

# Northeast Michigan Community Mental Health Authority Board

## Board Meeting

March 9, 2017

### 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: Lester Buza, Bonnie Cornelius, Steve Dean, Alan Fischer, Roger Frye, Judy Hutchins, Judy Jones, Albert LaFleche, Terry Larson, Eric Lawson, Gary Nowak, Pat Przeslawski

Absent:

Staff & Guests: Darlene Alexander, Dennis Bannon, Carolyn Bruning, LeeAnn Bushey, Lynne Fredlund, Ruth Hewett, Kay Keller, Cathy Meske, Nena Sork, Peggy Yachasz, Cheryl Jaworowski via teleconference

### III. Pledge of Allegiance

Attendees recited the Pledge of Allegiance as a group.

### IV. Appointment of Evaluator

Gary Nowak appointed Alan Fischer as meeting evaluator.

### V. March Monitoring Reports

#### 1. Budgeting 01-004

Cheryl Jaworowski reviewed the Statement of Revenue and Expenditures for month ending January 31, 2017. She reviewed the line items having variances. Many of these are timing issues with some requiring a budget amendment. She notes those items include self-determination, property insurance and miscellaneous expenses [state hospital 10% share this agency pays for on behalf of the counties]. She reviewed the balances should we have to settle at this point. She notes there have been no payments received this fiscal year on behalf of the autism program.

Cheryl Jaworowski disconnected from the meeting.

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

Darlene Alexander representing Alpena County Fair Board and in collaboration with Alpena County Horsemen's Club, apprised Board members of an event planned by the Club in which the "handicapable" presentation she attended in a conference will be brought to Alpena. She notes this will allow the fair to open two-hours prior to the grand opening of the fair to allow for those with a handicap or disability to attend and ride the carnival rides before the general public. This event is scheduled for Wednesday, August 2, 10am – 12pm. The event would include a lunch for attendees and their caregiver attending with them. She would like to gather potential addresses to send announcements and tickets for this event.

Cathy Meske thanked Darlene for this generous gesture. It was determined Darlene Alexander would not need names of the individuals only the contact names of the homes, schools, etc. Cathy will contact Pied Piper and the ESD to determine best method on how to distribute tickets.

### VII. Approval of Minutes

*Moved by Roger Frye, supported by Eric Lawson, to approve the February 9, 2017 minutes as presented.* Motion carried.

**VIII. Board Member Recognition**

Gary Nowak presented Alan Fischer with a certificate and letter of appreciation for 10-years of service to the Board. All Board members were recognized for their service. Board members have a total of 120 years of service. A recess was called to allow for refreshments in celebration of their service.

**IX. Recess**

Meeting recessed at 3:10 p.m.

Meeting resumed at 3:25 p.m.

**X. Audit Report – Financial & Compliance**

This was postponed to the April meeting due to an emergency call-out of the Auditors.

**XI. Nomination's Committee Report**

The Nomination's Committee met earlier today and developed a recommendation for the Slate of Officers to be considered for election at next month's organizational meeting.

|                 |   |            |
|-----------------|---|------------|
| Gary Nowak      | - | Chair      |
| Pat Przeslawski | - | Vice Chair |
| Alan Fischer    | - | Secretary  |
| Roger Frye      | - | Past Chair |

**XII. March Monitoring Reports (continued)**

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

Lynne Fredlund reported the State conducts an annual survey for ACT Services and Home-Based Services. Lynne provided input as to how the survey is compiled and noted the return rate is rather low when taking in to account this is for the five CMHSP Boards making up the NMRE. Overall, Northeast was rated above satisfaction which is 75%. In addition, the NMRE conducts an annual survey. Lynne noted in the regional survey, the return rate was higher. She notes Northeast handed out 117 surveys in the Adult Case Management Program snapshot survey. Of that number, 70 were returned. Lynne reviewed the other program return rates and satisfaction rates.

Lynne Fredlund reports the state survey data is provided to the legislature; however, they do not provide the local CMHSPs with feedback.

Lynne Fredlund also reviewed the brochure compiled from a satisfaction survey provided to those individuals served by this agency with an intellectual/developmental disability. This survey is captured by Northeast's Customer Satisfaction Committee.

**3. Staff Treatment 01-003**

Kay Keller, Human Resource Assistant, reported the monitoring report related to staff treatment this month is targeted to a survey process used in exit surveys. She reported there were 36 surveys sent out with 19 returned. Kay noted compensation was not the reason staff left but a variety of other reasons.

**4. Budgeting 01-004**

(Covered earlier in the meeting)

**5. Asset Protection 01-007**

Postponed to next month as this monitoring report is covered in the audit presentation.

*Moved by Albert LaFleche, supported by Bonnie Cornelius, to accept the March monitoring reports as presented.* Motion carried.

**XIII. Board Policies Review and Self Evaluation**

**1. Budgeting 01-004**

Board members reviewed the policy and recommended no revisions.

**2. Board Members Code of Conduct 02-008**

This policy is the annual attestation for Board members to confirm compliance with this policy. After review of the policy, Board members are requested to sign the policy and submit the signed copy to Diane Hayka. CARF requires us to maintain a file with these records under the Board Governance standards.

**XIV. Linkage Reports**

**1. Northern Michigan Regional Entity**

**a. Appointment of Board Member to the NMRE**

Gary Nowak notes he will be appointed to another three-year term at the NMRE Board.

**b. Board Meeting Update – February 22, 2017**

The draft minutes of the February 22<sup>nd</sup> meeting were distributed. Gary Nowak reports the new CEO of the NMRE, Eric Kurtz, has been hired.

Gary Nowak notes the Board's Strategic Planning session is coming up and questioned whether Board members want Eric Kurtz, new CEO of the NMRE, or Robert Sheehan, CEO of the MACMHB, to conduct the environmental scan. Cathy Meske will contact Eric Kurtz to determine availability.

Roger Frye notes discussion related to budgets at the NMRE and the items causing Northeast to be over budget were discussions at the most recent NMRE Board meeting.

Gary Nowak informed Board Members of Dave Schneider's farewell party scheduled on March 22<sup>nd</sup>.

**2. Board Association**

**a. Spring Conference**

Gary Nowak reported the Spring Board Conference is scheduled for Tuesday, May 16<sup>th</sup> and Wednesday, May 17<sup>th</sup> in Dearborn at the Royal Hotel. The details are not out on this conference yet; however, when the Board meets in April, members will need to know if they are planning to attend.

**XV. Chair's Report**

**1. Board Appointments**

Gary Nowak reported all Board members who have terms expiring were reappointed by their respective counties.

**2. Executive Committee Update**

Gary Nowak reported the Executive Committee met on March 1 to discuss a purchase offer on property located at 919 N. Second Avenue. Cathy Meske reviewed the advice of the attorney and the future of the home.

**3. CMH PAC - Reminder**

Gary Nowak requested Board members consider a donation to the CMH PAC campaign. He reminded Board members the Director has agreed to match up to \$400 in pledges. Cathy Meske reports the dollars are used to advocate for mental health services.

Gary Nowak noted he contacted Cathy Meske earlier today to write letters to the federal Legislators as well as Michigan's Governor stressing the importance of not cutting Medicaid funding.

**XVI. Director's Report**

**1. Director's Report Summary**

**298 Update**

Cathy Meske reported the 42 model proposals have been completed and will be further evaluated by the 298 Facilitator's Group and the Department of Health and Human Services. There were six financing model categories and one non-financing model category. The one non-financing was not evaluated by the workgroup because this model took the Behavioral Health funding out of the Public Sector and this was not a recommendation of the 298 workgroup.

Cathy Meske reported MDHHS will be developing a report to submit to the State by March 15<sup>th</sup>. Cathy Meske noted Northeast along with the other four boards in our entity submitted a model and this model was selected as having potential. The State was very clear about the advocates supporting the mental health system but really want changes and they want changes to the person-centered planning process and access to services. They want access to the community more and services consistent across the state.

**Home and Community Based Services Rule (HCBS)**

Cathy Meske reports the surveys are complete. Cathy Meske reports three surveys were completed the day after the deadline but the state would not count this survey; two surveys were no longer needed; and three surveys are still considered not completed and will need to be followed up by the PIHP.

**FY18 Governor's Budget proposal**

Cathy Meske reports the Governor's proposed budget includes an increase of direct care wages; looking at alternative locations for a new state hospital to replace the Caro Center and increasing staffing in state psychiatric hospitals. As far as the replacement facility for Caro, Cathy Meske noted it would be beneficial to have this facility be in the northern Michigan area. She would like it to be close to a main corridor such as I-75.

***Moved by Lester Buza, supported by Judy Hutchins, to send the Governor a letter requesting consideration of placing the replacement facility for Caro in northern Michigan.*** Motion carried.

**Healthy Michigan**

Cathy Meske reviewed the impact in 2014 when the State took away \$200 million in CMH general funds as state savings for the implementation of the Healthy Michigan Plan. She reports since the inception of the Healthy Michigan Plan, 1,107 individuals have received services funded by Healthy Michigan by this agency. Cathy Meske reported the Board Association's website has further information about this. Eric Lawson suggested this is a good time for input using data in comments to assure legislative representatives are aware of the benefit of Healthy Michigan. Cathy Meske stated she could send a letter on behalf of the Board to the state representatives.

***Moved by Eric Lawson, supported by Bonnie Cornelius, to authorize the Director to send a letter to the State representatives to protect maintaining the Healthy Michigan Program.*** Motion carried.

Roger Frye inquired as to when the Legislative luncheon might be held. Roger noted he had talked to Senator Stamas and he seemed willing to attend.

Cathy Meske reported the April Board meeting will be held at the Fletcher Street Office with a tour of the facility as the educational session. The Board Room at Johnson Street is being used for training of the new "Majestic" Electronic Health Record system during the month of April.

**2. Annual Submission**

The Annual Submission Report was included in the materials of the Board packet. Cathy Meske reported the first two pages address the issues voiced at the public hearing in February. She notes she will be sharing this information with those in attendance.

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

There was no information presented.

**XVIII. Next Meeting – Thursday, April 13, 2017 at 3:00 p.m.**

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board will be held Thursday, April 13, 2017 at 3:00 p.m. Due to training on the new electronic health records training, the Board meeting will be held at the Fletcher Street Office.

**1. Set April Agenda**

The Financial and Compliance Audit will be presented.

**2. Meeting Evaluation**

Alan Fischer reported the meeting was timely. He notes all were attentive and responded well.

**XIX. Adjournment**

*Moved by Roger Frye, supported by Bonnie Cornelius, to adjourn the meeting.* Motion carried. This meeting adjourned at 4:25 p.m.

\_\_\_\_\_[signed by Alan Fischer on 04/24/2017]\_\_\_\_

Alan Fischer, Secretary

\_\_\_\_\_[signed by Gary Nowak on 04/13/2017]\_\_\_\_

Gary Nowak, Chair

Diane Hayka  
Recorder