

COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN
REGULAR BOARD MEETING
705 N. Zeeb Rd, Ann Arbor, MI
Wednesday, April 12, 2017
6:00 PM



Agenda

	<u>Guide</u>
I. Call to Order	1 min
II. Roll Call	2 min
III. Consideration to Adopt the Agenda as Presented	2 min
IV. Consideration to Approve the Minutes of the 2-8-17 Regular Meeting and Waive the Reading Thereof (Board Action) {Attachment #1}	2 min
V. Audience Participation (5 minutes per participant)	
VI. Old Business	30 min
a. February Finance Report {Attachment #2}	
b. SUD Request for Proposal (RFP)	
VII. New Business	10 min
a. Department of Corrections SUD Contracts	
VIII. PIHP CEO Report to the Board	15 min
a. Report from the SUD Oversight Policy Board (OPB)	
IX. Adjournment	

**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN
REGULAR BOARD MEETING MINUTES
February 8, 2017**



Members Present: Charles Londo, Ralph Tillotson, Sharon Slaton, Lisa Berry-Bobovski, Sandra Libstorff, Barb Cox, Greg Lane, Kent Martinez-Kratz, Judy Ackley

Members Absent: Bob Wilson, Charles Coleman, Martha Bloom

Staff Present: Connie Conklin, Jane Terwilliger, Katherine Szewczuk, Stephannie Weary, Marci Scalera, Lisa Jennings, Trish Cortes, Suzanne Stolz, James Colaianne, Matt McDaniels, Kristen Ora

Others Present:

I. Call to Order
Meeting called to order at 6:00 p.m. by Board Chair Ralph Tillotson

II. Roll Call
J A quorum of members present was confirmed.
J J. Ackley arrived after roll call, at 6:10.
J G. Lane attended by phone until his arrival in person at 6:35.

III. Consideration to Adopt the Agenda as Presented

**Motion by S. Slaton, supported by B. Cox, to approve the agenda
Motion carried**

IV. Consideration to Approve the Minutes of the January 11, 2017 Regular Meeting and Waive the Reading Thereof

**Motion by L. Berry-Bobovski, supported by S. Slaton, to approve the minutes of January 11, 2017 Regular Meeting and waive the reading thereof
Motion carried**

V. Audience Participation
None

VI. Old Business

a. February Finance Report

J S. Stolz presented the report. Discussion followed.
J G. Lane requested a brief memo that outlines the specific challenges with the CHAMPS system, the possible impacts of these challenges, and the state departments that are involved. J. Terwilliger agreed to provide this information.

b. Annual CEO Performance Review Update

J L. Berry-Bobovski provided an update on the CEO evaluation.

Motion by L. Berry-Bobovski, supported by S. Libstorff, to accept CEO J. Terwilliger’s evaluation results for the 2016 objectives, with an overall satisfactory score of 94.4%
Motion carried

-) The CEO Evaluation Committee would like to continue and proposes to put together a revised evaluation system over the next 2 months. The proposed changes will include scoring, an area for comments, and possibly the inclusion of others, in addition to board members.

Motion by S. Slaton, supported by S. Libstorff, to approve the continuation of the CEO Evaluation Committee for the purpose of revising the CEO evaluation process
Motion carried

VII. New Business,

a. Board Action Request

- i. Consideration to approve the amendment to the Hegira contract for SBIRT case manager and peer services at Hope Clinic
- ii. Consideration to approve the amendment to the Home of New Vision Contract for the implementation of a Recovery Community Organization (RCO)
- iii. Consideration to approve the amendment to the Catholic Charities of Southeast Michigan contract for the Enhancement Treatment Services to Pregnant Women program

Motion by J. Ackley, supported by L. Berry-Bobovski to approve all 3 contract amendments listed above (agenda items i, ii, and iii)
Motion carried

Ackley	Y	Libstorff	N
Berry-Bobovski	Y	Londo	Y
Bloom	Absent	Martinez-Kratz	Y
Coleman	Absent	Slaton	Y
Cox	Y	Tillotson	Y
Lane	Y	Wilson	Absent

VIII. PIHP CEO Report to the Board

-) S. Slaton suggested having additional education for board members in such areas as the budget.
-) G. Lane requested more budget education, particularly for the SUD side of the agency.

IX. Adjournment

Motion by G. Lane, supported by K. Martinez-Kratz, to adjourn the meeting

Motion carried

Meeting adjourned at 7:50 p.m.

Barbara Cox, CMHPSM Board Secretary

DRAFT



Financial Highlights
For the Period Ending February 28, 2017

Statement of Revenue and Expenses:

1. Revenue

-) Medicaid Carryforward and Healthy Michigan Plan Carryforward are under budget due to recognition at year end for the closing process for financial reporting status.
-) Autism Medicaid is under budget due to timing. Autism is payment delayed. Payments are five months in arrears.
-) SUD Block Grant and PA2 revenues are under and over budget respectively due to timing of payments. Expenditures are under due to delayed implementation of programs and over budget do to treatment services, these budgets will be amended based on utilization. Expenditures correlate with revenues. PA2 Revenue fund distributions were not made for the 1st quarter of FY17 by the State of Michigan.

2. Expenditures

-) The State of Michigan use tax concluded in December of 2016, budget to be amended based on final taxes calculated.
-) Administrative costs are under budget due to vacant positions.

CMHPSM Strategies:

1. CMHPSM will coordinate with CMHSP's to review current year budgets and actual expenditures, making amendments as needed.
2. A shared decision model will be utilized to monitor and update the fiscal year 2017 budget to be presented to the board for approval for the 2nd Quarter.
3. CMHPSM will trend traditional Medicaid Eligibles and HMP Enrollees from the most current listing to apply the rates and monitor incoming revenues.

Note:

The fiscal year 2016 audit will be presented at the May board meeting.

The region's staff and the State of Michigan continues to communicate in regards to eligibility files and funding reports.

**Community Mental Health Partnership of Southeast Michigan
Statement of Revenues and Expenditures
For the Period Ending February 28, 2017**

	FY17 Original Budget	YTD Actual	YTD Budget	YTD Actual O/(U) Budget
Operating Revenue				
Medicaid Capitation	\$129,070,670	\$54,237,031	\$53,779,446	\$457,586 a
Medicaid Carryforward	7,763,318	3,234,716	3,234,716	- b
Healthy Michigan Plan	12,668,071	5,259,986	5,278,363	(18,377) a
Healthy Michigan Carryforward	2,414,927	1,006,220	1,006,220	- b
Autism	1,661,715	162,989	692,381	(529,393) c
SUD Community Grant	3,767,460	1,569,775	1,569,775	(0)
SUD PA2 - Cobo Tax Revenue	1,806,604	-	752,752	(752,752) d
Local Match	1,577,780	788,890	657,408	-
Other Revenue	253,225	18,170	105,510	(87,340)
Total Revenue	\$160,983,770	\$66,277,776	\$67,076,571	\$(930,277)
Funding For CMHSP Partners				
Lenawee CMHSP	17,898,153	7,457,564	7,457,564	- e
Livingston CMHSP	24,926,088	10,385,870	10,385,870	- e
Monroe CMHSP	26,589,319	11,078,883	11,078,883	- e
Washtenaw CMHSP	67,904,980	28,293,742	28,293,742	- e
Total Funding For CMHSP Partners	\$ 137,318,540	\$ 57,216,058	\$57,216,058	\$ -
Funding For SUD Services				
Lenawee County	1,278,823	485,061	\$532,843	(47,781) f
Livingston County	1,614,420	590,652	672,675	(82,023) f
Monroe County	1,506,177	614,395	627,574	(13,179)
Washtenaw County	4,026,893	2,194,378	1,677,872	516,506 g
Total Funding For SUD Services	\$ 8,426,313	\$ 3,884,488	\$3,510,964	\$373,524
Other Contractual Obligations				
Hospital Rate Adjuster	2,207,816	882,147	\$919,923	(37,776)
USE and HICA Tax	4,949,850	1,774,753	2,062,438	(287,684) h
Local Match	1,577,780	262,963	657,408	-
Total Other Costs	\$8,735,446	\$2,919,864	\$3,639,769	\$(325,459)
CMHPSM Administrative Costs				
Salary & Fringe	2,002,998	704,503	\$834,583	(130,079) i
Administrative Contracts	1,143,352	493,423	476,397	17,027
Board Expense	14,260	25	5,942	(5,917)
All Other Costs	203,135	51,593	84,640	(33,047)
Total Administrative Expense	\$3,363,745	\$1,249,545	\$1,401,560	\$(152,016)
Risk Reserve Provision	\$0		-	-
Contribution to Fund Balance/Carry Forward	\$3,139,726	\$1,308,219	1,308,219	-
Total Expense	\$160,983,770	\$66,578,173	\$67,076,571	\$(103,952)
Revenues over (under) Expenditures	\$ (0)	\$(300,397)		

a - Eligibles and trending to be reviewed, 2nd quarter budget amends will be presented.

b - Actual recognition will occur at year end corresponding to expenditures and close out with MDHHS. Accruals were applied to represent the planned use of savings from FY16 in FY7.

c - Timing difference, Autism benefit receipts delayed.

d - PA2 first quarter distribution was not made by the Michigan Department of Treasury.

e - Funding of partners is on a cash basis, these amount do not reflect the partners projected use of fund sources

f - SUD expenses are under budget, Projects awarded for engagement centers have not been fully implemented.

g - Treatment services over budget, primarily HMP, budgets to be amended in 2nd quarter

h - The State of Michigan use tax will conclude in December of 2016, budget to be amended.

i - Administrative expenses under budget due to vacant positions through the year.