

**Northeast Michigan Community Mental Health Authority (NeMCMHA)
Board Meeting – November 9, 2023**

I. Call to Order

Chair Eric Lawson called the meeting to order in the Board Room at approximately 3:05 p.m.

II. Roll Call and Determination of a Quorum

Present: Les Buza, Bonnie Cornelius, Charlotte Helman, Judy Jones, Eric Lawson, Lloyd Peltier, Patricia Przeslawski, Terry Small

Absent: Bob Adrian, Lynnette Grzeskowiak (Excused), Terry Larson, Gary Nowak

Staff & Guests: Lisa Anderson, Connie Cadarette, Mary Crittenden, Erin Fletcher, Abbey Podbielski, Nena Sork, Jen Walburn

III. Pledge of Allegiance

Attendees recited the Pledge of Allegiance as a group.

IV. Appointment of Evaluator

Charlotte Helman was appointed as evaluator of the meeting.

V. Acknowledgement of Conflict of Interest

No conflicts of interest were acknowledged.

VI. Information and/or Comments from the Public

There were no comments from the public.

VII. Approval of Minutes

Moved by Les Buza, supported by Terry Small, to approve the minutes of the October 12, 2023 Board meeting. Motion carried.

VIII. Educational Session – Annual Compliance Report and Training

Jen Walburn presented the Board with their annual compliance report and training. She reviewed the seven elements of compliance, the code of conduct, administration of the program, training, communication, monitoring and auditing, discipline, and investigations. The Board's responsibilities include reviewing and approving the Compliance Plan and annual report. They have the highest oversight and must comply with the plan. Jen reviewed HIPAA laws and regulations the Agency must comply with. Individuals' information is only given on a need-to-know basis within the Agency. Compliance is prevention, detection, collaboration, and enforcement. The privacy of individuals served by the Agency is of utmost importance. Board members received the NeMCMHA Compliance Plan as a handout. Jen next presented the annual compliance report for the Agency. A list of all audits and reviews for the past year were included. MDHHS will be coming in two weeks to review the Agency's corrective action plan from their review earlier in the year.

IX. Consent Agenda

Since Bob Adrian was not in attendance at the meeting the NEMROC Consent Agenda item was added back to the regular Consent Agenda with MRS by Board consensus.

Moved by Lloyd Peltier, supported by Terry Small, to approve the November Consent Agenda.

Roll Call: Ayes: Les Buza, Bonnie Cornelius, Charlotte Helman, Judy Jones, Eric Lawson, Lloyd Peltier, Patricia Przeslawski; Nays: None; Absent: Robert Adrian, Lynnette Grzeskowiak, Terry Larson, Gary Nowak. Abstain: Terry Small. Motion carried.

X. Delta Dental

Eric spoke with Nena Sork regarding this change as it came up between Board meetings and needed to be addressed quickly as the Agency's open enrollment happens in November. Eric spoke with Board members to get their opinions, and he felt it wouldn't be an issue to make the change. Nena said they were forced to go in this direction because many dentists in the region stopped accepting the Agency's currently provided dental insurance. Delta Dental has a large network of providers in the area that accept their insurance.

Moved by Patricia Przeslawski, supported by Bonnie Cornelius, to approve signing the Delta Dental Contract. Roll Call: Ayes: Les Buza, Bonnie Cornelius, Charlotte Helman, Judy Jones, Eric Lawson, Lloyd Peltier, Patricia Przeslawski, Terry Small; Nays: None; Absent: Robert Adrian, Lynnette Grzeskowiak, Terry Larson, Gary Nowak. Motion carried.

XI. November Monitoring Reports

1. Budgeting 01-004 & 2. Financial Condition 01-005

Connie reviewed the Statement of Revenue and Expense and Change in Net Position for the month ending September 30, 2023, with 100% of the year elapsed. Numbers may still change a little bit, but not significantly. The budget is overspent, but overspending was the goal. A total of \$421,188 will be kept in local funds. Medicaid was overspent and Healthy MI was underspent, which came to a total overspent amount of \$2.9 million. This has been reported to the NMRE. All Boards have reported and it looks like the NMRE will be even at the end of the year. General Funds are underspent \$301,000. The current net position shows 34 days of cash. Connie said they won't see a final year-end report until after the audit, which will occur in early 2024.

3. Treatment of Individuals Served 01-002

Pat and Judy Jones reported the recent Recipient Rights meeting was really good and Ruth Hewett completed some State reports. Pat said Ruth was very timely, as always, with getting everything completed. Judy said Ruth is very thorough and always right on the ball.

Moved by Lloyd Peltier, supported by Charlotte Helman, to approve the November monitoring reports. Motion carried.

XII. Board Policies Review and Self-Evaluation

1. Treatment of Individuals Served 01-002

There were no comments or questions on this policy.

2. Staff Treatment 01-003

Nena said there hasn't been any discussion of changing the details of "arrest records without conviction." Eric questioned if it should be revised due to changing times and wanting to protect the Agency from harm.

XIII. Linkage Reports

1. NMRE Board Meeting – October 25

Nena and Eric attended the Board meeting, and Eric reported Eric Kurtz is still spending a lot of time working with Northern Lakes CMHA. Nena reported the NMRE's finances are in good shape. They are projecting having to send between \$2-4 million back to the State.

2. CMHA Fall Board Conference Report

Lloyd reported the conference was phenomenal and he was blown away by how efficiently the conference was run and the information they put out. He said the classes offered a lot information and were presented in an easy to understand manner. Pat and Charlotte are the only current Board members who have not yet attended a conference.

XIV. CMHA Dues

The Board discussed the FY23/24 CMHA Membership dues and approved paying the invoice.

Moved by Terry Small, supported by Lloyd Peltier, to approve paying the FY23/FY24 CMHA Membership Dues. Roll Call: Ayes: Les Buza, Bonnie Cornelius, Charlotte Helman, Judy Jones, Eric Lawson, Lloyd Peltier, Patricia Przeslawski, Terry Small; Nays: None; Absent: Robert Adrian, Lynnette Grzeskowiak, Terry Larson, Gary Nowak. Motion carried.

XV. Operations Report

Mary Crittenden reported on operations for October 2023. She highlighted the Outpatient Counseling as she will be stepping in to help supervise them starting next week. They served 92 individuals in October – 24 children and 68 adults. Residential services served 52 individuals in Agency group homes – 31 for I/DD and

26 for MI. For the month of October, 1,030 individuals were served.

XVI. Nominations Committee Report

The committee met prior to the Board meeting. Pat reported they reviewed the letters to the county commissioners and felt they were sufficient. The Board will review officers in the Spring.

XVII. Board Chair's Report

1. Strategic Plan

Board members received the official FY24 Strategic Plan as a handout. Eric suggested Board members keep the document readily available and review it from time to time to keep their goals in mind.

2. Electronic Board Packets

Board members were provided forms to select whether they would like to continue receiving a paper Board packet or if they would like to receive an electronic packet. Nena will check with Au Sable Valley CMHA to see how they handle their electronic Board packets/tablets. During the transition period, Board members electing to receive an electronic packet will have a paper packet available for them at meetings.

Les Buza left the meeting at 4:06 p.m.

XVIII. Executive Director's Report

Nena provided a report on her activities for the last month. She attended the NMRE Ops meeting during which they discussed the AFC provider issues that were uncovered. Chip Johnston presented a training on the Red Book, which details the history of the CMH system in Michigan among many other valuable documents. Management Team and other supervisory staff attended the meeting. Dr. Hoffman, Medical Director, attended and learned a lot. Nena has continued Union negotiations throughout the month and they are almost finished with the Professional and Paraprofessional contracts. The Engagement Team is working with Rehmann to plan the rollout of results to staff. Rehmann will present to the Board next month. Nena met with the Alcona County Commissioners and they were complimentary of the Agency and the services provided. The Rural and Frontier Caucus continues to move along and they are all working on assignments.

Eric Kurtz sent an email to MDHHS regarding the recently uncovered problem with AFC provider cost of care payments. They have not heard anything back at this time. In the email, Eric offered suggestions of how to unravel the problem, but the solutions all require time and permissions. To move forward with correcting the issue, the Agency will need investors to take on leases. Nena asked that the Board go into a Closed Session to discuss these contracts. She read from the Mental Health Code statute on allowable reasons to go into closed session, including, "to consider the purchase or lease of real property." Nena asked that Connie and Mary remain for the Closed Session as they would be sharing pertinent information.

Moved by Terry Small, supported by Charlotte Helman, to take the Board into Closed Session with staff members Connie Cadarette and Mary Crittenden present. Roll Call: Ayes: Bonnie Cornelius, Charlotte Helman, Judy Jones, Eric Lawson, Lloyd Peltier, Patricia Przeslawski, Terry Small; Nays: None; Absent: Robert Adrian, Les Buza, Lynnette Grzeskowiak, Terry Larson, Gary Nowak. Motion carried.

The Board entered Closed Session at 4:15 p.m.

The Board came out of Closed Session at 4:46 p.m.

Moved by Terry Small, supported by Patricia Przeslawski, to authorize the Executive Director to move forward with the items discussed in Closed Session. Roll Call: Ayes: Bonnie Cornelius, Charlotte Helman, Judy Jones, Eric Lawson, Lloyd Peltier, Patricia Przeslawski, Terry Small; Nays: None; Absent: Robert Adrian, Les Buza, Lynnette Grzeskowiak, Terry Larson, Gary Nowak. Motion carried.

XIX. Information and/or Comments from the Public

None were presented.

XX. Information and/or Comments for the Good of the Organization

None were presented.

XXI. Next Meeting

The next meeting of the NeMCMHA Board is scheduled for Thursday, December 14 at 3:00 p.m.

1. December Agenda Items

The proposed December agenda items were reviewed.

XXII. Meeting Evaluation

Charlotte, utilizing the old form, stated the meeting started a little late, but for understandable reasons. Board members absolutely came away with increased understanding thanks to the compliance report and training. Charlotte commended Nena for addressing the Medicaid waste issue head on. Charlotte has been to a lot of medical conferences over her career, and she has never heard such a good response to one as Lloyd provided. She thanked Carolyn Bruning for stepping in to help with the meeting.

XXIII. Adjournment

Moved by Lloyd Peltier, supported by Terry Small, to adjourn the meeting. Motion carried. This meeting adjourned at 4:52 p.m.

[signed by Bonnie Cornelius February 8, 2024]

Bonnie Cornelius, Secretary

Rebekah Duhaime
Meeting Recorded for Later Transcription

[signed by Eric Lawson December 14, 2023]

Eric Lawson, Chair