

# OVERSIGHT POLICY BOARD

## Regular Board Meeting

Patrick Barrie Conference Room

3005 Boardwalk Drive, Suite 200

Ann Arbor, MI

Thursday, June 22, 2023

9:30 a.m. – 11:30 a.m.



### To Join by Phone:

1-267-831-0333, 1-301-715-8592 or

1-312-626-6799

**Meeting ID: 879 0140 9760**

### To Join by Computer:

<https://us02web.zoom.us/j/87901409760?pwd=US9iWHq5UnVZTkVYSIJXOXVHd2Y5QT09>

**Passcode: 742565**

## Agenda

1. **Introductions**, Welcome Board Members & Review Open Meetings Act Procedures– 10 minutes
2. Approval of Agenda (**Board Action**) – 2 minutes
3. Approval of April 27, 2022, OPB Minutes {Att. #1} (**Board Action**) – 5 minutes
4. Audience Participation – 3 minutes per person
5. Old Business
  - a. Finance Report {Att. #2} (Discussion) – 10 minutes
  - b. FY24 Funding Update – continuation RFI (Discussion) – 5 minutes
6. New Business
  - a. Membership Update (Discussion) – 5 minutes
  - b. Health Disparities to Health Equity Initiative (Presentation) – Nyaa Health 20 minutes
  - c. Strategic Planning Session {Att. #3} - 60 minutes
7. Report from Regional Board {Att. #4} (Discussion) – 5 minutes
8. SUD Director Updates (Discussion) – 5 minutes
  - a. CEO Update {Att. #5}
  - b. Staffing
  - c. Michigan Association of Recovery Residence (MARR) Update
9. Adjournment (**Board Action**)

**\*Next meeting: Thursday, August 24, 2023**

**Location: 3005 Boardwalk, Suite 200; Patrick Barrie Room**

### VISION

*"We envision that our communities have both an awareness of the impact of substance abuse and use, and the ability to embrace wellness, recovery and strive for a greater quality of life."*

## Oversight Policy Board Minutes

April 27, 2023

Patrick Barrie Conference Room  
3005 Boardwalk Drive, Suite 200  
Ann Arbor, MI 48108

Members Present: Mark Cochran, Kim Comerzan, Amy Fullerton, Annette Gontarski, Susan Longworth, Molly Welch Marahar, Dave O'Dell, David Stimpson, Monique Uzelac, Tom Waldecker

Members Absent: Ricky Jefferson, Dave Oblak, Ralph Tillotson

Guests: Amanda Harris and Beth Ann Hamilton (Washtenaw County Health Dept.)

Staff Present: Stephannie Weary, James Colaianne, Nicole Adelman, Matt Berg, CJ Witherow, Danielle Brunk, Joelen Kersten, Jackie Bradley (Lenawee), Michelle Lyons, Alyssa Tumolo, Jane Goerge, Rebecca DuBois, Stacy Pijanowski, Heather Schubbe, James Luckey

Board Chair M. Cochran called the meeting to order at 9:31 a.m.

1. Introductions
2. Approval of the Agenda  
**Motion by K. Comerzan, supported by M. Welch Marahar, to approve the agenda**  
**Motion carried**
3. Approval of the December 1, 2022 Oversight Policy Board minutes  
**Motion by D. O'Dell, supported by A. Fullerton, to approve the December 1, 2022 OPB minutes**  
**Motion carried**
4. Audience Participation
  - None
5. Old Business
  - Finance Report
    - M. Berg presented.
  - FY23 Funding Update
    - Contracts were approved at the Regional Board for the following:
      - A new project called MI PAC (Michigan Partnership to Advance Coalitions) that will focus on building coalitions regarding the use of tobacco, marijuana and vaping. Each county's coalition is participating.
      - 1 new Opioid Health Home- AACTC in Washtenaw County
      - Expanded Lenawee County engagement center, funding through SOR.
  - FY24 Funding Update –
    - The plan is to not have an RFP process; instead to have a non-scored continuation RFI with flat funding if possible.
    - The region received the FY24 allocations. There was an increase in Block Grant Prevention; WSS was reduced; Block Grant Treatment and SOR are flat-funded.

- COVID Block Grant will end March 14, 2024. Additional ARPA funds to continue through the end of FY24 are available, which N. Adelman requested. An unofficial approval has been provided. An official approval via email is expected next week.
- Nationally, COVID Block Grant, ARPA, SOR are all underspent.

6. New Business

a. Washtenaw County Health Dept It Is Possible Campaign Presentation

- Presented by Amanda Harris and Beth Ann Hamilton (Washtenaw County Health Department).
- The region-wide recovery campaign is being funded by the COVID Block Grant.
- Amanda and Beth Ann are meeting with each county's SUD coalition and/or Recovery Community Organization for input.
- Messages of the campaign include hope, and that recovery is possible.
- The campaign will provide new printed materials, bus ads, billboards, and social media ads. The campaign will also coordinate with the region's CMHs and public health departments distribute materials.
- S. Longworth noted that often in her community people who need this information don't know where to go or don't visit places where they would encounter the campaign materials. OPB discussed possibly partnering with other entities for more exposure, including grocery stores, Target, gas stations, truck stops, courts, schools, and Michigan Works.
- Beth Ann Hamilton's contact information: [hamiltone@washtenaw.org](mailto:hamiltone@washtenaw.org).

b. Board Action Request- Policy Updates

1. Fetal Alcohol Syndrome
2. Substance Use Services Media Campaign
3. SUD Residential Treatment Services
4. Naloxone

**Motion by M. Welch Marahar, supported by M. Uzelac, to Review and approve FY23 Substance Use Services Policy Updates for SUD Residential Treatment, Naloxone, Fetal Alcohol Syndrome Disorder (FASD) and Substance Use Services Media Campaigns**

**Motion carried**

c. Health Disparities to Health Equity Initiative

- For FY24, the goal is for every contracted provider to have a SMART goal to address health disparities. NYAA Health will be invited to the June meeting to discuss this initiative within the region, as well as its ties to strategic planning.

d. Gambling Disorder Needs Assessment Update

- R. DuBois and A. Tumolo provided a summary of the 2022 risk assessment.
- Links to the website and full assessment will be emailed following the meeting.

e. Opioid Settlement Funds

- The first round of settlement funds has started to be distributed. No updates yet on how it's being spent yet.
- The second-round of settlement funds sign-up was released, deadline has been extended to 5/2. All but one of the municipalities within the region have signed up.

f. PHE/Medicaid Changes

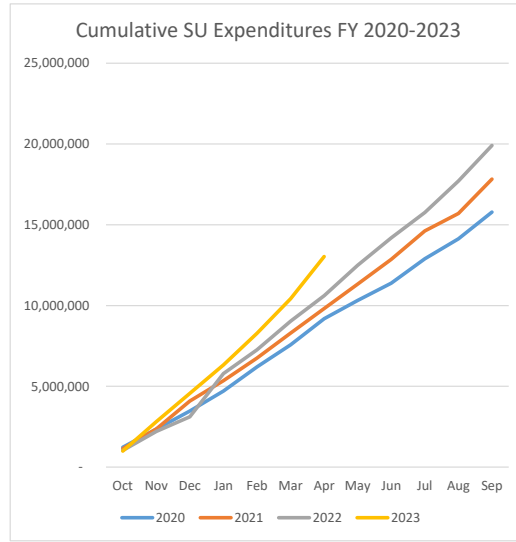
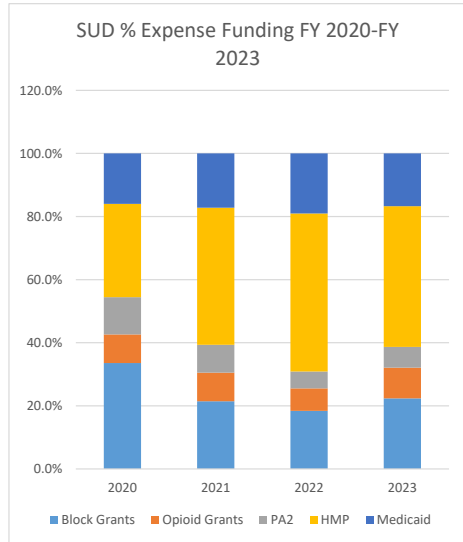
- J. Colaianne provided an update.
- Medicaid re-enrollment starts in June.

- The Public Health Emergency ends May 11, 2023.
  - Impact related to revenue: staff is monitoring for any sort of decrease in the pool of eligibles. There's an expectation that there will be a decrease in the number of eligibles, which will impact funding. The total population of eligibles may decrease, but the total number receiving services isn't expected to change.
  - Communication will be sent out to providers across the region encouraging them to support consumers in ensuring Medicaid has correct information for eligibility.
- g. MDHHS PIHP SUD Site Review
- N. Adelman shared the site visit letter from the state. The outcome was very good, with only 1 item receiving a partial compliance: a brochure was missing a funding statement.
7. Report from Regional Board
- The Regional Board discussed revenue projections moving forward.
  - The annual CEO review was also discussed. The review format will be changed for next year to include new SMART goals.
  - The CEO provided an update on a finance mistake made by the Finance Team. The team did not follow the process and updated a provider's banking information based on a request from a hacked email account. \$53,000+ was sent to the bad actor in 3 payments. Ann Arbor Police, FBI, and JP Morgan Chase Bank have all been working to help recoup the funds. Insurance will cover the loss, but there is a \$25,000 deductible.
8. SUD Director Updates
- a. CEO Update
- J. Colaianne provided an update on the SIS program. The state unceremoniously ended the program with 3 weeks' notice. The PIHP transitioned 2 of the 4 positions to permanent project assistant positions, a 3<sup>rd</sup> position transitioned to a temporary project assistant position through to 9/30/30, and ended the Quality Lead SIS position, which was vacant.
  - Lakeshore won its lawsuit against the state.
- b. Staffing
- The SUD Care Navigator position is still open.
- c. Strategic Planning FY23 and FY24
- Most of June's meeting agenda will be devoted to strategic planning.
9. Adjournment
- Motion by K. Comerzan, supported by S. Longworth, to adjourn the meeting**  
**Motion carried**
- Meeting adjourned at 11:06 a.m.

**\*Next meeting: Thursday, June 22, 2023**  
**Location 3005 Boardwalk, Suite 200; Patrick Barrie Room**

**Community Mental Health Partnership Of Southeast Michigan  
SU SUMMARY OF REVENUE AND EXPENSE BY FUND  
April 2023 FYTD**

Summary Of Revenue & Expense	Funding Source							Total Funding Sources	FY22 YTD
	Medicaid	Healthy Michigan	Block Grants	OHH	Opioid Grants	Gambling Prev	SUD-PA2		
<b>Revenues</b>									
Funding From MDHHS	2,364,321	6,305,563	3,160,024	589,364	1,378,469	23,854		\$ 13,821,595	\$ 11,961,715
PA2/COBO Tax Funding Current Year							946,760	\$ 946,760	\$ 941,893
PA2/COBO Reserve Utilization							(21,224)	\$ (21,224)	\$ 299,964
Other (lapse to state)			-	(217,260)	-	-	-	\$ (217,260)	\$ -
<b>Total Revenues</b>	<b>\$ 2,364,321</b>	<b>\$ 6,305,563</b>	<b>\$ 3,160,024</b>	<b>\$ 372,104</b>	<b>\$ 1,378,469</b>	<b>\$ 23,854</b>	<b>\$ 925,536</b>	<b>\$ 14,529,871</b>	<b>\$ 13,203,572</b>
<b>Expenses</b>									
<b>Funding for County SUD Programs</b>									
CMHPSM			\$ 331,074	\$ 297,683	\$ 1,378,469	\$ 23,854		2,031,081	649,869
Lenawee	251,062	659,043	246,973				\$ 95,134	1,252,211	1,379,320
Livingston	141,092	475,251	313,250				435,109	1,364,701	1,314,639
Monroe	556,721	979,204	774,661				100,676	2,411,262	2,206,953
Washtenaw	1,134,274	2,475,030	1,325,523				294,617	5,229,444	4,232,856
<b>Total SUD Expenses</b>	<b>\$ 2,083,149</b>	<b>\$ 4,588,528</b>	<b>\$ 2,991,480</b>	<b>\$ 297,683</b>	<b>\$ 1,378,469</b>	<b>\$ 23,854</b>	<b>\$ 925,536</b>	<b>\$ 12,288,699</b>	<b>\$ 9,783,637</b>
<b>Administrative Cost Allocation</b>	<b>156,825</b>	<b>365,445</b>	<b>168,544</b>	<b>52,803</b>			<b>-</b>	<b>\$ 743,618</b>	<b>\$ 827,627</b>
<b>Total Expenses</b>	<b>2,239,974</b>	<b>4,953,973</b>	<b>\$ 3,160,024</b>	<b>\$ 350,486</b>	<b>\$ 1,378,469</b>	<b>\$ 23,854</b>	<b>\$ 925,536</b>	<b>\$ 13,032,317</b>	<b>\$ 10,611,264</b>
<b>Revenues Over/(Under) Expenses</b>	<b>124,347</b>	<b>1,351,589</b>	<b>0</b>	<b>21,618</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>0</b>	<b>\$ 1,497,554</b>	<b>\$ 2,592,308</b>



	Revenues	Expenditures	Revenues Over/(Under) Expenses
<b>PA2 by County</b>			
Lenawee	76,935	95,134	(18,199)
Livingston	233,250	435,109	(201,858)
Monroe	174,180	100,676	73,503
Washtenaw	462,396	294,617	167,778
<b>Totals</b>	<b>\$ 946,760</b>	<b>\$ 925,536</b>	<b>\$ 21,224</b>

	FY 23 Beginning Balance (Prelim)	FY23 Budgeted Utilization	FY22 Projected Ending Balance	FY 22 YE Over/(Under) Expenses
<b>Unallocated PA2</b>				
Lenawee	307,023	(175,746)	131,277	(217,477)
Livingston	3,285,361	(351,264)	2,934,097	(453,675)
Monroe	241,428	(18,718)	222,710	(62,478)
Washtenaw	1,129,705	(344,431)	785,274	(491,669)
<b>Total</b>	<b>\$ 4,963,518</b>	<b>\$ (890,159)</b>	<b>\$ 4,073,359</b>	<b>\$ (1,225,299)</b>

**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN  
REGULAR BOARD MEETING MINUTES  
June 14, 2023**

**Members Present:** Judy Ackley, Patrick Bridge, Rebecca Curley, Bob King, Molly Welch Marahar, Rebecca Pasko, Mary Serio, Holly Terrill, Ralph Tillotson

**Members Absent:** LaMar Frederick, Roxanne Garber, Alfreda Rooks, Annie Somerville

**Staff Present** Kathryn Szewczuk, Stephannie Weary, James Colaianne, Matt Berg, Nicole Adelman, Connie Conklin, Stacy Pijanowski, CJ Witherow, Lisa Graham

**Guests Present:**

- I. Call to Order  
Meeting called to order at 6:15 p.m. by Board Vice-Chair J. Ackley.
- II. Roll Call
  - Quorum confirmed.
- III. Consideration to Adopt the Agenda as Presented  
**Motion by M. Welch Marahar, supported by R. Tillotson, to approve the agenda  
Motion carried**
- IV. Consideration to Approve the Minutes of the 4-12-2023 Meeting and Waive the Reading Thereof  
**Motion by M. Serio, supported by H. Terrill, to approve the minutes of the 4-12-2023 meeting and waive the reading thereof  
Motion carried**
- V. Audience Participation  
None
- VI. Board Action: FY2022 Financial Audit Presentation
  - Auditor Derek Miller from Roslund Prestage & Company presented the FY22 financial audit presentation.
- VII. Old Business
  - a. Board Information: May Finance Report – FY2023
    - M. Berg presented; discussion followed.
  - b. Board Information: Discussion on FY2018 Deficit and Next Steps
    - J. Colaianne provided an update.
    - The region's preference is to resolve the deficit before the end of this fiscal year. The next step will be to propose a plan to MDHHS.
  - c. Board Action: Annual Board Governance Review from April 2023  
**Motion by R. Tillotson, supported by M. Welch Marahar, to approve the Board Governance manual, CMHPSM bylaws, and board governance policies as presented  
Motion carried**

**CMHPSM Mission Statement**

*Through effective partnerships, the CMHPSM shall ensure and support the provision of quality integrated care that focuses on improving the health and wellness of people living in our region.*

- i. Board Governance Manual
  - ii. CMHPSM Bylaws
  - iii. CMHPSM CEO Authority – Employee Position Control and Compensation
  - iv. CMHPSM CEO General Scope of Authority
  - v. Conflict of Interest Policy
  - vi. Financial Stability & Risk Reserve Management
  - vii. Investing
  - viii. Procurement
- d. Board Information: CEO Performance Review Goals
- M. Serio presented the draft CEO performance goals. The goals will be updated and presented to the full board in August for final approval.

VIII. New Business

- a. Board Member Action: Conflict of Interest Form Completion
  - Board members will complete and return the form to staff.
- b. Board Information: Strategic Plan Development Timeline
  - J. Colaianne provided an outline of the timeline for developing the strategic plan.
  - Strategic plan reports to the Board will continue to be presented every six months.
- c. Board Action: Contracts

**Motion by M. Welch Marahar, supported by M. Serio, to approve the presented contracts and agreement**  
**Motion carried**
- d. Board Action: CMHPSM Board Secretary Election
  - R. Pasko volunteered to complete the Board Secretary term through the end of FY2023.
- e. Board Information: Conflict Free Access and Planning Options
  - J. Colaianne provided an overview of the 4 options the state has proposed.
  - J. Colaianne presented a draft resolution that addresses the state's proposed changes.
- f. Board Action: Conflict Free Access and Planning Resolution

Motion by M. Serio, supported by H. Terrill, to approve the **CMHPSM Regional Board of Directors resolution opposing the proposed draft policy models related to conflict free access and planning in the public behavioral health system, with changes as discussed**  
**Motion carried**  
**M. Welch Marahar abstained from the vote**

IX. Reports to the CMHPSM Board

- a. SUD Oversight Policy Board
  - N. Adelman provided an overview of the April OPB meeting. Discussion topics included FY2024 funding, opioid settlement funds, and the PHE/Medicaid changes.
- b. Board Information: CEO Report to the Board
  - J. Colaianne's written report includes updates from staff, regional and state levels. Please see the report in the board packet for details.

X. Questions and Answers with Michigan State Representatives:

Felicia Brabec and Carrie Rheingans

The representatives were unable to attend. Agenda item tabled until August.

XI. Adjournment

**Motion by R. Tillotson, supported by M. Welch Marahar, to adjourn the meeting**

**Motion carried**

**CMHPSM Mission Statement**

*Through effective partnerships, the CMHPSM shall ensure and support the provision of quality integrated care that focuses on improving the health and wellness of people living in our region.*

- Meeting adjourned at 7:42 p.m.

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Rebecca Pasko, CMHPSM Board Secretary

DRAFT

**CMHPSM Mission Statement**

***Through effective partnerships, the CMHPSM shall ensure and support the provision of quality integrated care that focuses on improving the health and wellness of people living in our region.***





# **CEO Report**

## **Community Mental Health Partnership of Southeast Michigan**

**Submitted to the CMHPSM Board of Directors**  
**June 6, 2023 for the June 14, 2023 Meeting**

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### *CMHPSM Update*

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- The CMHPSM held all-staff meetings on April 24, 2023 and May 8, 2023.
- The CMHPSM leadership team continues to meet on a weekly basis on Tuesdays.
- We also held an employee retreat that focused on the three following areas:
  - Mission Vision and Values
  - FY2021-23 Strategic Plan Review
  - FY2024-26 Strategic Plan Input
- We utilized a new web-based software tool for employee input during the retreat which enabled us to do real-time brainstorming, prioritization and other employee submitted information.
- Our first quarterly newsletter was sent out to all CMHPSM e-mail subscribers on June 1. CMHPSM staff submitted information from each of our departments on PHE end changes, grant programming, operations and electronic health record updates. Alyssa Tumolo put together a brand-new newsletter template and we expect this platform to be useful in communicating information to all of our stakeholders. She did a great job! We were previously utilizing the email platform for individual e-mail campaigns on specific topics to providers, and now will add this more general newsletter template. To view our first CMHPSM newsletter issue and/or to sign up to receive any of our email campaigns visit this web-page: <https://www.cmhpsm.org/newsletters>
- In addition to new pages that were added, we transitioned the CMHPSM website to a format that we believe to be more user-friendly, more mobile-device friendly, and more consistent formatting across the entire site. Changes include a new menu system that directs website visitors to pages in a more logical manner based upon the visitor's role: individual seeking services, service provider, or those seeking information on the CMHPSM or our regional policies.  
Take a look around our revamped website here: <https://www.cmhpsm.org/>

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### *COVID-19 Update*

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- We have recently distributed 1,600 COVID-19 test kits that were obtained from MDHHS to SUD treatment providers. We also distributed masks, hand sanitizer, cleaning spray, gloves, and thermometers to SUD treatment providers. We have roughly 900 COVID tests in reserve for any provider requests.

- The federal public health emergency ended on May 11, 2023. Our region worked on implementing the various rule changes that expired related to telehealth allowability (audio/video or audio only). A regional workgroup led by our CIO Michelle Sucharski worked with PCE Systems to implement changes in our electronic health record. Regional staff identified and worked with MDHHS to update an error in the statewide telehealth guide as soon as it was identified.
- The following webpage was created on our CMHPSM regional website related to the end of the public health emergency: <https://www.cmhpsm.org/phe-end>

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### *CMHPSM Staffing Update*

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- The CMHPSM currently has one open position that we are continuing to actively recruiting:
  - SUD Care Navigator
- More information and links to job descriptions and application information can be found here: <https://www.cmhpsm.org/interested-in-employment>

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### *Regional Update*

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- Our regional committees continue to meet using remote meeting technology and expect we will continue to do so until that option is no longer feasible.
- The Regional Operations Committee continues to schedule to meet on a weekly basis.

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### *Statewide Update*

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- PIHP CEO meetings are being held remotely on a monthly basis. Since our last Regional Board meeting, the PIHP CEOs met on May 2, 2023, our June meeting was cancelled due to the CMHAM summer conference.
- The PIHP CEO / MDHHS operations meetings with MDHHS behavioral health leadership staff was held on May 4, 2023. I provide a summary of those meetings to our regional directors at our Regional Operations Committee meetings each month.
- MDHHS re-enrollment processes began in April and May for individuals with a June re-enrollment date. The process will progress through subsequent re-enrollment months over a 12-to-14 month period to not overwhelm the

MDHHS enrollment systems. The following page has been created on our CMHPSM website to provide information on the Medicaid enrollment restart: <https://www.cmhpsm.org/medicaid-enrollment-restart>

- Positive news for FY2023 rates as our PIHP region will receive a higher percentage of the revenue related to DCW during FY2023. Our May rates were adjusted to reflect this change for the entirety of FY2023 and will continue through September 30, 2023. The area adjustment is related to the lower percentage of licensed residential and higher percentage of unlicensed CLS services in the Southeast metro area of Michigan when compared to the rest of the State.

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*Future Update*

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- We are planning to cover the following items at our August 2023 meeting:
  - FY2024-FY2026 Strategic Plan Input
  - Preliminary look at FY2024 CMHPSM Budget
  - Update on FY2018 Deficit Resolution

Respectfully Submitted,



James Colaianne, MPA