

MINUTES OF THE BOARD
February 21, 2019
North Country Community Mental Health
1420 Plaza Drive Petoskey

BOARD MEMBERS PRESENT: Sr. Augusta Stratz, Ron Iseler,
Karla Sherman, Louis Scholl, Christian Marcus,
Caroline Loper, Patty Cox, Michael Newman, Paul
Liss, Robert Draves, Robert Boyd

BOARD MEMBERS ABSENT: Dennis Priess, Ed Ginop, David White

STAFF: Christine Gebhard, Brian Babbitt, Scott Shearer,
Stacey Chipman, Amy Christie, Joe Balberde, Alison
Reed, Julie Moran, Susan Clingman, Lorraine Manary

GUESTS: None

Ms. Sherman called the meeting to order at 4:06 p.m.

ROLL CALL

Ms. Sherman welcomed the Board members, staff and guests to the meeting.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Motion by Paul Liss, support by Sr. Augusta Stratz to accept the consent agenda as presented. MOTION CARRIED.

COMMITTEE RECOMMENDATIONS – BOARD ACTION

The Finance Committee met today at 3:00 PM. Mr. Marcus gave the following report:

Statement of Cash on Deposit and Bills through Dec. 31, 2018

Balance on hand Dec. 31, 2018	\$6,309,538.52
Receipts through Jan. 31, 2019	\$4,383,709.02
Expenditures through Jan. 31, 2019	\$4,180,259.60
Ending Balance as of Jan. 31	\$6,513,203.94
Increase (decrease) of	\$203,449.42

Mr. Marcus reviewed the Interim Financial Statement's through December 31, 2018. Medicaid is over expended by \$141,162; HMP is under expended by \$154,159; and GF is over expended by \$193,826 as presented in committee.

Ms. Sherman Mr. Ginop asked members if there are any questions about the report. Hearing none, Ms. Sherman Mr. Ginop directed that the report be placed on file for audit.

Mr. Marcus described a proposal for purchasing internet backup services. Many of our key systems are now in the Cloud, i.e. our electronic health record, email, phones. The annual cost of the proposal, which includes five sites, is \$14,279. This purchase was included in the FY19 budget.

Motion by Christian Marcus, support by Patty Cox to accept the Proposal as recommended by Committee. MOTION CARRIED.

PROGRAM COMMITTEE REPORT

The Program Committee met on January 14 at 4:00 PM. Mr. Iseler, committee chair, provided an overview of the meeting which included the FY18 Risk Management Annual Report as provided by Brian Babbitt, Chief Operations Officer, and the FY2018 Utilization Management Annual Report presented by Amy Christie, Chief Quality Officer. **The report of the Program Committee was received and placed on file.**

ACTION ITEM(S) WITHOUT COMMITTEE REVIEW:

There were no action items without committee review.

PRESENTATION – Family Support Subsidy

Julie Moran, Associate Director CSS/DD, Alison Reed, Lead Family Support Specialist, and Susan Clingan, FSS Coordinator, provided an overview of the Family Support Subsidy (FSS). The FSS Program was launched in 1985. The premise was, and remains, that children should be kept safely in their home with necessary supports. Non-taxable monthly payment (\$229/mo) recently increased slightly for first time since inception. The funds can be used as family need with no restrictions, i.e. Therapy, Rent, Vacation, Respite – family chooses best use of the funds for their family

Staff and families are most impressed with ease of use. Eligibility requires that the child must be under 18 years, be living with birth, adoptive parent or guardian, Taxable income cannot exceed \$60,000. Primary disability must be (as ID by schools) SMI, SCI, Autism spectrum disorder and receiving assistance in school, but does not have to be a CMH Client.

Susan Clingan is the designated FSSP Coordinator, acts as a liaison between MDHHS, ISD, CMH, and parents. CMH staff also process annual renewals, onboard new families, problem solve advocate for families, and coordinate with the ISD & CMH when

parents move. Additionally, CMH staff are responsible for re-engaging parents who have dropped out and providing documentation for MDHHS audits (Monthly). The NCMH Liaison can be the first friendly and affirming voice the family hears from their CMH.

Payments to local participants totaled \$300,000 for 114 children in 2018. Currently 112 children are enrolled. If there is more than one child in the family, they can get multiple subsidies. Families in our area are predominantly earning >\$19,000 per year, giving them the highest subsidy. NCCMH participants from the intermediate school districts shows 58% coming from Char-Em ISD, 20% COPESD, 17% TBAISD, and 1% COOR.

CHIEF EXECUTIVE OFFICER'S REPORT/COMMUNICATIONS

Ms. Gebhard referred to a few items from her written report:

Jan 24 – managed care contracting from a position of strength. This session described the State's contracting process with Medicaid Health Plans and what providers, such as CMHSPs need to know to effectively evaluate, negotiate and operate a contract with Medicaid Health Plans. Ms. Gebhard also oriented 2 new board members and again welcomed them.

CORRESPONDENCE, ARTICLES, AND INFORMATIONAL ITEMS

Ms. Gebhard shared several items, bringing the boards attention to one dated Jan 16, 2019 which discusses the upcoming 2019 rights system assessment process. We are scheduled for August 6-8, 2019. Also shared were Friday updates and an email sent to all staff regarding GF spending, a notice from Third Level Crisis announcing the shutdown of their Hotline, and a letter from the CMH PAC Committee. A Crain's Detroit Business article describing the effort underway to update the State's Mental Health Code was provided to the board as an informational piece. This is a positive change, but once opened the mental health code is apt to be changed in other ways. CMHAM is tracking closely.

Monthly revenue and expenditure reports are now due per state requirements. Ms. Gebhard responded to the state indicating that this is redundant and will take additional staff time.

An email was sent to staff announcing GF over expenditure. This is to assure transparency throughout the organization.

Ms. Gebhard pointed out that Third Level is closing its doors due to the loss of contracts. The move to Protocol was very helpful. Protocol hires masters level therapist to provide crisis intervention and other organizations who have made this move indicate a reduced number of hospitalizations and emergency room visits.

PAC – Ms. Gebhard invited board members to support the CMHAM PAC, matching what they contribute. There will be a great need for legislative advocacy this year. Ms. Gebhard mentions listening in on appropriations & other committees that impact our work and suggested board members may do the same if interested.

QUALITY IMPROVEMENT UPDATE

The Northern Michigan Regional Entity (NMRE) conducts a quarterly claims verification audit. Twenty claims in the amount of \$5962.37 were audited for services provided in the fourth quarter of FY18 (July 1, 2018 – September 30, 2018) with 100% of services validated and 100% of total dollars validated. Each claim was reviewed against six qualitative elements and all elements achieved 100% compliance. No billing adjustments were required.

A kickoff training session for Lean Leaders worked toward a Yellow Belt designation occurred on January 25, 2019. This training provided an orientation to ten participants from across the agency, as well as education for the Executive Team on the role and scope of being a project sponsor. Training will continue through April of this year.

NORTHERN MICHIGAN REGIONAL ENTITY

The minutes of the December 12th NMRE Board meeting were distributed at the December Board meeting and again this month. NMRE CEO Eric Kurtz has asked to have their board minutes shared only after NMRE board approval, so next month NCCMH board will receive the January NMRE minutes.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

Ms. Sherman indicated there were changes to Board committees with the addition of two new county commissioners as board members. Both David White and Robert Draves have been added to the Finance Committee and the Program Committee. A list of all committees and membership was shared at the meeting.

Motion to accept committee members as presented by Robert Boyd, second by Sr. Augusta Stratz. MOTION CARRIED

Chief Executive Officer Evaluation

The evaluation will be mailed to board members. Ms. Cox is committee chair and will receive all completed evaluations and call a committee meeting in the next month.

ADJOURNMENT

There being no further business to come before the board, the meeting is adjourned by Karla Sherman, Vice President of the Board and acting board chair.


Edward Ginop, Board Chair