

**Northeast Michigan Community Mental Health Authority Board
Board Meeting
March 8, 2012**

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: Richard Anderson, Linda Canfield, Maggie Clay, Virginia DeRosia, Alan Fischer, Judy Hutchins, Marie LaLonde, Terry Larson, Tom Mullaney, Gary Nowak, Pat Przeslawski, Tom Young

Absent:

Staff & Guests: Lisa Anderson, Cathy Meske, Barbara Murphy, Judy Szott, Lee Ann Bushey, Lynne Fredlund, Cheryl Jaworowski, Ed LaFramboise, Carolyn Bruning, Tony White

III. Consent Agenda

- 1. Approval of Minutes**
- 2. Section 125 Cafeteria Plan Resolution**
- 3. DCH Contract Amendment #1**

Moved by Pat Przeslawski, supported by Linda Canfield, to approve the Consent Agenda as presented. Roll call vote: Ayes: Richard Anderson, Linda Canfield, Maggie Clay, Virginia DeRosia, Alan Fischer, Judy Hutchins, Marie LaLonde, Terry Larson, Tom Mullaney, Gary Nowak, Pat Przeslawski, Tom Young; Nays: None; Absent: None. Motion carried.

IV. Information and/or Comments from the Public

There were no comments from the public.

V. Educational Session – Peer-Delivered Customer Service

Judy Szott and Barbara Murphy, Northeast's Peer Support Customer Service workers, provided the Board with information related to their roles in welcoming consumers to our Agency. Ms. Szott reported that welcoming does not just focus on consumer recovery but shows consumers that we really care about them and their recovery. They provide an orientation to the consumers of the Agency and assist them in completing all the paperwork involved for their first appointment. Calls are made to remind new consumers of their appointment. If consumers do not show for an appointment, they are contacted to assure they are doing well and to reschedule their appointment.

Ms. Murphy reported the process of reminding consumers of their upcoming intake appointments has improved attendance and, if they miss the first appointment, after a follow up call to the consumer, the rescheduled appointment is usually kept.

Judy Hutchins reported she has first-hand experience with the process by bringing a consumer for their first appointment and the consumer felt very comfortable.

VI. Board Member Recognition

Three Board members reached milestones in their service and are being recognized for that accomplishment. Gary Nowak presented Board members with their appropriate tokens as identified by policy. The following Board members received their gifts:

Alan Fischer	5 years
Marie LaLonde	10 years
Maggie Clay	20 years

Recess at 3:20 p.m. for refreshments.

Meeting resumed at 3:35 p.m.

VII. Nomination's Committee Report

Marie LaLonde reviewed the Nomination's Committee recommendation for the Slate of Officers for the Board's election of officers in April. The recommended officers are:

Chair – Gary Nowak
Vice Chair – Pat Przeslawski
Secretary – Alan Fischer

VIII. March Monitoring Reports

1. Treatment of Consumers 01-002

Tony White reported the annual survey conducted by the QOC of the Affiliation has been completed; however, they are in draft form and there are some errors requiring corrections. Mr. White noted he expects this will be ready to review soon, perhaps at the April meeting.

2. Treatment of Staff 01-003

Tony White reviewed the results of the staff survey as related to the Wellness Program conducted last year. He noted that 172 employees completed the survey. Mr. White reviewed some of the data revealed by the survey and used to improve the Employee Wellness program.

Tony White reviewed the results of instituting Weight Watchers at Work program, noting successes. Linda Canfield noted this type of program benefits both the employee and the employer and speaks well of the agency.

3. Budgeting 01-004

Cheryl Jaworowski reviewed the Statement of Revenue and Expenses for January 2012. She notes a net loss of \$18,946 which is mostly local funds. Cheryl Jaworowski updated the Board as to the billing issue addressed last month. This is due to a change in the processing of electronic claims. This should be corrected in April. As a result, until the problem is corrected, the general fund balance is inflated. She notes there will be many claims that will be processed against the general fund balance once the claims are submitted. This is due to the write-offs necessitated when Medicare payments and Blue Cross payments are received.

Tony White reported the Agency will need to address the issue of general fund shortage to assure we can balance this by year end. He reported this may result in limiting services to those consumers that get charged to this fund.

Ed LaFramboise reported the Department of Human Services (DHS) has a backlog in processing the applications for Medicaid recipients. This is due to several retirements within their agency. Ed LaFramboise reported there have been some improvements with the addition of staff at DHS.

Mr. White notes there will be more and more consumers enrolled in Medicaid as 2014 approaches due to the effects of the Affordable Care Act.

Moved by Pat Przeslawski, supported by Richard Anderson, to accept the March monitoring reports as presented. Motion carried.

IX. Board Policy Review and Self Evaluation

1. Budgeting 01-004

There were no changes recommended to the policy.

2. Governance Commitment 02-001

Tom Young inquired about this policy noting it is very general and questioned the need for this policy.

Moved by Tom Young, supported by Linda Canfield, to delete Policy 02-001.

Motion carried.

3. Board Members Code of Conduct 02-008

Tom Mullaney inquired about whether there is a statement board members sign to address conflicts of interest. He notes the Health Board requests board members sign such a statement. Tony White noted the board's Section 222 survey was revised to add a conflict statement. Richard Anderson requested this be an educational session at the April meeting in conjunction with completing the Section 222 survey.

Gary Nowak reported he attended the Alpena County Commissioners meeting earlier today and he relayed the request of this Board to get the county's appointments early enough that those members could be considered for board offices at the board's April organization meeting.

X. Linkage Reports

1. Northern Affiliation

Tony White reported he and Ed LaFramboise attended the Affiliation Board meeting yesterday. He noted, in the reports provided by the Affiliation, our Peer Delivered Customer Service program was again spotlighted, receiving high accolades. Tony White reported that financial and other regular reports were also reviewed.

2. Board Association

a. Winter Board Conference Update

Gary Nowak reported that at the Winter Board Conference he attended a session "Preparing for the New Healthcare System" and a BoardWorks session. He notes he feels this board is ahead of many of the other boards around the state. He suggested a session be held during these conferences for members to discuss processes or services that are working well for their boards.

Tony White reported there was a lot of attention related to the Dual Eligible proposal. He also noted the "Rolling with Zach" presentation was well received and very entertaining. Zach is a man with cerebral palsy who won a contest on the Oprah Winfrey show to do his own travel show; the show focused on the sometime difficulties of travel for those people that use wheelchairs. Ed LaFramboise noted that some cuts may be found online on YouTube.

3. Legislative Contacts

Tony White noted copies of the letters to the Governor and Legislators addressing Autism and synthetic drugs were included in the mailing. Mr. White reported a response was received from the Governor related to the synthetic drugs. He noted there have been no responses to the Autism letter at this point. Pat Przeslawski reported she intends to follow up with Representative Pettalia.

Linda Canfield inquired about the responsibility of this agency in reporting use of designer drugs. Cathy Meske reported designer drugs are not illegal to sell to adults and they take advantage of a gray area in the law. Cathy Meske reported in Alpena, the probate judge makes it part of a court order that children under his authority are prohibited from using these substances and that they are subject to drug testing. Linda Canfield reported that at the Emergency Room, the protocol is to report usage to the police and the Department of Health.

XI. Chair's Report

1. May Strategic Planning Discussion

The Board discussed a proposal to delay the Strategic Planning session as a result of the new plan addressing dual eligibles that will make planning difficult until more details are revealed. The meeting may be postponed to June or July.

2. 2012 CMH PAC Campaign Reminder

Gary Nowak reported donations are still being accepted for the CMH PAC. The Board Association has requested this to be wrapped up by May 1. Board members have the April meeting to make contributions if they so desire.

XII. Director's Report

1. HB 4862 & 4863 – Poleski Bills

Tony White reported these bills address the integration of substance use services and mental health. These bills would essentially merge the responsibilities currently with the coordinating agencies – for Northeast it would be NMSAS, and merge the administration into the PIHPs. Terry Larson reported this bill is out of the committee level and has been moved to the floor. He notes there are various attachments being reviewed.

Tony White reported Olga Dazzo continues to refer to the myriad agencies that manage behavioral health services and substance abuse services within the state. There are currently 16 CAs, 18 PIHPs, and 46 CMHSPs. These bills would force administrative mergers to the PIHPs keeping the funding stream separate and continue using the same providers. Tony White noted it would be difficult to defend integration of behavioral health with primary care if the system cannot integrate behavioral health and substance use services.

Terry Larson reported the contracting mechanisms and monitoring would need to be developed to integrate. NMSAS already has that developed and this would add additional administrative costs. He noted there are many single counties that also have a single county PIHP and there may be some review of that alignment.

2. Dual Eligible Forum Update

Tony White noted last month's presentation addressed the dual eligibles. Michigan is one of 15 states drafting a plan for integrating healthcare services for the dual eligibles. He reported the Department of Community Health has a link on their website that includes the proposed plan. Mr. White reported the Department included many of the recommendations from the Board Association's Model Development workgroup.

Tony White reported our forum date is Tuesday, March 13 at 2:30 p.m. He reported we would be linked to Munson Medical Center's and will host the video conference in this room. Almost 700 letters were sent out to consumers to notify them of the opportunity to attend and ask questions.

Tony White provided some basic information related to the forum to be held on Tuesday. This is very early in the process and questions asked may not have answers yet but the expectation is that the questions will be logged and addressed.

Mr. White reported seating at the forum here will be prioritized for consumers who are duals, though we expect seating will be available for others as well.

3. Contracts Received After the Mailing

- a. **City of Alpena/County of Alpena Fiber Access Agreement**
- b. **Hughes & Sons**
- c. **RTW [Return to Work]**

Moved by Virginia DeRosia, supported by Tom Young, to approve the City of Alpena/County of Alpena Fiber Access Agreement, Hughes and Sons lease agreement and RTW Agreement as presented. Linda Canfield inquired about the location of RTW services and it was noted the firm is in Wisconsin. Roll call vote: Ayes: Richard Anderson, Linda Canfield, Maggie Clay, Virginia DeRosia, Alan Fischer, Judy Hutchins, Marie LaLonde, Terry Larson, Tom Mullaney, Gary Nowak, Pat Przeslawski, Tom Young; Nays: None; Absent: None. Motion carried.

Gary Nowak reported that payroll (including board member per diem) will require direct deposit soon..

XIII. Information and/or Comments from the Public

There were no comments presented.

XIV. Next Meeting

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, April 12, 2012 at 3:00 p.m.

A. Set April Agenda

The April schedule was reviewed. It was noted the April meeting is the organizational meeting of the Board

B. Evaluation of Meeting

Pat Przeslawski reported Board members seemed to enjoy the meeting this evening. She believes the Board accomplished their work.

XV. Adjournment

Moved by Richard Anderson, supported by Terry Larson, to adjourn the meeting.

Motion carried. This meeting adjourned at 5:02 p.m.

{signed on April 12, 2012
Virginia DeRosia, Secretary

{signed on April 12, 2012
Gary Nowak, Chair

Diane Hayka
Recorder



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RESOLUTION OF THE BOARD OF DIRECTORS OF
NORTHEAST MICHIGAN COMMUNITY MENTAL HEALTH AUTHORITY

WHEREAS, the Board of Directors of Northeast Michigan Community Mental Health Authority deems it to be in the best interest of its employees and officers to adopt, amend or restate its Cafeteria Plan under Section 125 of the Internal Revenue Code of 1986, as amended, be it

RESOLVED, that the Board of Directors hereby adopts and approves this Cafeteria Plan as amended or restated to become effective as of 01/01/2012 pursuant to the Adoption Agreement and Cafeteria Plan which are attached hereto;

RESOLVED FURTHER, that the Director of the Northeast Michigan Community Mental Health Authority shall have the authority to:

- a. execute this Adoption Agreement and Amended Cafeteria Plan, and other documents and agreements as may be necessary to implement the Plan;
- b. appoint a plan administrator for such plan, and change such administrator from time to time with the advice and consent of the Board of Directors;
- c. contract with BASIC to provide assistance to the plan administrator in establishing and maintaining such plan; and

RESOLVED FURTHER, that the Secretary of the Board is directed to enter a copy of this Adoption Agreement and this Cafeteria Plan, as amended, into the records of this institution, and into the minutes of this meeting.

CERTIFICATION

The foregoing is a true copy of a resolution duly adopted by the Board of Directors at the meeting on March 8, 2012 and entered in the minutes of such meeting in the agency's minute's book.


Virginia DeRosia, Secretary


Date