

## WEST MICHIGAN COMMUNITY MENTAL HEALTH

### BOARD OF DIRECTORS MEETING MINUTES

March 20, 2018

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in the Boardroom at the HE Madden Center, located in Ludington, at 5:30 p.m. on Tuesday, March 20, 2018. Chairperson Jim Prince presided.
2. Roll Call: The following members were present: Ron Bacon, Dr. Jennifer Branning, Todd Dancz, Jane Hedberg, Kate Maddox, Jim Prince, Ron Sanders, Andy Sebolt, Kay Seng, and Larry VanSickle. Members absent: Pat Bettin (excused) and Barb Stenger (excused). A quorum was present.

CMH staff members present were: Lisa Williams, Michele Condit, Faith Nekola, Bethany Sherfinski, Jane Shelton, Lesa Lloyd, and Kimberly Goodrich.

Ione Myers, LRE CIO was also present.

3. Introductions: Dr. Williams introduced Bill Hirschman, Auditor from Roslund Prestage and Company, who is here to present the financial audit to the board. Dr. Williams also introduced WMCMH employees Jane Shelton, Finance Coordinator, and Lesa Lloyd, Accountant.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mr. Bacon made the motion, seconded by Mr. Sebolt, that the West Michigan Community Mental Health Board of Directors approve the agenda as presented. The motion carried.
6. Conflict of Interest Question: Mr. Prince asked if any board member wished to declare a conflict of interest regarding any matter to be considered by the West Michigan Community Mental Health governing body. No such declarations were made.
7. Consent Agenda: Mr. VanSickle made the motion, seconded by Mrs. Seng, to approve the item on the consent agenda:
  - 7.1 Minutes from the 2/20/18 WMCMH Board of Directors Meeting. The motion carried.
8. Financial Audit Report for FY Ending 9/30/17: Mr. Bill Hirschman provided an overview of the financial audit report for Fiscal Year ending 9/30/17. Mr. Hirschman stated his opinion that the audit is a fair presentation of where WM was at the end of the year and that it was a clean audit. Mr. Hirschman complimented WM's finance team and reported that it is always a good group of professionals to work with.

Dr. Williams thanked the Finance Team for being prepared for the audit and the good work they do.

9. Executive Committee Meeting Report: Mr. Prince stated that the Executive Committee minutes are available for review in your board packets. There were no action items taken; there were no questions.
10. Finance Committee Recommendation: Mr. Sanders reviewed the recommendation to approve two contracts over \$20,000 that were forwarded to the Finance Committee for review. On behalf of the Finance Committee, Mr. Sanders made the motion, seconded by Mr. VanSickle, to approve the contracts over \$20,000 as presented. The motion carried.
11. Behavioral Health Services Report: Mrs. Nekola reviewed her report, which highlights our new part time Medical Director, Camille Kempke, MD. She started January 1 as the MD, but had been a locums via tele-psychiatry for the previous few years. She is well liked by staff and consumers. She still sees patients two days a week and gives us four hours for administrative work. Dr. Kempke came on site for a week and the other tele-psych doctors and our nurse practitioners were able to meet for a day in person to work on prescriber issues. She was also able to meet with some community partners that week as well.

Mrs. Nekola reviewed a minor policy change to 2-1-2, Credentialing and Privileging. The LRE had made the decision that we can only keep folks on provisional status for up to 150 days and WM used to keep them on for a year. We changed the language to be in compliance with the LRE. Mr. Bacon made the motion, seconded by Mr. Sebolt, to approve the policy revision as presented. The motion carried.

Mrs. Nekola also reviewed a proposed new policy statement for a Controlled Substance Use policy. Dr. Kempke wrote this policy, which outlines the prescribing practices and how WM is going to use controlled substances (stimulants and benzodiazepines). Mr. VanSickle made the motion, seconded by Mr. Bacon, to approve the new policy as presented. The motion carried.

12. Administrative/Operations Report: Ms. Sherfinski reviewed the financial services report through the period ending January 31, 2018, the first four months of the fiscal year. She stated that we shifted a little and are overspent by a little this month; however, we are still on track for where we thought we would be for the year. There has been a slight delay in billing due to our new clinical software (R3), which has caused some reduced revenue. Inpatient costs are also up, but the clinical team is keeping its eye on it.
13. Service Enhancement Report: Ms. Condit reported on the upcoming Walk-A-Mile Rally that will be occurring in May in Lansing. We are beginning to prepare for that event. She extended an invitation to all board members who may be interested in attending. It's a great day to raise awareness of mental health issues and help reduce stigma. Last year we hosted a local walk a mile rally and we are in the process of planning for one again this year. She'll bring more details next month about that event.
14. Lakeshore Regional Entity Update: Dr. Williams reported that at last week's LRE Board meeting, the board voted to post an RFP for the managed care functions of the LRE. The LRE will maintain the governance, with the managed care organization likely having a seat or two on the governance board. Dr. Williams stated that the RFP is in the procurement process and we have to be very mindful of not talking about it. If you were to get approached as a board member, please ask them to address all their questions to the LRE. The region will have a committee composed of board members, providers,

consumers, CMH CEOs, and LRE staff to make a recommendation to the LRE board. The LRE board will then make a decision on awarding the bid. This is a proactive strategy on behalf of the LRE board to maintain the public governance. The entity they choose has to have the ability to bear risk, which will bring the much needed funding and managed care functionality to the region. Other strategies that the LRE are working on include creating an aggressive risk management plan, of which a committee has been formed to start work on it this week. There is a revenue strategy underway as well. There is hope that the State will come through with a little money, which might amount to \$3 million. While not enough, it will go a little ways toward the deficit.

Dr. Williams stated that up for debate still is that the State is of the opinion that it can push risk to the CMHs, meaning that the CMHs can be responsible for their cost overrun with their own revenue. The LRE legal opinion agrees with MDHHS, but the Board Association and the members feel that the contract between the State and the CMHSPs are not risk bearing contracts and we don't have the right formula for actuarial soundness to handle the risk; meaning the CMHSPs are not liable for the MCD overspend. The risk for that lies with the LRE and the State. Members can take out loans, which are co-signed by the region, to help with their own deficit. There is another opportunity for the region to take out a loan but the research on that is still ongoing.

Kate Maddox left the meeting at 6:28 pm.

Dr. Williams reported that our funding for FY 2018 will continue to run through the PHIP for the remainder of the fiscal year and we remain accountable to the region. Starting October 1, we will have six or seven new payors through the Medicaid Health Plans.

15. 298 Pilot Update: Dr. Williams reported that we have been awarded a 298 pilot. The start date we were given is October 1, 2018. There were four sites chosen, and we were chosen together with HealthWest, which is what we were hoping for. We are excited to work with the other pilot sites as well; Saginaw CMH and Genesee CMH. The first meeting with the State and Health Plans is April 6<sup>th</sup>. We will know more after that meeting. To be clear, it is fully WM's intent to be a full member of the region until this takes effect and will not be a barrier for anything that happens in the region.
16. Director's Report: Dr. Williams reviewed the updated organizational priorities listing and shared highlights for the month. The biggest move from the list is that Phase 1 of the EMR implementation is complete. It has moved into maintenance phase and we will hold off on Phase 2 until we know what our future needs are. Dr. Williams expressed how great a partner PCE has been to work with. There will be new priorities on next month's list.

Dr. Williams reviewed the updated Strategic Plan, which was revised just about a year ago. The strategic plan is the path to achieving our mission on a day to day basis in a way that will keep us living our mission and striving toward achieving our vision. The board approved and sanctioned the mission/vision/strategic plan, so Dr. Williams feels it's important to keep board members in the loop for how the project list feeds into the strategic plan and is the full circle of the work of the board.

Dr. Williams reported that she was asked to co-chair the Policy and Legislation Committee of the Board Association and she agreed to do that. The Board Association is excited for the four CMHSPs who received the 298 pilot sites, but on the other hand it hopes that something happens to not make it go through.

Dr. Williams reported that all of our board members who were up for reappointment were reappointed by their counties for another three year term.

17. Upcoming Committee Meetings:

- Governance Committee – Tuesday, April 10<sup>th</sup> at 11:00 in Ludington
- Executive Committee – Tuesday, April 10<sup>th</sup> at noon in Ludington
- LRE Board Meeting – Thursday, March 15<sup>th</sup> at 1:00 at Network180

18. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting:

Mr. VanSickle thanked Dr. Williams for all that she does working on these difficult issues and remaining diligent in her work. Mr. Prince wholeheartedly agrees. Mr. Sanders stated that the LRE Board also recognizes Dr. Williams' efforts. Dr. Williams thanked her leadership team at WM for their work and support as well.

19. Delegations, Communications and Expressions from the Community: There were none.

20. Executive Session: There was none.

21. Adjournment: Mr. Sebolt made the motion, seconded by Ms. Hedberg, that the West Michigan Community Mental Health Board of Directors adjourn its meeting. The meeting adjourned at 7:11 p.m.

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Kimberly Goodrich  
Recording Secretary

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James Prince  
Chairperson