

Northeast Michigan Community Mental Health Authority Board

Board Meeting

November 14, 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, Roger Frye, Judy Hutchins, Judy Jones, Marie LaLonde, Terry Larson, Tom Mullaney, Gary Nowak, Pat Przeslawski

Absent: Linda Canfield (excused), Alan Fischer, Tom Young (excused)

Staff & Guests: Lisa Anderson, Dayna Barbeau, Carolyn Bruning, Lee Ann Bushey, Jacqueline Fitzgerald, Ruth Hewett, Cheryl Jaworowski, Ed LaFramboise, Mary Mingus, Dave Misel, Kristopher Toy

III. Information and/or Comments from the Public

There were no comments presented.

IV. Educational Session – Evidence-Based Programs/Groups

Dave Misel reviewed the offering of groups by this Agency. He stressed the importance of having a medical necessity to participate in the group sessions. Due to retirement of a clinical staff member some of the groups will be affected; however, all consumers will receive the necessary supports they need and be included in other similar groups. Mr. Misel reviewed each of the groups and the criteria for each group. He reports the Family Psychoeducation group focuses on the disease itself and the disease symptoms providing education to the whole family unit or the individual's support figure.

Alan Fischer arrived at 3:05 p.m.

Dave Misel noted the Illness Management and Recovery is a group to assist those individuals stuck in their recovery. It gives them a boost to move forward and provides tools and practices to assist in recovery. Mr. Misel reported many of the groups are held at the Fletcher Street Office. He reported there are two groups addressing Integrated Dual Disorders – one a Persuasion Group and one an Action Group. The Persuasion group is targeted for those individuals who may not recognize they have problems that need some focus. The Action Group is for those individuals actively attempting to change their future and develop skills that enhance their quality of life.

Dave reported the groups discussed here are focused on adults, age 18 and over. Dave reviewed the various ideal number of group participants noting six is a good size for a group.

Tom Mullaney inquired about where juveniles can participate in group therapy. Dave noted at this point the Agency does not hold groups for adolescents. Terry Larson inquired about whether groups are held in the outlying counties. Dave reported attempts have been made to host groups in the outlying counties but did not have enough interest. Ed LaFramboise reported there are groups in Montmorency County for those with intellectual disabilities for skills building. Partners in Prevention does the Children's Friendship Training segment, Catholic Human Services also has groups addressing substance use issues in adolescents and adults and the Bay View Center also sponsors a group for substance use.

- V. **Consent Agenda**
1. **Approval of Minutes**
 2. **Contracts**
 - a. **Do All Inc.**
 - b. **Partners in Prevention**
 - i. **Children's Friendship Training**
 - ii. **Trauma Informed Care Project**
 - iii. **System of Care**
 - c. **Bay View Center**

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

VI. **November Monitoring Reports**

1. **Treatment of Consumers 01-002**

The minutes of the last Recipient Rights meeting as well as the quarterly Recipient Rights Activity Report and the Annual Recipient Rights Data Report to the state were included in the mailing. Board members had no questions or comments.

2. **Budgeting 01-004**

Cheryl Jaworowski reviewed the preliminary Statement of Revenue and Expense for month ending September 30, 2013. She reports it is anticipated year-end will show a deficit of approximately \$29,000 after all final adjustments are accounted for. The Adult Benefit Waiver is overspent by \$37,224, noting by contract this amount will be covered by the Affiliation. AuSable Valley and North Country both have under expenditures in this category and those excess funds will be used to cover this shortage.

3. **Financial Condition 01-005**

Cheryl Jaworowski reviewed the preliminary Statement of Net Position and Change in Net Position. It is anticipated there will be 31 days of operating dollars in unrestricted funds which is acceptable.

4. **Ends 04-001**

Ed LaFramboise reviewed the Ends Monitoring Report. The CAFAS goal was missed by 7% but the program did improve CAFAS scores for 19 of the 26 cases. This goal was adjusted to reflect a more realistic goal for next year's End statement.

Mary Mingus reviewed the Supported Employment goals for those individuals with a mental illness. The original goal was a 5% increase and the actual increase was 56% for last fiscal year. She reported they have hired an employment specialist to work in the outlying counties.

Ed LaFramboise reviewed the Supported Employment goals for those individuals with a developmental disability and Independent Living goals for those individuals with a developmental disability. While the point in time numbers do not necessarily reflect success, a brief explanation is provided to show the successes of each of the programs.

Ed LaFramboise reported the Community Education goal of the two reports was not met. Next year's report to community was changed to reflect there would be one report.

Moved by Judy Hutchins, supported by Virginia DeRosia, to accept the November monitoring reports as presented. Motion carried.

VII. Board Policy Review and Self Evaluation

1. Treatment of Consumers 01-002

There were no comments or recommendations for this policy.

2. Staff Treatment 01-003

There were no comments or recommendations for this policy.

VIII. Linkage Reports

1. Northern Michigan Regional Entity (NMRE)

The October 16th minutes were not available. Ed LaFramboise reported the job descriptions for the CFO and CIO were discussed. The Board charged the CEO in developing a budget for the new entity. This will be addressed later in this meeting.

Ed LaFramboise reported the Entity is focusing much of their time in the transition planning for NMSAS in the Regional Entity.

2. Northern Affiliation Update

There was no report on this agenda item.

3. MACMHB

a. Fall Board Conference Update – October 21 & 22

Gary Nowak reported the 50th Anniversary Dinner Celebration was the highlight of the Fall Board Conference held in Mt. Pleasant. He noted an individual provided a recovery story of her success which was very good. Roger Frye noted the session related to John F. Kennedy's role in the Community Mental Health Act. Terry Larson reported walking at the conference was a downfall. Ed LaFramboise reported the Member Services Committee reviewed the comments and as a result MACMHB has entered into an agreement to host the Fall Conference for the next five years at the Grand Traverse Resort. Gary Nowak reported our Region is ahead of most in developing the Entity.

4. Clinical Services and Support Report

Ed LaFramboise reported over the past year, this Agency has served 2,307 in all programs.

Tom Mullaney inquired about the methods used to place juveniles in treatment facilities out of area. Ed LaFramboise reported the juveniles we serve must be severely emotionally disturbed. Many of the individuals placed at the treatment facilities in questions would not qualify for services here due to the seriousness of their disturbance. If the individual does qualify with the diagnosis for our service, our Agency would share in costs with the courts if placement is necessary.

Judy Hutchins inquired as to whether having Medicaid qualifies them for services and Ed LaFramboise noted the child still needs to be qualified for services with the appropriate diagnosis.

Tom Mullaney voiced his concern about the control the placement facility has on the release of the individuals once placed. He notes in the cases involved related to Alpena County, the treatment facility is the one to determine when the individual is stable enough to be released.

Ed LaFramboise reported our Utilization Management staff review stays for our individuals placed at locations such as Pointe East, Caro, etc. to limit stays. Ed LaFramboise noted for those individuals not managed by our Agency he does not know what protocol is used to determine length of stays.

IX. Nomination's Committee Report

Pat Przeslawski reported the Nomination's Committee met and will be submitting letters to Alcona, Montmorency, and Presque Isle County to recommend reappointment of current Board members with terms expiring. Diane Hayka will contact the secretary of the Montmorency County Board of Commissioners to request addressing appointment to replace Tom Young by the January meeting.

X. Chair's Report

1. Memorandum of Understanding – Northeast Michigan Coalition for the Prevention of Homelessness and Hunger

This is an agreement used for our block grants for homelessness and chronic homelessness. The Department conducted an audit of the program and requested a new agreement along with certification of there being no conflict of interest with any of the landlords used for this agreement. Board members reviewed the listing of landlords and did not believe there were any conflicts of interests amongst Board members.

Moved by Terry Larson, supported by Marie LaLonde, to approve the Director to enter into the Memorandum of Understanding with Northeast Michigan Coalition for the Prevention of Homelessness and Hunger as presented. Motion carried.

XI. Director's Report

Gary Nowak reported a note was received from Linda Canfield and Tony White regarding their attendance at the Fall Conference. In addition, a letter was received by Alpena County Board of Commissioners reappointing Linda Canfield to the Board.

1. Budget Amendments

Alcona Citizens for Health (Alcona Health Center – Lincoln) Lease

Ed LaFramboise reported this is for new office space in Alcona County. This will provide an office for the outpatient therapist at the Lincoln Office of the Alcona Health Center 3 ½ days per week. The cost for the office space would be \$384/month, excluding internet and telephone service.

Moved by Roger Frye, supported by Alan Fischer, to authorize the Director to execute the lease agreement between Alcona Citizens for Health and Northeast Michigan Community Mental Health for office space at their Lincoln Office. Roll call vote: Ayes: Virginia DeRosia, Alan Fischer, Roger Frye, Judy Hutchins, Judy Jones, Marie LaLonde, Terry Larson, Tom Mullaney, Gary Nowak, Pat Przeslawski; Nays: None; Absent: Linda Canfield, Tom Young. Motion carried.

2% Wage Adjustment Increase

Ed LaFramboise reported due to lack of knowledge for future funding his recommendation is to award a 2% wage adjustment increase to be paid this calendar year as there were no steps or no cost of living allowances awarded this fiscal year. He noted there is a significant increase in the cost passed on to employees with the offering of the health benefit this year. This 2% increase will be based on hours worked for part-time employees using last year's hours. This will not be added to the base salary. This will put the costs in this calendar year where our budget is known through December 31, 2013.

Tom Mullaney noted the Alpena County is freezing any and all increases for any county employees and would be unwilling to approve any type of increase.

Moved by Pat Przeslawski, supported by Alan Fischer, to authorize the Director to approve a one-time, 2% wage adjustment increase that is comparable to Affiliation

member wage adjustments and in anticipation of health insurance reform corrections being implemented on January 1, 2014. Roll call vote: Ayes: Virginia DeRosia, Alan Fischer, Roger Frye, Judy Hutchins, Judy Jones, Marie LaLonde, Terry Larson, Gary Nowak , Pat Przeslawski; Nays: Tom Mullaney; Absent: Linda Canfield, Tom Young. Motion carried.

Gentle Teaching Mentoring Program

Ed LaFramboise reported the Gentle Teaching program continues and there is a need to develop the teaching mentoring program further to assure staff can respond to any crisis events.

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

Capital Purchases (4 Loop Hearing Augmentation Systems and 6 Motorized Shower/Bath Chairs)

Cheryl Jaworowski reported the hearing Augmentation systems would be expanded to additional conference rooms. This would include the Administrative Conference Room, Fran Mattson Conference Room and Room 102 Conference Room at 400 Johnson and the Hillman Conference Room. This allow for staff and visitors with hearing aids to be accommodated.

Cheryl Jaworowski reports our original request was addressed at the September meeting for 10 of the shower carts, with 4 shower carts in the current fiscal. The vendor was unable to fulfill the items ordered by end of last fiscal year so these items are not included in the current FY14 budget.

Moved by Pat Przeslawski, supported by Virginia DeRosia, to approve the purchases of 4 Loop Hearing Augmentation Systems and 6 Motorized Shower/Bath Chairs as presented. Roll call vote: Ayes: Virginia DeRosia, Alan Fischer, Roger Frye, Judy Hutchins, Judy Jones, Marie LaLonde, Terry Larson, Tom Mullaney, Gary Nowak , Pat Przeslawski; Nays: None; Absent: Linda Canfield, Tom Young. Motion carried.

2. QI Council Update

The minutes were distributed and Board members had no questions.

3. Funding for Next Calendar Year

Ed LaFramboise reported a funding formula has been developed using a Per Member Per Month (PEPM) methodology for all areas. He reported at Tuesday's Operations meeting of the NMRE, the funding results using this formula were reviewed. He reports four of the five members will have a reduction in funding. Northern Lakes, Northeast, North Country and Centra Wellness all will have a reduction with AuSable Valley receiving an increase.

Ed LaFramboise reports our annual funding would be \$22.8 million under this formula. This could result in a deficit of \$2.5 million for this Agency. He reports the Operations Agreement of the NMRE includes language to assure no one board is harmed. This means the new Entity will phase the reductions to each of the member boards over a period of time. The shortages will be offset by some of the Risk Funds that will be turned over to the NMRE beginning January 1.

He noted Carol Meske's position at this agency will be frozen until the true budget is known. He reports the step increases were not awarded under the bargaining contracts to assure there are no new increases to the budget knowing the deficit is such a large one. One item not known is how the Medicaid Expansion will affect the funding.

Ed LaFramboise reviewed the current risk funds that will be transferred to the NMRE; however, Centra Wellness will not have any dollars to be transferred as CEI Affiliation will spend all their risk reserve prior to year-end.

In addition to the Medicaid shortage, General Funds will also be reduced next calendar year. It will most likely warrant the use of our operating fund to get us through until the legislature decides the general funding budgets for the boards. The budget currently does not allow for General Fund dollars for the period of January 1 through March 31 and the funding for April 1 through September 30 is woefully underfunded.

XII. Information and/or Comments from the Public

There were no comments presented.

XIII. Next Meeting

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, December 12, 2013 at 3:00 p.m.

A. Set December Agenda

Pat Przeslawski requested an Educational Session related to services provided to individuals by the PAs. Ed LaFramboise reported the PAs assist with medication reviews. The psychiatric nurse practitioners have a little more hands on capability.

Ed LaFramboise reported the current events notification report indicates Dr. Brian Krause will be providing telepsychiatry services for Northeast. Dr. Krause will provide 8 hours of service per month.

XIV. Evaluation of Meeting

Pat Przeslawski reported it was a very informative meeting, both up and down. Gary Nowak wished attendees a Happy Thanksgiving.

XV. Adjournment

Moved by Marie LaLonde, supported by Virginia DeRosia, to adjourn the meeting. Motion carried. This meeting adjourned at 4:35 p.m.

[signed by Alan Fischer on 01/09/14]

Alan Fischer, Secretary

[signed by Gary Nowak on 12/12/13]

Gary Nowak, Chair

Diane Hayka
Recorder