

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

May 19, 2020

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting via Zoom, at 5:34 p.m. on Tuesday, May 19, 2020. Chairperson Jim Prince presided.
2. Roll Call: The following members were present: Mary Alway, Pat Bettin, Ron Bacon, Dr. Jennifer Branning, Dawn Martin, Jim Prince, Kay Seng, Lucinda Shafer, Barb Stenger, and Larry VanSickle. Absent: Todd Dancz and Andy Sebolt (excused). A quorum was present. CMH staff members present: Lisa Williams, Michele Condit, Bethany Sherfinski, Ellen Plummer, Josh Snyder, and Kimberly Goodrich.
3. Introductions: There were none.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mr. Bacon made the motion, seconded by Mrs. Seng, 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: Dr. Branning made the motion, seconded by Mr. Bacon, to approve the item on the consent agenda:
 - a) Minutes from the 4/21/20 WMCMH Board of Directors Meeting. The motion carried.
8. Executive Committee Meeting Report: Mr. Prince stated that the report is attached for review and items will be covered under other agenda items.
9. Finance Committee Recommendation: Ms. Sherfinski reviewed a recommendation to approve a list of three contracts over \$20,000. They are all for specialized residential and are moves to accommodate the consumers' needs. Mrs. Seng made the motion, seconded by Mrs. Alway, to approve the contracts over \$20,000 as presented. The motion carried.
10. CCBHC Advisory Committee Report: Mrs. Seng reported that the committee met and was updated on the new 2-year grant. The Committee also heard the progress of goals and objectives for year 2 and the goals and objective set for the new grant. The new grant is going to focus on increasing mental health and substance use disorders services, increase overall physical health, and enhance and increase our trauma informed care.

11. Chief Clinical Officer and Chief Healthcare Integration Officer's Report: Ms. Plummer reported on the Conflict Free Case Management (CFCM) pilot that is starting with the I/DD Team. She stated that the Utilization Management/Utilization Review (UM/UR) process in R3 training has been tested and will move to production shortly. We were recently awarded a block grant to expand our children's crisis services. Our COVID-19 warmline has launched and has been used a few times, and we'll also be using some overflow CCBHC money to support healthcare workers in the community. NMHSI will be ready to start the modified health screenings over the phone soon.

Mr. Snyder stated that the agency did a very fast transition to telehealth, including some of our groups. Staff have learned how to use that technology to serve our consumers. We provide face to face appointments when needed. We brought Salvation Army Turning Point (SATP) to Ludington about a year ago for medication assisted treatment services and are starting on getting an office started in Lake County and hope to serve up to 50 people. We just submitted a Department of Justice grant around jail diversion. We will learn in September if we receive it. It would be a three-year grant to hire staff to work in our jails and provide more services to those folks incarcerated, along with a plan upon release for connection to services to be successful. Dr. Williams stated that this funding is a way to offset some of the counties' cost for services in the jail. Congratulations to that group for their work on getting this submitted.

12. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial services report through the period ending March 31, 2020, six months of the fiscal year. There is nothing significant to report as far as changes from last month. In April's report, we expect some additional MCD revenue from some rate adjustments. The money sent was not as much as the actuaries expected, so some adjustments have to be made. We are still breaking even.

Ms. Sherfinski also reviewed the Cash and Investments Report for the period ending March 31, 2020.

Ms. Sherfinski reported that we received some vital information from the State yesterday on the direct worker premium pay; a \$2 or \$3 dollar increase for direct care workers and you will see some more information from us next month regarding that. The State gives the region the money and the region sends it on to CMHs to determine how to get it to the providers.

13. Chief Operations Officer's Report: Ms. Condit reported that Megan Chaffee started yesterday as our Development Director. She is in the process of onboarding right now and we will bring her to a future meeting. WM's Employment Engagement Committee (EEC) has been doing some fun stuff to make sure our staff stay as connected and interacting as possible when we can't be in the office. We have some staff out on temporary furloughs, based both on service and volume needs, and particular needs of staff. Consumers continue to get the services they need, and we continue to evaluate on a weekly basis whether or not those folks will remain on furlough. We have also entered into an agreement with the Union for hazard pay; both for indirect time in the office and an additional hourly rate staff are being paid if they are meeting face to face with consumers. We are also evaluating some hazard pay for our nonunion staff as well. Ms. Condit reported that Alan Neushwander, our PR Director, just rolled out a monthly newsletter for our staff called *CMH Insider*. The name of the newsletter was picked through a naming contest with staff.

Lean training is ongoing, but the big training will be in July. We are doing some things in a different order but moving forward and anticipate the initial work will be done by the end of the fiscal year as planned.

14. Lakeshore Regional Entity Update: Dr. Williams reported that things at the region remain about the same. We are working on trying to come to an agreement on some of the unique challenges from COVID: specifically, how do we roll out the direct wage pass through, how do we support providers who have unique needs during this situation and how do we continue to manage financially through this crisis. The LRE Board meeting is on Thursday. We are also working on funding formula as a region, but it will be pretty difficult to come up with a solution for all five boards when two of the members are in pretty dire financial states and when the methodology disproportionately harms 2 of the Boards. The Department is quiet on the settlement issue.
15. Director's Report: Dr. Williams provided an update on the organizational priorities. Regarding CCBHC, getting the new grant is a big deal and some of the money the federal government put in specific to COVID allowed for 18 grants in Michigan rather than the initial nine. Some were awarded under original CCBHC dollars and some awarded on COVID additional dollars. Which award you were given was based on the score of the application. We had one of the highest scoring applications and therefore our funds are COVID related. Ms. Plummer provided the Conflict Free update already. Dr. Williams is excited to see if things are going to work the way we think they are and getting the new teams up and running will be very exciting.
16. Upcoming Committee Meetings:
 - LRE Board Meeting – May 21st at 1:00 via Teams
 - Executive Committee – Tuesday, June 9th at noon (likely via Zoom)
17. WCMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting: Mr. Prince noted that he misses the person to person meeting, but it's the best we can do under the circumstances.
18. Delegations, Communications and Expressions from the Community: There were none.
19. Executive Session: There was none.
20. Adjournment: Dr. Branning made the motion, seconded by Mrs. Alway, that the West Michigan Community Mental Health Board of Directors adjourn its meeting. The meeting adjourned at 6:02 p.m.

Kimberly Goodrich
Recording Secretary

James Prince
Chairperson