

Northeast Michigan Community Mental Health Authority Board

Board Meeting

November 12, 2015

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, Bonnie Cornelius, Alan Fischer, Roger Frye, Judy Hutchins, Judy Jones, Albert LaFleche, Marie LaLonde, Terry Larson, Eric Lawson, Gary Nowak, Pat Przeslawski

Absent:

Staff & Guests: Lisa Anderson, Dayna Barbeau, Carolyn Bruning, LeeAnn Bushey, Danica Dumsch, Lynne Fredlund, Cheryl Jaworowski, Ed LaFramboise, Cathy Meske, Linda Murphy, Peggy Yachasz

Judy Jones was appointed as the evaluator for this meeting. Gary Nowak reported Roger Frye received his 25-year award at the recent Board Conference in Traverse City.

III. Information and/or Comments from the Public

There was no information or comments presented.

IV. Educational Session – Adult Case Management

Danica Dumsch (Adult Case Management Supervisor) and Linda Murphy (Older Adult Services/OBRA Coordinator) were introduced to Board members. Linda Murphy informed Board members that the older adult services program is targeted for those individuals 55 years of age or older. She reports there are approximately 120 individuals served in this program. The individuals served have a severe and persistent mental illness and may have a dual diagnosis or a co-occurring disorder. She notes it is important for the individual to be able to form a bond with their case manager. This assists in coordination of treatment and also assures a smooth transition should nursing home services be required in the future. She provided Board members with a breakdown of the staffing for her program.

Danica Dumsch is the supervisor for the adult services program encompassing those individuals aged 18 to 55. Individuals served in this program also have a severe and persistent mental illness, dual disorders, co-occurring disorders and, in addition, may have cognitive disabilities. Danica provided the staffing makeup for her department.

Targeted case management definition and services included in this program was reviewed.

Danica and Linda both noted the importance of the person-centered planning process to assure the individual's recovery needs, personal needs, community needs and other issues can be met and addressed. Linking individuals with other agencies within the community is important. Linda Murphy notes the plan is monitored by the case managers to assure the goals are being addressed and if needed revisions are made to the plan.

Danica and Linda noted both programs have weekly team meetings to assure everyone on the team is in the loop for any needs the individuals served might need.

Linda Murphy addressed the challenges experienced in the case management programs. She notes many things feed into the challenges. There are significant issues with substance use, staffing issues, safety concerns for the individuals we serve as well as staff, and then the paperwork.

Alan Fischer inquired as to the frequency of visits with the individuals we serve and whether the visits are conducted in the home. Danica reported this would vary by individual. If they have been recently discharged from a hospital, the visits could be daily. If they are more stable, the visits would be less. Staff are sensitive to the individual's privacy and if they do not want the visits to occur in their home, other arrangements can be made to visit elsewhere.

V. Consent Agenda

1. Approval of Minutes

2. Contracts

- a. Catholic Human Services
- b. Bay View Center
- c. Partners in Prevention
 - i. Children's Friendship Services
 - ii. Mental Health First Aid
 - iii. Trauma-Informed Care Project

Moved by Bonnie Cornelius, supported Judy Jones, to recognize Judy Hutchins conflict of interest in the Bay View Center contract allowing her to abstain. Roll call vote: Linda Canfield, Bonnie Cornelius, Alan Fischer, Roger Frye, Judy Jones, Albert LaFleche, Marie LaLonde, Terry Larson, Eric Lawson, Gary Nowak, Pat Przeslawski; Nays: None; Absent: None; Abstain: Judy Hutchins.

Moved by Linda Canfield, supported by Eric Lawson to pull Catholic Human Services Contract off the Consent Agenda for further discussion. Motion carried.

Moved by Albert LaFleche, supported by Roger Frye, to approve the Consent Agenda as amended. Motion carried.

Linda Canfield inquired about the Catholic Human Services contract and what the funding actually covers. Cathy Meske reported the contract covers many wraparound services to children with the court systems and school systems. This covers several part-time staff hired by Catholic Human Services. Ed LaFramboise reports this service assists to keep the families together and keep kids in school. He suggested Catholic Human Services might be willing to present an educational session related to wraparound services to the Board at a future time.

Moved by Linda Canfield, supported by Judy Hutchins, to approve Catholic Human Services contract as presented. Roll call vote: Linda Canfield, Bonnie Cornelius, Alan Fischer, Roger Frye, Judy Hutchins, Judy Jones, Albert LaFleche, Marie LaLonde, Terry Larson, Eric Lawson, Gary Nowak, Pat Przeslawski; Nays: None; Absent: None. Motion carried.

VI. November Monitoring Reports

1. Treatment of Consumers 01-002

Ed LaFramboise reported Ruth Hewett was not able to attend this meeting today. Linda Canfield and Pat Przeslawski are members of the committee. The materials included in the packet were the minutes from the latest Recipient Rights meeting, their quarterly report and

the annual report to the State, along with the letter from the State announcing 100% compliance in the most recent audit of the agency's Recipient Rights system.

2. Budgeting 01-004

Cheryl Jaworowski reviewed the most recent Statement of Revenue and Expense Report for the month ending September 30, 2015, which is a very preliminary report. She reports there will be some changes as all expenses are not input as of yet. She reports the budget is underspent by 6%. Cheryl Jaworowski noted the Healthy Michigan Funds were underspent significantly. This is due to the front loading of the Healthy Michigan Fund to assure dollars were available for the initial enrollment as it was anticipated the sickest of individuals would be the first to enroll for services. Future payment in the Healthy Michigan fund will be lower. The under expended Medicaid will be returned to the Regional Entity and the Entity is allowed to carry forward up to 7.5%.

3. Financial Condition 01-005

Cheryl Jaworowski reviewed the Preliminary Statement of Net Position and Change in Net Position for month ending September, 2015. She reports the unrestricted net position as a percentage of projected annual expense has increased to 12.3%. This is positive.

4. Ends 04-001

Ed LaFramboise reviewed the Ends outcomes. Children with serious emotional disturbances served by the Agency are measured by the CAFAS. Linda Canfield inquired about the four families included in the report that the agency was unable to contact. Cathy Meske reported these could be families at risk who may not answer the door if they still live there, mail attempts result in returned mail and no answer to phone calls. Ed LaFramboise reports while the objective wasn't met, there were many vacancies within the department this past year and the previous coordinator's passing may have all contributed to not meeting this objective this year.

Ed LaFramboise reported the MI Supported Employment met and surpassed their goal of employment. Cathy Meske also reported there are a few new businesses utilizing the program and providing employment opportunities for the individuals we serve.

The DD Supported Employment ended the year with 111 people employed. He notes some of the loss of employment this past year was due to other reasons.

Ed LaFramboise reports 106 individuals are living independently. Albert LaFleche inquired as to whether these individuals are closely monitored. Ed LaFramboise notes this would be identified in the individual's plan of service and due to need.

Ed LaFramboise reports he will begin his rounds to the County Commissions yet this year.

He reports trainer training in Mental Health First Aid and Youth Mental Health First Aid was recently offered and we were able to secure three community members to participate in the training, two in adult Mental Health First Aid and one in the Youth Mental Health First Aid. This will fill the void for training left when Tom Hainstock retired.

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

VII. Board Policy Review and Self Evaluation

1. Treatment of Consumers 01-002

Board members reviewed the policy. Eric Lawson requested clarification of intent for the first bullet, "Use application forms or procedures that elicit information for which there is no clear necessity." Cathy Meske reported this just prohibits the agency from inquiring as to political preferences, etc. Mr. Lawson also commented on bullet #7, noting the way it is written could cause failure even though there might not be ethnic groups to address in the community. Ed LaFramboise will draft language for #7 to make it clear as to intent.

2. Staff Treatment 01-003

Board members reviewed the policy. Eric Lawson noted bullet #4 might have various interpretations which may be confusing. He suggested the language be revised to possibly may not "fail to address human diversity once one becomes aware of it" or "fail to take into account all of the issues with which are presented." Ed LaFramboise will address #4 and bring back a proposal for clearer language.

3. Ends 04-001

Board members reviewed the policy. The Ends were updated with new goals for the next fiscal year.

Moved by Pat Przeslawski, supported by Judy Jones, to approve the Ends Policy 04-001 as presented. Motion carried.

VIII. Linkage Reports

1. Northern Michigan Regional Entity (NMRE) Update

a. Board Meeting – October 28

Gary Nowak reported Northern Lakes Community Mental Health is in a difficult situation both financially and with their performance objectives. Ed LaFramboise reports the danger of one board not attaining their financial and performance obligations would be to draw attention to the Entity and there could be an audit by the Department. He reports this recently occurred at Lakeshore Regional Entity.

Ed LaFramboise reported Northern Lakes also received negative attention to the recent review by the Michigan Department of Health and Human Service. The review occurred last May. There was a Plan of Correction submitted and when the Department came back in September for the follow-up audit, Northern Lakes had not complied with the Plan of Correction. Ed LaFramboise reports the OPS Committee met on Tuesday and Karl Kovacs submitted all the documentation needed for the review. Mr. LaFramboise reports it is difficult for a board to transition from being a PIHP to being a member board of another Affiliation. Northern Lakes did not eliminate many of the PIHP administration through this transition making it difficult as well.

Ed LaFramboise notes he believes the Entity is heading in the right direction.

b. Board Meeting – September 23

The minutes of the September meeting were included in the mailing for Board member review.

2. MACMHB

a. Fall Board Conference Update

Alan Fischer, Roger Frye, Judy Hutchins, Judy Jones, and Gary Nowak attended the conference in October. Alan Fischer reported he attended substance abuse

treatment modules and integration of substance abuse into mental health and physical health.

Gary Nowak reported he attended a plenary session moderated by Tim Skuback with various legislators regarding key policy issues facing Michigan. He notes Northeast's Deb Hemgesberg provided a session related to Medicaid spend owns and deductibles. He notes this presentation was very good. Gary Nowak reports he also attended the Plenary Session for de-stressing presented by Stuart Ellis-Myers who has Tourette's syndrome. The speaker described the symptoms of the disease and how he was able to overcome it and become a successful speaker.

Ed LaFramboise reported a special reception was held for the newest of the CMH Directors. Since May of this year, there are 11 new directors.

3. Clinical Services and Support Report

Cathy Meske reports this is a year-end report. She is hoping to present a different type of report to showcase other services. The subject for next month may be volunteerism. She reports the census at Clubhouse has been down and they are currently working on outreach efforts.

4. Consumer Advisory Council

The minutes of the Consumer Advisory Council were included in the mailing. Board members had no questions or concerns.

IX. Nomination's Committee Report

Pat Przeslawski reported Judy Hutchins and Judy Jones were approved by the Alpena County Commissioners for another term. Marie LaLonde and Terry Larson's term will be up and a letter will be sent to Presque Isle County Commissioners to recommend reappointment.

X. Chair's Report

1. Strategic Plan Approval

The Strategic Plan was revised to include the Ends for FY16 along with the previously discussed revisions.

Moved by Judy Hutchins, supported by Pat Przeslawski, to adopt the Strategic Plan for FY16 as presented. Motion carried.

2. Alpena County Resolution – Stepping Up to Reduce the Number of People with Mental Illnesses in Jails

Eric Lawson reported at the recent MAC Conference the above subject was addressed and local counties were encouraged to pass resolutions. After discussions with Cathy Meske and Ed LaFramboise some of the bullets initially presented at the conference were not included in the resolution adopted by Alpena County. The issues identified in the resolution will be further developed and work with other agencies will be needed. Alan Fischer inquired as to whether any studies are conducted related to recidivism in jail diversion services. Cathy Meske reports pre-booking is where jail diversion should occur rather than waiting for post-booking. Cathy Meske reported Judge Mack and the Alpena County Prosecutor are willing to work to enable jail diversion. Cathy Meske reported this might also be a topic for a future Board educational session. Ed LaFramboise reports training opportunities in jail diversion occurs; however, the law enforcement departments are not able to pull their officers off duty to attend a non-mandated training in many cases. No action is necessary as this was informational only at this point.

XI. Director's Report

1. Director's Report Summary

General Fund (GF) Issues

Ed LaFramboise reports this issue will heat up with the proposal recently passed related to road funding. The State will be hitting the General Fund budget for \$600M for roads. This is not the only new item to hit the General Fund budget. The HICA tax will need to be abolished as this is not a legal tax. The state will stop the taxing but this will cause a \$150M hit to the General Fund budget as well. The Healthy Michigan Match will also be instituted in 2017 mandating the state have a 5% match which is another \$150M General Fund dollars. Some of this will hopefully be made up from a better economy in the state. He reports MDHHS makes up 47% of the General Fund budget for the state and CMH receives many of those dollars. After the first of the year, this will become more of a focus as the agencies will be campaigning to keep their share of current General Fund allocations.

Budget Status

Ed LaFramboise noted when the budget was presented at the September meeting there was a \$1.3M hole. Since that time some areas were reviewed and there will be meetings in the near futures with supervisors to address budget needs.

Michigan Department of Health and Human Services (MDHHS) Audit

Ed LaFramboise reports Northeast did rather well with our audit. Northeast did miss a timeline on a background check but it was not considered a repeat citation. He reports Northern Lakes had several repeat citations and the Board members representing Northern Lakes on the NMRE Board appeared not to be aware of the citations. He would like to assure our Board is informed of any performance issues.

Ed LaFramboise reported Dave Schneider has been tasked with the job of making sure Northern Lakes develops a plan to resolve the systemic issues related to the audit citations and have the plan endorsed by their Board to assure compliance is maintained.

Gary Nowak reported the Northern Lakes Board members who are also members of the Regional Entity will most likely assure compliance is met.

Future Waivers

Ed LaFramboise reported there is a new waiver definition of home and community based services. There are four waivers currently – habilitation supports waiver, the children's waiver program, the Severe Emotional Disturbance Waiver and the 1915(i) waiver. It is proposed these waivers be rolled into one 1115 waiver. Currently there are 161 on the habilitation supports waiver. If the dollars for the habilitation supports waiver would be taken away and rolled into the PMPM funding, it could mean this agency would lose \$3M. He reports the public comment period will most likely occur prior to the December meeting. The tentative date for this would be April 1, 2016. In addition, the Healthy Michigan program will potentially be renewed and the expansion the Autism program are also targeted for April 1.

Ed LaFramboise drew attention to the most recent Agency newsletter. Included in the newsletter was the most recent verification audit data. Northeast scored well in the audit.

Diane Hayka provided information related to the United Way Campaign, Endowment Fund and Lunch for a Cause noting employees of this agency raised \$6,612, \$6,124 and \$800 respectively.

2. QI Council Update

The minutes of the latest QI Council meeting were included in the mailing.

XII. Information and/or Comments from the Public

There was no information present from the public.

XIII. Next Meeting

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, December 10, 2015 at 3:00 p.m. in the Board Room at the Alpena Office.

1. Set December Agenda

The December agenda items were reviewed.

XIV. Evaluation of Meeting

Judy Jones reported the Educational Session was very informative. She reports it is very impressive that this agency balances the budget, creates new programs and improves the old programs. Pat Przeslawski reported this was a good meeting.

Greg's Corner will be dedicated in the front lobby just following this meeting. Dr. Proulx passed away in an automobile accident just about a year ago.

XV. Adjournment

Moved by Pat Przeslawski, supported by Bonnie Cornelius, to adjourn. Motion carried.
This meeting adjourned at 5:00 p.m.

[signed by Alan Fischer on 12/10/15]

Alan Fischer, Secretary

[signed by Gary Nowak on 12/10/15]

Gary Nowak, Chair

Diane Hayka
Recorder