearing

The FY21-21 Budget presented is a continuation budget due to not having our contract with the State and revenues still unknown at this point. Connie Cadarette noted NMRE was informed there would be no additional revenues anticipated.

Moved by Les Buza, supported by Bonnie Cornelius, to approve the FY 21-22 Budget as presented. Motion carried.

The Public Hearing concluded at 3:15 p.m.

XI. September Monitoring Report

1. Budgeting 01-004

Connie Cadarette reviewed the Statement of Revenue and Expense for month ending July 31, 2021. She noted this report reflects the budget based on the pre-amendment #2 numbers. Next report should reflect the new budget numbers and have smaller variances. Connie reviewed the underspending noting there are many items currently in the works, which will bring the underspending down. The Agency anticipates with the planned spending, there will still be an underspending of approximately \$1M.

Larry Patterson reviewed the variances in the expense line items. He noted the salary and related benefit line items are impacted by the retention payments. He noted the self-insured benefits, while still overspent, has decreased from the previous report. Recruitment continues. Contracted inpatient is still running higher than anticipated and will need a budget adjustment. Larry reported the Contracted Employees line includes expenses associated with Self-determination. It was budgeted for 102 self-determination participants and we are currently servicing around 125 individuals in this program. The Asset Distribution received from MMRMA was less than anticipated. Capital Equipment will be adjusted in the budget as we are still continuing to purchase several items. Overall, with 83.3% of the budget year our expenses are at 86%.

Moved by Gary Nowak, supported by Terry Small, to accept the September Monitoring Report as presented. Motion carried.

XII. Board Policies Review & Self-Evaluation

1. General Executive Constraint 01-001

Board members reviewed the policy and had no recommendations.

2. Compensation and Benefits 01-008

Board members reviewed the policy. The monitoring report on this policy will be presented at the October meeting.

3. Board Committee Structure 02-006

Board members reviewed the policy. Gary Nowak reported the Recipient Rights Committee is doing a fantastic job and has a good leader.

4. Chief Executive Officer Search Process 03-005

Board members reviewed the policy. Bob Adrian noted we may wish to discard this policy for the next 20 years. Pat Przeslawski indicated the Board adhered to this policy during their recent search.

XIII. Linkage Reports

1. Northern Michigan Regional Entity (NMRE)

a. Board Meeting August 25, 2021

Roger Frye and Gary Nowak reported there was a lot of discussion related to SUD Board and this will be reviewed more thoroughly.

Roger Frye reported there was much discussion about the auditors for the boards next fiscal year audit. He reported it may be this Board follows.

Eric Lawson inquired as to whether the rural exemption has any weight. Nena Sork reported she will be meeting with Christine Gebhardt and Mary Whiteford to discuss. She noted a letter was sent to Senator Stamas on behalf of the five boards. Robert Sheehan, CMHA CEO, was supportive of the letter. She will get a copy of the letter to share with the Board at a future meeting.

Roger Frye reported several approvals were made in the PA dollars. Gary Nowak noted the county commissioners need to encourage eligible entities to apply for funds to provide services within the counties. Bob Adrian noted in addition to the PA funding, other funding will be available for substance use programs with the counties.

b. Board Meeting July 28, 2021

The minutes for the July 28, 2021 meeting were included in the materials for this meeting. Roger Frye noted there were quite a few contracts approved at the July 28th meeting.

2. Community Mental Health Association of Michigan (CMHAM)

a. Fall Board Conference – October 25 & 26 [Grand Traverse Resort]

The program information is not out as of yet. The website indicates it will be hybrid conference with parts of the conference conducted virtually. Nena Sork noted there will be options available. Bonnie Cornelius, Judy Jones, Roger Frye, Terry Small and Eric Lawson all indicated an interest to attend. Once the information is released, Board members will be updated.

XIV. Chair's Report

1. Setting Perpetual Calendar

The perpetual calendar was reviewed. If Board members have any recommendations for additions, etc. they can be added/deleted and this will be adopted by the Board at their October meeting.

2. Board Self-Evaluation Report

The Board Self-Evaluation Report was reviewed by the Board. Pat Przeslawski noted Board members were pretty agreeable in most instances. There were a couple of instances where there was a disagreement of the opinion. One item addresses Board members participation in the organization in ways other than attending monthly meetings. Opportunities include attending employee recognition and staff picnics.

Board member orientation was another item. Pat Przeslawski noted during COVID, the orientation process was made much more difficult. This could be improved. Pat Przeslawski noted all Board members did well during COVID with participating via phone calls and Zoom.

Eric Lawson noted in the written comments one item identified having more public presence or input in the meetings. Gary Nowak reported at one time the news came to the meeting and reported on some meetings. All the news media gets a copy of the meeting notice. Nena Sork reported the News periodically interviews staff. Mary Crittenden relayed a recent contact with the Alpena News. Terry Larson suggested a summary of the board meeting be sent to news after the meeting to see if they would publish. Bob Adrian reported he finds the services provided in the Operational Report to be interesting and feels this might be an eye catcher for

the public. Gary Nowak noted he heard a news flash indicating northern Michigan has a poor mental health system.

XV. Director's Report

1. Director's Update

Nena Sork provided Board members with an update of the various activities she has participated in during the past month. Nena Sork introduced Morgan Hale, Contract Manager, to the Board. The Consent Agenda showcases some of the contracts recently involving Morgan.

Nena attended the NMORC Board meeting. She attended the NMRE OPS meeting and the Directors are focusing on the Milliman reports, Standard Cost Allocation reports and addressing the privatization of the system.

On August 27th, she met with the Presque Isle County Commissioners with Terry Larson attending. She reported there were positive comments from the commissioners. Nena Sork reported in the private sector mental health services are very difficult to obtain. Nena Sork reports we are always lumped in with the private sector and a blanket statement made provides a negative cloud over the public sector as well.

Nena reported the NMRE Board meeting had discussion about the auditors for the coming year. The recommendation of NMRE was for all five Boards to use the same auditing firm. Gary Nowak indicated he would like to see the dollars stay local. Nena Sork noted the consensus of the CFO's in attendance at the NMRE meeting indicated it would not be best practice to continue to use the same auditors for so many consecutive years. If this Board chooses to use the current auditors, the NMRE might need to conduct a similar audit of our Agency to adapt the results to be in the same format as the other boards. The recommended auditing firm is Roslund, Prestage, and Company PC.

Moved by Gary Nowak, supported by Terry Small, to approve the auditing firm change for FY 21 to Roslund, Prestage, and Company PC. Eric Lawson requested additional information of the benefits of using a common auditor. Connie Cadarette reported she must submit her reports to the NMRE and if we are using the same auditors, the reports will be able to be compiled more easily. Connie Cadarette provided the Board with the bids provided by each of the auditing firms submitting bids. Terry Small provided his experience with a treasurer issue having the same auditing firm for many years so new eyes can be good.

Roll call vote: Ayes: Roger Frye, Eric Lawson, Gary Nowak, Pat Przeslawski, Terry Small; Nays: Robert Adrian, Les Buza, Bonnie Cornelius, Lynnette Grzeskowiak, Judy Jones, Terry Larson; Absent: Geyer Balog. Motion failed.

Moved by Pat Przeslawski, supported by Bob Adrian, to approve Straley, Lamp & Kraenzlein for the FY21 auditing firm.

Roll call vote: Ayes: Robert Adrian, Les Buza, Bonnie Cornelius, Lynnette Grzeskowiak, Judy Jones, Terry Larson, Eric Lawson, Pat Przeslawski, Terry Small; Nays: Roger Frye, Gary Nowak; Absent: Geyer Balog. Motion carried.

Nena Sork reported the Agency is working with school systems to determine how we can help them during this pandemic. She reported flash drives are being purchased with our phone number and suicide prevention number printed on along with ear buds. The Suicide Walk Alpena is September 25th. Board members were requested to notify Diane Hayka if they would like to participate. A resource table will be available at the event with a goodie bag distributed to participants. On Sunday a Walk Out of Darkness suicide walk will be held in Rogers City and we will host a resource table at that event. The Take Back Event will be held on October 23 with our Agency participating.

Stability Payments are being distributed to AFC homes and provide dollars for each bed we contract with them. Nena Sork reported the 928 local match payments have made ground with the Legislature so the final local match payment to the State will be submitted..

On August 21st, 42 individuals participated in the Pop Up Pantry in Alpena at the Apex.

Nena Sork reported a collection of history is being developed by Diane Hayka to celebrate the 53rd birthday of the Agency.

Judy Jones inquired as to whether the Agency has data on the number of suicides in our region. Nena Sork reported this information is collected; however, we are not informed unless it is a person we actually serve. The Recipient Rights Committee does collect this information. Bob Adrian reported the County Medical Examiner would have this statistic.

2. QI Council Update

The QI Council minutes were included in the mailed materials for this meeting. Board members had no questions related to the minutes.

XVI. Information and/or Comments from the Public

Bonnie Cornelius noted the Agency could use a cot. Nena Sork reported this is being secured.

XVII. Information and/or Comments for the Good of the Board

Eric Lawson informed Board members of receipt of a thank you from the Besser Community Living facility. Mary Crittenden reported the facility really jumped through hoops to get licensing to allow our residents to live there during the renovation at Princeton.

Roger Frye thanked staff for their great job. Roger Frye reported next month is Tootsie Roll Drive.

Gary Nowak suggested the Board return to Educational Sessions.

XVIII. Next Meeting

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, October 14, 2021 at 3:00 p.m.

1. Set October Agenda

The October agenda items were reviewed.

XIX. Evaluation of Meeting

Terry Small reported there was good information received. All members participated with lots of discussion.

XX. Adjournment

Moved by Pat Przeslawski, supported by Terry Small, to adjourn the meeting. Motion carried. This meeting adjourned at 4:20 p.m.

[signed by Bonnie Cornelius on 10/14/2021]

Bonnie Cornelius, Secretary

[signed by Eric Lawson on 10/14/2021]

Eric Lawson, Chair

Diane Hayka
Recorder