

Northeast Michigan Community Mental Health Authority Board

Board Meeting

October 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: Linda Canfield, Virginia DeRosia, Alan Fischer, Roger Frye, Judy Hutchins, Marie LaLonde, Terry Larson, Tom Mullaney, Gary Nowak, Tom Young

Absent: Judy Jones, Pat Przeslawski

Staff & Guests: Lisa Anderson, Dayna Barbeau, Carolyn Bruning, Jackie Fitzgerald, Lynne Fredlund, Margie Hale-Manley, Ruth Hewett, Cheryl Jaworowski, Ed LaFramboise, Cathy Meske, Charles Terry, Janet Wood, Peggy Yachasz

III. Information and/or Comments from the Public

There were no comments presented.

IV. Educational Session – Funding

Cheryl Jaworowski reviewing the funding sources the Agency receives and the history behind the funding. In this presentation, Cheryl covered the various funding sources, managed care funding, funding history, financial determinations, how services get charged to each bucket and funding mandated services.

Judy Jones arrived at 3:02 p.m.

Cheryl Jaworowski reviewed the operating fund breakdown noting Managed Care funding makes up 95.4% of Northeast's funding. She noted Medicaid funding has increased since FY06 by 45.9% and the General Funds have decreased by 12.4%. She reported traditionally the agency lapses Medicaid dollars over the year due to many reasons. Individuals with Medicaid are never on waiting listing and receive their needed services. Those individuals underinsured might be individuals that would be placed on a waiting list once screened. Each situation is looked at individually and the criteria for the waiting list can be waived should a determination be made to the severity of need.

Cheryl Jaworowski reviewed the financial determination process used to determine an individual's ability to pay. Once this determination is made and relayed to the individual, there is an appeal process they can undertake to have the determination reviewed. Cheryl Jaworowski reported aged accounts are reviewed with some being sent to collection or some being written off. If written off, the funds get charged to the local fund bucket. The Ability to Pay scale was reviewed depicting income guidelines in determining the Ability to Pay.

Cheryl Jaworowski reviewed the Medicaid "Spend Down" for those individuals that make just over the allowable income levels. In a "Spend Down," the individual must submit health care receipts to the Department of Human Services until they meet their spend-down amount. Dayna Barbeau provided some guidelines used in determining eligibility for Medicaid and provided some information related to the application process.

Cheryl Jaworowski reviewed the reimbursements established by 3rd party insurance plans; noting these companies do not cover the cost of service. If the agency participates with a third party

insurer, the agency must accept the approved rate for the service. The remainder of the cost for the services is charged against General Fund dollars.

Cheryl Jaworowski reviewed the criteria used to determine eligibility for services at this agency. Cathy Meske provided Board members with how diagnoses are determined as to whether they are moderately depressed and would be handled at the local qualified health plans or whether they are severely and persistently depressed and would receive services at this agency.

V. Consent Agenda

1. Approval of Minutes

2. Contracts

- a. NEMROC
- b. Greenway Fuels, LLC

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

VI. October Monitoring Reports

1. Budgeting 01-004

Cheryl Jaworowski reviewed the Statement of Revenue and Expense for month ending August 31, 2013. She reports there was some improvement on the General Fund deficit reducing the deficit by \$107,000. She notes this is due to the waiting list implementation and monitoring of spending.

2. Compensation and Benefits 01-008

Ed LaFramboise reported Lisa Anderson is instrumental in the preparation of this report addressing Compensation and Benefits. Lisa Anderson reported the Board Association conducts a salary survey every other year. Most of the Community Mental Health Boards participate in this survey. This survey is compiled by budget size segregating those with budgets greater than \$30 million and under \$30 million. Lisa Anderson reported some of the lags in salary comparisons come in the classifications of Professional Clinical staff attributed to the fact we have had several retirements within that group and new staff hired are new graduates starting at a lower entry wage. Another classification showing the lag is the Paraprofessional staff. Lisa Anderson reported Northeast is one of the few Boards that directly operate residential programs. Ed LaFramboise noted the Boards that have some staff in residential are different in that they might have BAs or other degrees so it makes it difficult to compare apples to apples. A closer comparison could be made if the Michigan Assisted Living Association (MALA) would have a salary survey out for comparison.

Lisa Anderson reviewed the pension account benefit noting these are fully funded and are 401a accounts.

Moved by Linda Canfield, supported by Virginia DeRosia, to accept the October monitoring reports as presented. Motion carried.

VII. Strategic Plan

The Strategic Plan draft was included in the mailing. Ed suggests the Barrier section be updated to include the recent changes related to Medicaid Expansion. Board members authorized the Director to update the barrier section. A request was made to also change the "consumer" in the Vision Statement to "Person-Centered."

Moved by Roger Frye, supported by Terry Larson, to authorize the Director to update the barrier section and approve the Strategic Plan Document with a correction of consumer to person-centered in the Vision Statement. Motion carried.

VIII. Board Policy Review and Self Evaluation

1. Annual Board Planning Cycle 02-007

There were no comments or recommendations for this policy.

2. Chief Executive Job Description 03-003

There were no comments or recommendations for this policy.

3. Monitoring Executive Director 03-004

There was an adjustment made to the monitoring schedule based on the perpetual calendar revisions.

4. Ends 04-001

A revised policy was distributed and it was noted consumers should be changed in some places in this policy as well. This will be revised and consensus of the Board was to approve with those noted changes.

Moved by Tom Young, supported by Marie LaLonde, to approve revisions to Policy 04-001 and Policy 03-004 as presented. Motion carried.

IX. Linkage Reports

1. Northern Michigan Regional Entity (NMRE)

Ed LaFramboise reported Dave Schneider as CEO of the NMRE has been finalized. The CFO and CIO interviews will be taking place next week. All documents required in the AFP were submitted to the Department timely. The Department will be conducting its IT site visit on October 15.

Ed LaFramboise reported all five Boards of the NMRE were provided with the actuarial rates the Department conducted using Merriman. By early next week, Northeast should know what the Per Member Per Month (PMPM) funding will be effective January 1. Once this is known, a meeting will be held with the Directors to discuss budgets.

Ed LaFramboise reported there are still some intensive discussions with NMSAS and the merger of the two agencies.

The minutes of the August meeting were included in the mailing.

Roger Frye reported our Entity appears to be ahead of the game statewide. Ed LaFramboise reported there are a couple of Entities that are struggling. This could be dangerous as if they do not get organized, the Department could bid out that region.

2. Northern Affiliation Update

Ed LaFramboise reported the Northern Affiliation anticipates a lapse of Medicaid of approximately \$3 million. Each member Board was requested to submit a budget to include a small cost of living increase along with the implementation of the requirements of the Affordable Care Act. This budget would be for the 90-day period only [October 1 – December 31]. He believes there is going to be a resolution on that budget within the near future. He noted the lapsed funds will be needed as the PMPM could impact our funding negatively in the future.

3. Board Association

a. Fall Board Conference – October 20 & 21 – Soaring Eagle Resort

Gary Nowak reported the Fall Board Conference will be held at the Soaring Eagle Resort in Mt. Pleasant. Board members were provided with their reservation confirmations in the mailing.

b. MACMHB Recommendations

Ed LaFramboise distributed a document drafted by the Board Association submitted to the Mental Health & Wellness Commission chaired by Lieutenant Governor Brian Calley.

Ed LaFramboise reported 32 agency staff have been trained to assist individuals to apply for Medicaid using the MyBridges Program. Dayna Barbeau reported the applications for Medicaid Expansion can be submitted on paper to an address in London, Kentucky. The individuals can also apply online and those applications will be held until the State begins processing the Medicaid Expansion applications.

Ed LaFramboise reports some of the recommendations you will hear about is the treatment of moderate benefit as those individuals are provided treatment through the qualified health plans. The provider does not have a risk of long-term care in those cases and the risk would fall back on the community mental health boards.

4. Clinical Services and Support Report

Cathy Meske reports she has worked with Donna Roussin to get correct data for this report. Board members reviewed the report.

5. Consumer Advisory Council

Ed LaFramboise reported Tom Hainstock provided the Council members with an overview of his Mental Health First Training. By the end of this month, he will have trained over 300 individuals. Ed LaFramboise reports Tom is working with the school systems right now, finishing up Alcona schools and beginning in Onaway and Rogers City. Roger Frye suggested playground assistants be included in the training as well. Ed LaFramboise reports the school has the ability to offer this to any staff they feel appropriate.

Pat Przeslawski arrived at 4:25 p.m.

Ed LaFramboise reported the Day of Education will be held on October 18 in Gaylord with Paul Rajasekhar MD and Roger Boston being presenters at the event. Dave Misel will be presenting an update on the Evidence Based Practice Groups being offered at the Agency to the Consumer Advisory Council at their December meeting. The Board requested this training be considered for their November meeting.

X. Chair's Report

1. Perpetual Calendar Adoption

The perpetual calendar was reviewed last month with a change made to the month the Strategic Planning Session is held from May to June.

Moved by Judy Hutchins, supported by Virginia DeRosia, to approve the FY13-14 Perpetual Calendar as presented. Motion carried.

2. Nomination's Committee/By-Law Review

Gary Nowak reported the counties appoint Board members in April. He requests the Nominations Committee get a letter out to the various counties encouraging the reappointment and the appointments be made in January and providing recommendations. Gary Nowak noted

the Nominations Committee will be same as last year. Those members included: Virginia DeRosia, Marie LaLonde, Pat Przeslawski, and Tom Young. The by-laws direct the Nominations Committee be appointed by the November meeting which... "shall exist for the sole purpose of nominating candidates to fill the positions of the Board's Offices..."

XI. Director's Report

1. Evaluation Feedback

Ed LaFramboise reported the feedback from the Evaluation Survey was very beneficial. He reports one of the comments included in the survey questioned how prepared the agency is in critical preparedness. Ed LaFramboise reports Northeast does have a team consisting of Cathy Meske, Nena Sork and Renee Curry to respond to Critical Incidents. He reports while we have provided services in some instances, to address an incident on a large scale might be problematic. He reports Cathy, Nena and Renee will be attending a training to assist in preparing for a bigger event. He reports Northeast has a good arrangement with the law enforcement officers in the area to address any concerns they have of individuals.

Tom Mullaney reported at the Michigan Association of Counties heard a presentation from Mike Vizona in a panel discussion about intervention services in critical incidents.

2. QI Council Update

The minutes were distributed and Board members had no questions.

3. Tom Hainstock, the Actor

Ed LaFramboise reported WBKB-TV aired a Mental Health First Aid segment with Tom Hainstock. This is on the WBKB11 website.

XII. Information and/or Comments from the Public

Lynne Fredlund reported Amy Pilarski is working with Tom Hainstock to provide Mental Health First Aid to law enforcement officers.

XIII. Next Meeting

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, November 14, 2013 at 3:00 p.m. Board members were surveyed and it was noted there would be a quorum.

A. Set November Agenda

The Agenda was reviewed and Dave Misel, if available, will be the educational session to review the various Evidence Based groups.

XIV. Evaluation of Meeting

Linda Canfield reported the educational session was very informative and there was good discussion.

XV. Adjournment

Moved by Terry Larson, supported by Virginia DeRosia, to adjourn the meeting. Motion carried. This meeting adjourned at 4:47 p.m.

_____ [signed on 11/14/2103]
Alan Fischer, Secretary

_____ [signed on 11/14/2103]
Gary Nowak, Chair

Diane Hayka
Recorder