

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

December 17, 2019

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in the Boardroom at the H.E. Madden Center, located in Ludington, at 5:30 p.m. on Tuesday, December 17, 2019. Vice-Chairperson VanSickle presided.
2. Roll Call: The following members were present: Mary Alway, Pat Bettin, Ron Bacon, Dr. Jennifer Branning, Todd Dancz, Lucinda Shafer, Barb Stenger and Larry VanSickle. Excused: Jim Prince, Dawn Martin, Andy Sebolt, and Kay Seng. A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Faith Nekola, Bethany Sherfinski, and Kimberly Goodrich.
3. Introductions: Introductions will be made over the course of handing out Years of Service Awards.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mr. Bacon made the motion, seconded by Mrs. Bettin, that the West Michigan Community Mental Health Board of Directors approve the agenda as amended. The motion carried.
6. Conflict of Interest Question: Mr. VanSickle 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. Alway, to approve the item on the consent agenda:
 - 7.1 Minutes from the 11/19/19 WMCMH Board of Directors Meeting. The motion carried.
8. Years of Service Awards Presentation: Mr. VanSickle and Dr. Williams presented Years of Service Awards, if present, to the following WMCMH staff, board, and CAP members who reached a milestone during 2019:

Five Years of Service: Katrene Achterhof, Beth Baker, Starrin Clark, Todd Dancz (CAP), Karla Foisy, Laura Freese, Kathy Gasper, Shannon Gruno, Barb Stenger (Board member), Patti Studnicka and Cindy Walters

Ten Years of Service: Sara Durand and Jessica Sexton

Fifteen Years of Service: Toni Always and Pat Bettin (Board member)

Twenty Years of Service: Carol Erdman and Lisa Williams

Twenty-Five Years of Service: Lori Smith

Thirty Years of Service: Heather Urbon

Forty Years of Service: Faith Nekola

Mr. VanSickle and Dr. Williams thanked everyone for their dedication to WMCMH and the consumers we serve.

9. Executive Committee Meeting Report: Mr. VanSickle reported that the executive Committee discussed Dr. William's compensation and contract renewal. The Committee reviewed various information from Angie Kuhn, HR Coordinator. The Executive Committee is recommending a 3% performance increase for Dr. Williams. Mrs. Stenger made the motion, seconded by Mr. Bacon, to approve the recommendation to give Dr. Williams a 3% performance compensation increase. The motion carried.

Mr. VanSickle stated that the only change to Dr. Williams' contract is an extension through 12/31/2021, a rolling two-year term. Mrs. Bettin made the motion, seconded by Mrs. Alway, to approve renewing Dr. Williams' contract for the period 1/1/2020 through 12/31/2021. The motion carried.

10. Recipient Rights Advisory Committee (RRAC) Report: Ms. Shafer provided a brief review of the Recipient Rights Data Summary report. This report goes to the State following board review. Mrs. Shafer made the motion, seconded by Mr. Bacon, to receive and file the FY 18/19 Year End Recipient Rights Data Summary Report. The motion carried.

11. CCBHC Advisory Committee Report: Mr. Dancz reported on the recent meeting. CCHBC goals and objectives were reviewed. We met the majority of our targets, missing only four of them. We realized that we may have set overly optimistic goals in those 4 areas.

12. Behavioral Health Services Report: Ms. Nekola's report shared tips and practices that our clinicians provide our consumers for making the most of the holidays. It includes ideas for how to handle stressors and how to take care of yourself. She thought it was good information to share with everyone during the holidays.

Ms. Nekola reviewed three policy revisions for the board's action around recipient rights. The first policy is basically eliminating some unnecessary language and updating some wording. The other two are also word changes to comply with recipient right language in the Mental Health Code. Mrs. Shafer made the motion, seconded by Mr. Bacon, to approve the policy changes are presented. The motion carried.

13. Administrative/Operations Report: Ms. Sherfinski reviewed the financial services report through the period ending October 31, 2019, one month of the new fiscal year. The variances will even out as we progress through the year. We are short overall year to date with our revenue due to less CCBHC revenue received than anticipated and also we were not awarded a Department of Justice grant that was anticipated. These will be corrected with a budget amendment later in the year.

14. Service Enhancement Report: Ms. Condit reported that we are continuing with our community outreach. We have magnets to advertise our Crisis Stabilization Services. We are also developing new fliers and working on a plan for distribution in the community on our CCBHC services. We also implemented a logo wear program that was well received. We will take orders twice a year and we will let board members know the next time in case there is any interested board members. We continue to see good

media coverage, with our Dimensions Unlimited music program in the Mason County Press and the *Mental Health Matters* in the local newspapers. We had a great opportunity to have a Tribal Cultural Competency training from a representative of the Tribe. We learned a lot historical information as well as practical clinical tips to better serve tribal members.

Ms. Condit reviewed the 4th Quarter MMBPIS report. We are within the state standard for most of the indicators, with one exception. We fell below performance expectation on the indicator that requires us to see people who have been discharged from inpatient care within 7 days; we saw one person on the 8th day. We have a plan of correction around that. We had a few folks who were readmitted to inpatient within 30 days, so we are also watching that carefully.

15. Lakeshore Regional Entity Update: Dr. Williams reported that the regional CEOs have spent considerable time revising LRE board bylaws and the operating agreement to align with the terms of the settlement. Those documents were sent to the state, as well as our understanding of the terms of the settlement. We were going to meet with the State this morning and that meeting was canceled late afternoon yesterday. The rationale given by the State for cancelling was essentially that there was a fair amount of material to digest and the Department was struggling to process what it meant in context to the settlement agreement. Also, the Department stated that there may be some legal impediments in the board structure that the department required in the settlement. The meeting will be rescheduled next year. The LRE and CEOs held a phone meeting this afternoon to determine next steps. The region's attorney is going to ask the state what the legal impediments of the board structure are. The main concern that Dr. Williams has is that it delays the process for getting more revenue through a potential supplemental into the region. N180 and HW have cash flow issues and we remain in a state of limbo while these cash flow problems fester.
16. Director's Report: Dr. Williams reviewed the updated organizational priorities. Our Meaningful Use audit will be held in December and we don't see any barriers to meeting those requirements. We will be submitting our annual CCBHC report to SAMHSA in the next few days and we are really pleased to show them that we are meeting or exceeding all but four of those outcomes. We were overly optimistic in those areas. Stephanie Wagner, CCBHC Project Manager, finishes up her contract at the end of the month and Michele Condit will be taking over those duties. We added some additional project management capacity to the Primary Care Integration (FQHC) workgroup because it's a big lift to get that off the ground. We are working to determine what the staffing will look like, how referrals will occur, how consumers will go to and from each of the entities and doing some connecting with community partners around that as well. We are hoping for a soft launch in mid-January and a full launch in February. There will be some public relations material and communication going out soon. Our priority is to serve our consumers who do not have primary care first, but it will be open to all community members. The Residential Review Committee continues to review current placements and ensure consumers are receiving the most appropriate level of care. They identified a group that could be in a more supportive, less specialized setting and are exploring options for what some of that could look like. Inpatient Utilization is continuing to meet and determining how to monitor going forward. The Conflict Free Case Management (CFCM) workgroup brought a recommendation forward that was supported by the Executive Team and now we are trying how to figure out how CFCM and Utilization management work together. We are also evaluating how these recommendations fit into our organizational structure.

Dr. Williams reviewed the Press Release from MDHHS that went out on 12/4. The Director of the Department gave a presentation to a panel of legislators on the Department's vision to restructuring behavioral health services in Michigan. Dr. Williams attended the public hearing, which also included many CMHs, PIHPs, MHPs and lobbyists. We are still trying to process and understand it all. They laid out four processes for how behavioral health services could move forward. All services for persons with specialty behavioral health needs would be part of one type of specialty plan and funding for that would come through one of four mechanisms. Instead of a pure carve in where the money would go to MHPs and they would determine how to disburse it, it will go through four potential sources, called SIPs (specialty integrated plans). It's not clear how it will be decided which of the four of will be chose, if there will be multiple types of SIPs, who will determine which SIPs are permissible, or if there will be an application process. We met this morning to talk about the interpretation of the Board Association and it is a very different interpretation than other discussions we've had to date. The proposed new model would begin October 2022. The Department will be holding hearings across the state to hear public comment. Dr. Williams has the full presentation if any board member is interested in reviewing it.

Dr. Williams reported that Mrs. Nekola put in her retirement notice as of February 28th. We will be very sad to see her go. We need to do some different kinds of restructuring with CFCM and changes that are happening in the industry and in the context of budget conversations. We are working with our Leadership Group and our leadership consultant to look at some new models and we will be starting to share those with staff sometime in January. We will update the board as well. Faith's retirement gave us another opportunity to look at structure as well.

Dr. Williams expressed her gratitude for the board support and wished everyone a wonderful holiday.

17. Upcoming Committee Meetings:

- Executive Committee – Tuesday, January 14th at noon in Ludington
- LRE Board Meeting – Thursday, December 19th at 1:00 at Network 180
- Programs and Services Committee – to be scheduled in February

18. WCMH 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 Mrs. Stenger, that the West Michigan Community Mental Health Board of Directors adjourn its meeting. The meeting adjourned at 6:46 p.m.

Kimberly Goodrich
Recording Secretary

Larry VanSickle
Vice-Chairperson