

**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN
REGULAR BOARD MEETING MINUTES
January 14, 2015**



Members Present: Jan Plas, Tom Biggs, Lisa Berry-Bobovski, Barb Spalding, Judy Ackley, Charles Londo, Ralph Tillotson, Bob Wilson, Greg Lane, Charles Coleman, Sandra Libstorff

Members Absent: Barbara Levin Bergman, Peg Ball

Staff Present: Mary O'Hare, Jane Terwilliger, Connie Conklin, Sandy Keener, Stephannie Weary, Steve Holda, Marci Scalera, Marie Irwin, James Colaianne, Jackie Sproat, Kristen Ora, Sally Amos O'Neal, Katie Kettner Postmus

Others Present: Jim Spalding

- I. Call to Order
Meeting called to order at 6:00 p.m. by Board Chair G. Lane.
- II. Roll Call
- III. Consideration to Adopt the Agenda as Presented

**Motion by R. Tillotson, supported by T. Biggs, to approve the agenda
Motion carried**

- IV. Consideration to Approve the Minutes of the December 10, 2014 Regular Meeting and Waive the Reading Thereof

**Motion by J. Ackley, supported by C. Coleman, to approve the minutes of December 10, 2014 and waive the reading thereof
Motion carried**

- V. Audience Participation
 - None

- VI. Communication to the Regional Board

Washtenaw Community Health Organization (WCHO)

- A taskforce in Washtenaw County decided to reorganize CMH services in Washtenaw County. The taskforce has made a recommendation to dissolve the UCA agreement which would dissolve the WCHO, and go back to the "agency within the county" model of CMHSP. The recommendations will go for final approval by the Washtenaw County Commissioners in February
- Legal counsel will be consulted regarding the region's legal founding agreements.
- The region will also consult with the auditing firm to make sure financial tracking mechanisms are in place and correct.
- M. O'Hare will arrange for a visit from Tom Renwick from MDCH to get the state's perspective on the Washtenaw transition, in February if possible.

Attachment 1

- Functions that are shared with WCHO and the region are being reviewed by the directors. A gap analysis will be brought back to regional board in February.
- The WCHO as a previous PIHP has been closed out; all funds have been transferred to the region.
- The Office of Recipient Rights is a regionally-coordinated program, but is a CMHSP responsibility. Currently all Rights officers are employed by WCHO. It has been a very successful model, but it's not one that PIHP can take on. Currently, Rights coverage is an arrangement between WCHO and the 4 other counties.
- Board members should email any other questions to M. O'Hare.

Managing Director Contract

- M. O'Hare signed her retirement papers from Washtenaw County this morning.
- G. Lane intends to bring the Managing Director contract to the February meeting for Regional Board approval.

PIHP Office Space

- The plan is for the region to lease a separate suite in the Zeeb office on the 2nd floor, in addition to maintaining the SUD space. Other space will be considered if necessary and for comparison.

VII. Managing Director Report to the Board

a. Regional Finance Report {Attachments #2}

- Revenue as projected has so far come in somewhat shorter than was anticipated based on what the state had projected. Staff will not consider budget adjustments until a full quarter of information has come in.
- The February report will include expense, which will indicate if there is a need to adjust allocations.

b. Requirement to conduct data analytics

- PIHPs have been charged with utilizing data analytics.
- J. Sproat and M. O'Hare have been in talks with a few other regions regarding contracting for software and analysis of consumer health data.
- In February M. O'Hare will bring some information about a firm that staff have reviewed and think would be a good provider of these services.

c. Monroe awarded Jail Diversion Grant

- Monroe was awarded an adult block grant for a pilot jail diversion program.
- A full-time master's level professional and part-time certified peer specialist will work in the jail.

d. Update on DCH/PIHP activities/discussion

- PIHP directors met with MDCH last week.
- Regarding the Medicaid health plan re-bid, MDCH will be using the prosperity regions (in this region that includes Lenawee, Livingston, Monroe and Washtenaw, plus Jackson and Hillsdale counties). This alignment is for physical health. There is no plan to reorganize the PIHPs at this time. An RFP will be released in February.

VIII. Old Business

a. Managing Director Lease extension and Contract update

- The lease with the WCHO was extended, while the contract is being finalized.

IX. New Business

a. Employee Handbook and Human Resources policies (Att. #3)

Motion by J. Plas, supported by R. Tillotson, to approve the CMHPSM Employee Handbook and Human Resource policies

Motion carried

b. Vision and Goals Discussion (Att #4 and #5)

- i. Managing Director contract - February
- ii. Managing Director search – starting in February
- iii. Financial Policies/Principles
- iv. Shared Governance/One Business

- Board discussed some short-term goals:
 - An organizational structure that's successful
 - Data analysis
 - Funding stream review and oversight
- Regional Principles and Strategies document from 2006 will need to be updated to reflect current reality. Board members agreed that regional finance directors will update the principles and strategies document.
- There will be a regional finance policy that will address differences in budget vs. actuals, fiscal accountability, and risk strategy.

X. MACMHB Information

- The next conference is February 9-11 in Kalamazoo. There will be a PIHP Board leadership and PIHP director meeting on Tuesday from 3-5.

XI. Other

XII. Adjournment

Meeting adjourned at 7:30 p.m.


Lisa Berry-Bobovski, CMHPSM Board Secretary

