

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

August 21, 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, August 21, 2018. Chairperson Jim Prince presided.
2. Roll Call: The following members were present: Ron Bacon, Pat Bettin, Dr. Jennifer Branning, Todd Dancz, Jane Hedberg, Jim Prince, Ron Sanders, and Andy Sebolt. Absent: Barb Stenger (excused), Kate Maddox, and Larry VanSickle (excused). A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Faith Nekola, Bethany Sherfinski, Karen Hobart, Don Avery, and Kimberly Goodrich.
3. Introductions: Dr. Williams held introductions for later in the meeting.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mrs. Bettin made the motion, seconded by Mr. Bacon, that the West Michigan Community Mental Health Board of Directors approve the agenda as amended. 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. Bacon made the motion, seconded by Mrs. Seng, to approve the item on the consent agenda:
 - 7.1 Minutes from the 7/17/18 WMCMH Board of Directors Meeting. The motion carried.
8. New WMCMH Staff Introductions: Dr. Williams introduced Karen Hobart and Don Avery. Ms. Hobart is our recently appointed Regulations and Recipient Rights Officer. She has been with WMCMH for 17 years in a number of roles. Mr. Avery is replacing Ms. Hobart as our Quality Assurance and Network Coordinator. He comes from Ottawa CMH in its quality department and has also worked as a regional manager for HGA. Mr. Avery is also a CARF surveyor. He is now the one who will be sending contracts to the board for approval.
9. Executive Committee Meeting Report: Mr. Prince reported that the minutes are attached for review. There were no action items.
10. Finance Committee Meeting Report: Mr. Sanders reported that the Finance Committee met recently and reviewed a list of contracts over \$20,000. Dr. Williams clarified that these are extensions of current contracts for three months to buy us some time until we determine how Beacon will handle network management at the LRE. Mr. Avery stated that the rates are projected based on the last three quarters' utilization. Mrs. Bettin made the motion, seconded by Mr. Bacon, to approve the list of contracts over \$20,000 as presented. The motion carried.

Mr. Sanders reported that the Finance Committee is recommending the proposed FY 2017/18 Budget Amendment, after thorough review at the Finance Committee meeting. Ms. Sherfinski reported that overall, instead of a deficit of over \$700,000, it looks like we will break even for the year. That was in part due to a little supplemental Medicaid funding and large part to reduction in expenses, i.e., staff vacancies and not having a housing grant gap. Mr. Bacon made the motion, seconded by Mr. Dancz, to approve the FY 2017/2018 Budget Amendment as presented. The motion carried.

Mr. Sanders reported that the Finance Committee discussed the proposal from Roslund, Prestage & Co. to complete the financial and compliance audit work for the next three years, and is recommending that the full board approve this. Mrs. Bettin made the motion, seconded by Mr. Bacon, to accept the bid from Roslund, Prestage & Co. and continue using them to perform the Financial and Compliance audits. The motion carried.

11. Behavioral Health Services Report: Mrs. Nekola's report is on prescription drug use and abuse. Opioid pain relievers are the most commonly abused prescription medications. WM does not prescribe opiates; however, we do prescribe controlled substances (benzodiazepines and stimulants). These medications are also easily abused. In the fall of 2015 WMCMH prescribers began to evaluate each patient's medication regime to where these prescriptions existed. While the medications serve a role for some folks, long term use is not appropriate. Also, adults can learn skills to address their ADHD and very few adults need a stimulant. Ms. Nekola shared the prescribing trends since this change and the decreasing amounts of controlled substances that are being prescribed. Dr. Kempke, our Medical Director, has been a real champion of this.
12. Administrative/Operations Report: Ms. Sherfinski reviewed the financial services report through the period ending June 30, 2018, nine months of the fiscal year. We have seen a decrease in inpatient, which is good thing. We don't have the additional expected Medicaid revenue yet, which is something that is different than what was presented in the amended budget.

Ms. Sherfinski also reviewed WMCMH's Cash and Investments Report as of June 30, 2018.

13. Service Enhancement Report: Ms. Condit reported that the Office of Recipient Rights was here for the regular triennial audit, with two auditors. The auditors reviewed policies, inpatient and specialized residential site visits reports, RR complaint files and RRAC meeting minutes. They found us in substantial compliance; there were no surprises in any of the findings.
14. Lakeshore Regional Entity Update: Dr. Williams provided an update on the recent regional activities. Major activity continues to center around making sure there is adequate funding to cover potential liabilities from this year and into next year, and working on negotiating the contract with Beacon on the contracted managed care responsibilities. That's moving along quite well. We are working on establishing the fee for the work they will be doing and that can't be established until the functions they will perform on behalf of the region are determined.

Dr. Williams reported that we received notice last week that Jeff Labun, LRE Interim CEO and CFO, accepted a new position and will be leaving the LRE at the end of September. He has been with the region since the beginning and will leave a big hole there. It is unclear at this time of a plan for how a new CEO will be determined.

The regional budget is looking like it has before; with WM, Ottawa, and Allegan running even, HW running over a little less than anticipated and N180 showing some decrease in deficit.

15. 298 Pilot Update: Dr. Williams reported that there has been some progress with the 298 pilots. After numerous meetings talking about funding integration, we were able to come to consensus on a broad overarching concept in funding. There is a lot of detail to work out and a Finance Subcommittee has been appointed to work on those details. Ms. Sherfinski will be representing WM in that workgroup. We are also in the process of looking at some outside of Michigan finance experts to look at what we've developed and share some insights from what other organizations have done. Dr. Williams shared the press release that MDHHS put out and an article from *Crain's* on 298. The 298 workgroup will be presenting as plenary speakers at the Fall Board Association Conference. They were also asked to be on a panel at Crain's Healthcare Leadership Conference in October. The 298 Workgroup is also in discussions with the MCD Health Plans on who will do what functions with network and utilization management. Dr. Williams is very optimistic about all the discussions and movement.
16. Director's Report: Dr. Williams reviewed the updated organizational priorities list. The trauma informed care recommendation is going to our Leadership Group on Thursday to review the plan for enhancing the culture of trauma informed services in our organization. A new priority of Meaningful Use Implementation has been added this month. Meaningful Use is a set of standards about the ability to collect and share data in consistent ways with national standards, and then to collect and receive data from external sources and integrate it into a warehouse. That will allow us to aggregate inside information with outside information and determine finance data and critical information about services and have a meaningful way to predict cost and need and to use that to adjust our systems accordingly. Our electronic health record (R3) is meaningful use certified, we just have to develop some processes and create the foundation for the data warehouse. There will also be a patient portal as part of meaningful use. The reason we care is that it is also tied to certain kinds of credits for certain kinds of billing, primarily for prescribers. Up until we hired our Nurse Practitioner about nine months ago, we didn't have anyone on staff who had that certificate. Now that we have her, we can bring our system up to speed. We hope to have it completed by December 31. If we receive the CCBHC SAMHSA grant, we are required to be certified within three months of the grant award.

Dr. Williams reported that we received an email from SAMHSA with questions on the CCBHC grant application. The good news is that you generally don't get questions unless you make the first cut.

17. Upcoming Committee Meetings:

- LRE Board Meeting – Thursday, August 16th at 1:00 at WMCMH
- Executive Committee – Tuesday, September 11th at noon in Ludington
- Finance Committee – To be scheduled in September

18. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting:
There were none.
19. Delegations, Communications and Expressions from the Community: There were none.
20. Executive Session: There was none.
21. Adjournment: Mr. Bacon made the motion, seconded by Ms. Hedberg, that the West Michigan Community Mental Health Board of Directors adjourn its meeting. The meeting adjourned at 6:40 p.m.

Kimberly Goodrich
Recording Secretary

James Prince
Chairperson