

**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN
REGULAR BOARD MEETING MINUTES
February 10, 2016**



Members Present: Greg Lane, Jan Plas, Sandra Libstorff, Lisa Berry-Bobovski, Patricia Spriggel, Charles Coleman, Ralph Tillotson, Kent Martinez-Kratz, Charles Londo, Bob Wilson, Judy Ackley, Barb Cox

Members Absent: Robin Damschroder

Staff Present: Jane Terwilliger, Connie Conklin, Sandy Keener, Stephannie Weary, Marci Scalera, Marie Irwin, James Colaianne, Trish Cortes, Geralyn Harris, Suzanne Stolz

Others Present: Lori Lutomski

I. Call to Order
Meeting called to order at 6:03 p.m. by Board Chair G. Lane

II. Roll Call

III. Consideration to Adopt the Agenda as Presented

**Motion by R. Tillotson, supported by C. Coleman, to approve the agenda
Motion carried**

IV. Consideration to Approve the Minutes of the January 13, 2016 Regular Meeting and Waive the Reading Thereof

**Motion by J. Ackley, supported by K. Martinez-Kratz, to approve the minutes of January 13, 2016 Regular Meeting and waive the reading thereof
Motion carried**

V. Audience Participation

VI. Communication to the Regional Board

VII. PIHP Managing Director Report to the Board

a. January Finance Report

- S. Stolz presented.
- Medicaid Revenue for December is \$575,850 over budget through December. The payments indicate a higher number of Medicaid eligibles for the region.
- Healthy Michigan revenue is under budget (\$528,718). The rates payments are based on are lower than what was used to calculate revenue during the budget process.
- Healthy Michigan revenue is under budget (\$528,718). The rates payments are based on are lower than what was used to calculate revenue during the budget process.
- SUD expenses are under budget – new programs for FY2016 have not been fully implemented yet.
- CMHPSM administrative expenses are currently running under budget. There were three vacant positions in the first quarter that were filled in January.

- b. Finance Staffing and Transition
 - M. Irwin (Finance Manager) will retire at the end of March.
 - The Finance Manager will be split into 2 positions: Finance Assistant and Accountant. These positions will be at a lower pay scale, and will allow for the separation of duties among the financial responsibilities.
- c. Bylaws Approval Update
 - J. Terwilliger recently met with Washtenaw Board of Commissioners (BOC) Chair Felicia Braebec and T. Cortes. The Regional Board Bylaws are on the Washtenaw BOC's 2/17/16 agenda. The anticipation is that the bylaws will be approved.
 - Per the Mental Health Code, as an agency, Washtenaw Community Mental Health's bylaws must be approved by the Washtenaw BOC.
- d. Risk Management Manual
 - The manual is in the final drafting stages. It will come to the March Regional Board meeting.
- e. MHP/PIHP Collaboration Presentation
 - J. Terwilliger shared a slide presentation and provided handouts of an overview of the plans for collaboration between PIHPs and Mental Health Plans (MHP).
 - PIHP and MHPs will be responsible for joint work plans.
 - G. Lane would like to do a cost-benefit analysis before spending more money to achieve a common electronic health record platform. J. Terwilliger agreed that it is prudent to work with what the region already has in place, including Zenith and CC360.
 - J. Plas expressed concern about how much it will cost in order to meet the state's requirements to receive money back from the state.
- f. Regional Operations Committee Report
 - Washtenaw**
 - T. Cortes reported that CMH and Labor have successfully negotiated a resolution for the vocational program involving some position reclassifications and some layoffs. They now have a balanced budget for FY 16.
 - The CMH has a brand new mental health board whose members have shadowed employees and programs as part of their orientation. Up next will be strategic planning.
 - Livingston**
 - C. Conklin reported that Livingston has 3 grant areas:
 - An SUD grant to develop an engagement center
 - A jail diversion grant (including training first responders for helping people who have SUD, DD, MI)
 - A grant targeting seniors that will include outreach, education and some care management for senior care.
 - Monroe**
 - G. Harris reported that the Monroe CMH board selected Lisa Jennings as the new Executive Director. Monroe currently has an opening for a CFO, and is taking the opportunity to review the organizational structure.
 - Monroe has a jail diversion grant that covers MH first aid training for jail personnel. For year 2 of the grant a MH court will be started.
 - Lenawee**
 - S. Keener reported that the Family Medical Center (Lenawee's FQHC) has been open about a year.
 - The 2nd Erase Stigma 5K race is coming up. The goal of the race is to help the community understand the impact of MH and DD. The first one raised \$24,000 without being a fundraiser. The money went to the drop-in center.

- An engagement center is underway in Lenawee.

PIHP

- J. Terwilliger reported that Governor Snyder’s proposed budget for FY 17 was released, and section 298 concerns the PIHPs of the mental health system. The budget proposes the elimination of PIHPs and moving the CMHs under the Mental Health Plans. The Board Association has already contacted the 5 major advocacy agencies to mobilize opposition efforts for the dismantling of the existing MH system. PIHP directors have an already-scheduled meeting with Tom Renwick tomorrow, and the proposed budget will be a major topic on that agenda.
- J. Terwilliger provided a schedule of hearings at the house appropriations committee. She will report back from meetings that she attends.

VIII. Old Business

a. Board Governance Policies

- G. Lane presented the draft policy manual. He would like the Board to take 1 section every month to review and comment on.
- Any comments from tonight’s review should be sent to S. Weary by March 2.

b. WCHO Monitoring

Motion by C. Coleman, support by B. Wilson, to amend the previous motion made at the March 11, 2015 Regional Board meeting by C. Coleman, supported by R. Wilson, to continue to monitor WCHO’s progress through monthly reports by adding the end-date of September 30, 2015

Motion carried

- This was an open item from 2015 that needs to be closed out. The WCHO had been required to report monthly, but is now dissolved.

c. Report on the Winter Conference

- J. Plas provided an update. The conference included an education presentation entitled “What is a PIHP?”

IX. New Business

a. Board Action Request:

Motion by S. Libstorff, supported by L. Berry-Bobovski, to approve the presented Board resolution designating financial institution signatory, assignment, transfer, contract, obligation, certificate and other instrument rights to Jane Terwilliger, Chief Executive Officer and Suzanne Stolz, Chief Financial Officer

Motion carried

Ackley	Y	Londo	Y
Berry-Bobovski	Y	Martinez-Kratz	Y
Coleman	Y	Plas	Y
Cox	Y	Spriggel	Y
Damschroder	Absent	Tillotson	Y


Attachment #1 – April 2016

Lane	Y	Wilson	Y
Libstorff	y		

X. Adjournment

**Motion by R. Tillotson, supported by C. Londo, to adjourn the meeting
Motion carried**

Meeting adjourned at 7:32 p.m.


Bob Wilson, CMHPSM Board Secretary