

# Northeast Michigan Community Mental Health Authority Board

## Board Meeting

January 10, 2013

### 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: Virginia DeRosia, Alan Fischer, Roger Frye, Judy Hutchins, Marie LaLonde, Terry Larson, Gary Nowak, Pat Przeslawski, Tom Young

Absent: Richard Anderson, Linda Canfield (excused), Tom Mullaney

Staff & Guests: Carolyn Bruning, Lee Ann Bushey, Ruth Hewett, Ed LaFramboise, Cathy Meske, Dick Wiitala, Jacqueline Fitzgerald @4:05 p.m. and Jennifer Styma @4:05 p.m.

### III. Information and/or Comments from the Public

Dick Wiitala thanked Board members for their support over the past several years for the IT Department. He reports this will be his last board meeting he attends as IS Director as he is semi-retiring. He reports there is a good team on board to take over the responsibilities of the department. He will continue a relationship as a consultant to assure a smooth transition. Gary Nowak noted, at Affiliation Board meetings, Northeast is praised for their advancement in computer systems and is usually ahead of the other member Boards. Northeast is quite often used as a model for others. Dick Wiitala noted the County has been very supportive in the fiber consortium as well. It takes a community working together to accomplish great things. Gary Nowak wished Dick the best in his retirement.

### IV. Consent Agenda

1. **Approval of Minutes**
2. **Contracts**
  - a. **Bay View Center Extension**

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

*[Per Roberts Rules of Order, Board member Judy Hutchins should have abstained from this vote due to direct personal interest; however, the outcome of the vote would not have been affected by this vote.]*

### V. Planning for the Northern Regional Entity Meet and Greet Update

Ed LaFramboise reported he and four Northeast Board members attended the "Meet and Greet" in Gaylord on December 18<sup>th</sup> [Roger Frye, Judy Hutchins, Terry Larson and Gary Nowak]. At that meeting each Board Director was assigned to review a piece of information related to the new entity such as by-laws, principles and models, mental health code, and Lynda Zeller joined via teleconference to discuss regional entities. Northeast's Board members spoke well and timely. Discussion related to the makeup of the Regional Entity Board was a topic of contentious conversation. One Board member encouraged consideration of having a commissioner as part of

the Board from each of the 21 counties. The preference is to have three members from each member Board to sit on the Regional Board making this a 15-member Board.

Ed LaFramboise reported this was truly a spirit of cooperation. Gary Nowak stressed the importance of this Board providing direction to our members that will be sitting on this Board and the documents being established now will be very important in the success of the Entity. Board members that attended felt the presentations by the Directors were very good and thorough. Ed LaFramboise noted there is a good mix among the directors – Chip Johnston has a very good background in the legal field, Dave Beck is an excellent facilitator, etc.

Gary Nowak reported he stressed trying to keep the Affiliation intact rather than reinventing the wheel. He notes Dave Schneider is very knowledgeable of the requirements of a PIHP. Ed LaFramboise reported there are distinct differences between Northern Lakes PIHP and Northern PIHP. In Northern PIHP there are dedicated staff performing the administrative functions and in Northern Lakes there are blended roles. Ed LaFramboise notes the decision for staffing the new entity will be something the new entity board will need to make.

Alan Fischer inquired about the location of this new entity. Ed LaFramboise reported one of the principles adopted in the agreements was to cause no Board harm. He reported when North Country purchased their new building it was with the intent to continue PIHP operation in that building. If the location is moved to Gaylord, it could cause North Country harm by loss of revenues that was anticipated when the building was purchased.

NMSAS will also play a role into the location selection as effective October 1, 2014 the Coordinating Agencies will be rolled into the PIHPs. Mr. LaFramboise noted the Regional Entity Board will be asked to do a phenomenal amount of work within a very short time. He reported discussion has occurred with the five directors to contract with the current employees of NMSAS. The question then becomes do you need two separate Access Centers, two separate IT Departments, etc. Terry Larson reported an Advisory Board will be established for the Substance Abuse requirement of the Poleski Bills and the current NMSAS Board includes a representative from each county which should aid in the establishment of this Advisory Board.

#### **By-Law Review**

Ed LaFramboise reported the by-laws in consideration were distributed. There are two versions for consideration – one being a 10-member Board and one being a 15-member Board. Ed LaFramboise stated his recommendation would be to have three members. Gary Nowak suggested investigation be made as to the role of possible alternates in case of an absence. Ed LaFramboise reported the Regional Entity By-laws will determine whether there is a role for an alternate. He will address this with the other Directors.

***Moved by Roger Frye, supported by Terry Larson, to endorse the representation of three members per Board on the Regional Entity Board.*** Motion carried.

#### **Notice of Intent to Apply**

Ed LaFramboise reported the Notice of Intent to Apply was included in the Board mailing. Since that time some of the blanks have been filled in. He noted there were only a couple of areas affected. The revised Notice was distributed tonight. This application must receive Board approval from each of the five Board and all Directors sign the document and have it returned by January 21<sup>st</sup>.

***Moved by Terry Larson, supported by Judy Hutchins, to approve the Notice of Intent to Apply and authorize the Director to execute on behalf of Northeast.*** Motion carried.

Terry Larson noted the Directors will not be directly involved in the Regional Entity Board. Ed LaFramboise reported the five Board directors' role will be defined in the operational documents for

this entity. The directors will sit on an operational committee to provide an advisory component to the Director of the Entity.

### **Appointment of Entity Board Members**

Ed LaFramboise noted he believes the direction will be to have three Board members appointed from each member Board. Gary Nowak appointed Terry Larson and Roger Frye to the Board with Pat Przeslawski and Tom Young as alternates. Pat Przeslawski noted she believes Roger Frye and Terry Larson are good candidates and Gary Nowak should be as well. One of the appointees must be a consumer. Gary Nowak reported he would fill that role. As the role of the alternates is not included in the current by-laws under consideration, those appointees will be deferred until later.

## **VI. January Monitoring Reports**

### **1. Emergency Executive Succession 01-008**

Ed LaFramboise reviewed this monitoring report with the Board noting he named the emergency successor, Cathy Meske. She is the most knowledgeable for service delivery in the agency. He notes the IT Department now has been able to connect their e-mail to their I-phones so he and Cathy are very accessible.

*Moved by Pat Przeslawski, supported by Marie LaLonde, to accept the January monitoring reports as presented.* Motion carried.

## **VII. Board Policies Review**

### **1. Emergency Executive Succession 01-006**

There were no comments from Board members or recommendations for any revisions.

### **2. Chief Executive Role 03-001**

This policy was reviewed and Board members had no comments.

## **IX. Linkage Reports**

### **1. MACMHB**

#### **a. Dual Eligible Update**

Ed LaFramboise reported the most recent communication related to the Dual Eligibles project was included in the mailing. The original intent was to have statewide implementation; however, CMS agreed to only having region pilot projects. There is a meeting next week and more details will be available.

### **2. Northern Affiliation**

#### **a. December 19<sup>th</sup> Board Meeting Report**

The Board meeting was held on December 19<sup>th</sup>. Revenue was a little lower than expected for the first two months of the year. On January 2, the Operations Committee met. During that some corrections were made to the revenues and there is now a positive cash flow.

Ed LaFramboise reported the Department has some incentive initiatives. The Northern Affiliation was awarded an incentive in the development of Self-Determination. This award was \$30,000. A discussion will occur as to how such incentives will be treated in the future.

Terry Larson reported the Affiliations have large Risk Funds that will need to be considered in the new Entity. Ed LaFramboise noted Northern Affiliation's Risk Fund is fully funded and due to the fact that all members of Northern Affiliation are in the new Entity, the entire fund will follow. Northern Lakes and Centra Wellness will come with a portion of their risk fund based on an actuarial review.

### **3. Clinical Services and Support Report**

Cathy Meske reported there has been an increase in the number of persons served. She notes this is based on November's services. It is quite common for more children to seek services with the startup of a school year. Cathy Meske noted she would like to see an increase in Clubhouse services. She is working with Gary Jarmuzewski and Mary Mingus to focus on transitional employment.

#### **b. Northern Affiliation September 5<sup>th</sup> Board Meeting**

The minutes from this meeting were included in the mailing. This was reported on earlier; however, the hard copy minutes are now available.

### **4. Legislative Event Planning**

Ed LaFramboise reported it has been very difficult to get Senator Moolenaar scheduled. The dates now being considered are February 25 or March 1. Clubhouse has indicated a Friday is their preference. Gary Nowak inquired as to Board member interest in hosting this event. Judy Hutchins and Alan Fischer felt this was a beneficial event. Roger Frye reported he will be out of the area during this time. Board members felt hosting the event at our office might be a better venue to really express our concerns.

## **VIII. Chair's Report**

### **1. Winter Conference (Feb 12 & 13 – Best Western Plus Hotel Lansing)**

Gary Nowak requested Board members make known their wishes to attend as the early-bird deadline is prior to the next Board meeting. Judy Hutchins, Gary Nowak, and Cathy Meske will attend. Tom Young is considering.

### **2. Public Hearing – Program Input – January 31, 2013 @ 1:00 p.m.**

Ed LaFramboise reported this Public Hearing is held to receive stakeholder input for what was previously a part of what was called the Program Policy Guidelines. The new name is the Assessment of Needs. Surveys have been sent to various providers requesting input and also with how last year's concerns were addressed. This information will be compiled and presented at the Public Hearing. Ed LaFramboise extended an invitation to Board members to attend. He noted the final product submitted will be brought back to the Board in February.

## **IX. Director's Report**

### **1. Projects for 2013**

Ed LaFramboise reported there are several projects that will take place this calendar year to include creating the regional entity, dual eligibles project, and integrated healthcare. Integrated healthcare will be one we will be aggressively attacking. Cathy Meske has been requested to head up the project to address physical health in collaboration with the health care clinics, free clinic and Medical Arts. Some of the expansion dollars we received this year will be used to assure persons with serious and persistent mental illness will have their primary health care needs met as well. The Affordable Care Act will go into full effect January 1, 2014. This will mandate coverage for those 200+ employees of Northeast working consistently 30 hours per week or more. This will need to be addressed as the cost for this coverage could total \$2M. He noted Lisa Anderson will be leading a workgroup to address how to cover or address the issue for this group of employees. If Medicaid expansion is enacted in Michigan, additional revenues will be brought to the area to offset the costs and some of the part-time employees might fall under the household threshold making them eligible for Medicaid.

A future topic might be an Accountable Care Organization where we would join together with other agencies to collectively treat the consumers to assure healthcare dollars are being spent wisely. In addition, the health home development will need some attention. This would make us responsible for the behavioral healthcare as well as primary healthcare, both financially and

legally. This is a designation and certification process that must be explored later this calendar year.

**2. CARF Schedule February 20-22, 2013**

The triennial certification will be conducted on February 20-22. Board members are typically involved in an interview process with the CARF surveyors. The exit conference will be conducted on the last day of the review. The last time Northeast received glowing reports. He reported Lynne Fredlund will be organizing this visit.

Alan Fischer noted in the previous review, Northeast did not seek accreditation in board governance. Ed LaFramboise will investigate the options for this and report back to the Board.

Lynne Fredlund will provide a CARF refresher at the February meeting. Ed LaFramboise also noted there will be an employment video available at that meeting as well.

**3. QI Council Update**

The minutes for the QI Council included in the mailing and Board members had no questions.

**X. Information and/or Comments from the Public**

Jacqueline Fitzgerald addressed the Board noting a fund raiser underway at this time is the pancake suppers at McDonalds. She noted the first one was held last evening. Tickets for the next pancake supper [January 16] are available from her after the meeting. An open invitation to Board members was extended to visit the Drop-In Center.

Pat Przeslawski noted the three-month extension was passed earlier in this meeting and inquired about opportunities the Center is taking to make it more self-sufficient. Judy Hutchins and Jackie Fitzgerald reported grants are being obtained to support those consumers without Medicaid. Gary Nowak suggested investigation to a millage be considered to assure a steady funding stream is available. Ed LaFramboise noted Bay View Center has put good effort into fund raising for the first 90 days of the initial extension. If the state adopts the Medicaid Expansion and the Adult Benefit Waiver reopens for enrollment, this should be a non-issue beginning 2014. Judy Hutchins reported a benefit concert is scheduled for May.

Diane Hayka reported Phil Richards, one of the founding members of the Northeast Community Foundation, passed away and his funeral was earlier today. A memorial will be sent in his memory to the Community Foundation of Northeast Michigan on behalf of the Board.

Tom Young inquired about what this agency is doing to find the dangerous people in the community to avert a tragedy such as the shootings in Newton. Ed LaFramboise noted we rely heavily on the local law enforcement officers to bring in any person they suspect of being dangerous. As a preventative measure, Tom Hainstock was trained in Mental Health First Aid. He has provided several training sessions for various community partners. In February, the agency is sending Tom Hainstock to Florida to be certified to train in Mental Health First Aid for Adolescents and Youth. We will then offer that training course to the schools, law enforcement, etc.

Pat Przeslawski shared an incident she had recently observed; noting the workers at the business did not know how to handle situations where a person is acting somewhat bizarre. Instead of requesting police intervention, they just shooed the person off their property. Marie LaLonde noted some family members do not know the services our facility offers. This information needs to be made more available to the community. Cathy Meske reported the "Letter to Community" is a good tool for us to use to disperse that information. Cathy Meske reported the Youth First Aid has already had invitations sent to the courts and schools. Gary Nowak suggested we investigate the possibility of having a newspaper column monthly addressing various topics. Ed LaFramboise reported it is our

goal to have a "Report to Community" newsletter available for distribution in May for May in Mental Health Month.

Alan Fischer reported he has done a lot of soul searching since this most recent tragedy as it relates to mental health services. He voiced his concern about the number of consumers with a mental illness that falls through our cracks due to diagnosis. He requests an in-service for Board members on the Mental Health First Aid training program. We will try to schedule this presentation in March.

Ed LaFramboise reported Tony White and Cathy Meske have arranged with Thunder Bay Community Health Services and Alcona Health Center for school-based social work services. Thunder Bay currently has a clinic at the Hillman Elementary Schools as well as Onaway Schools. There will also be a traveling social worker to provide services in Lewiston, Hillman and Atlanta if they should decide to participate. The Alcona Clinic's contract is hoped to be finalized next week to provide services at Thunder Bay Junior High and Ella White schools. They already have a school-based clinic in the Alcona Schools. In addition to this, our internal home-based services program offers many services within the schools were needed as well.

**XI. Next Meeting – Thursday, February 14 at 3:00 p.m.**

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, February 14, 2013 at 3:00 p.m.

**1. Set February Agenda**

The February Agenda items were reviewed. Nominations Committee will need to meet prior to the February meeting.

**2. Meeting Evaluation**

Tom Young reported it was a good meeting. Gary Nowak noted all board members participated.

**XII. Adjournment**

***Moved by Virginia DeRosia, supported by Pat Przeslawski, to adjourn the meeting.***

Motion carried. This meeting adjourned at 4:55 p.m.

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[signed by Alan Fischer on 2/14/13]  
Alan Fischer, Secretary

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[signed by Gary Nowak on 2/14/13]  
Gary Nowak, Chair

Diane Hayka  
Recorder