

# OVERSIGHT POLICY BOARD

Teleconference Meeting  
Thursday, June 24, 2021  
9:30 a.m. – 11:30 a.m.



## Join by Phone:

1-312-626-6799; 1-646-876-9923; or  
1-346-248-7799

**Meeting ID: 133 461 219**

## Join by Computer:

<https://us02web.zoom.us/j/133461219>

**Passcode: 513544**

## Agenda

1. Introductions & Welcome Board Members– 5 minutes
2. Approval of Agenda (**Board Action**) – 2 minutes
3. Approval of April 22, 2021 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. FY21/FY22 Block Grant Update (Discussion) – 30 minutes
  - c. Open Meetings Act (Discussion) – 5 minutes
6. New Business
  - a. Behavioral Health Re-Design (Discussion) – 20 minutes
7. Report from Regional Board (Discussion) {Att. #3} – 10 minutes
8. SUD Director Updates (Discussion) – 10 minutes
  - a. CEO Update {Att. #4}
  - b. Staffing Update
  - c. OHH program
  - d. Veterans Navigator program update
  - e. ASAM Continuum Tool update
  - f. Website updates
  - g. Back to office plans
9. Adjournment (**Board Action**)

**\*Next meeting: Thursday, July 22, 2021**

**Location TBD: Zoom or 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."*

**Lenawee-Livingston-Monroe-Washtenaw  
Oversight Policy Board Minutes  
April 22, 2021  
Meeting held electronically via Zoom software**

Members Present: Mark Cochran (Monroe County, MI), Kim Comerzan (Monroe County, MI),  
(physical location) Amy Fullerton (Lenawee County, MI), Ricky Jefferson (Ypsilanti  
Township, MI), John Lapham (Lenawee County, MI), Frank Nagle  
(Lenawee County, MI), Dave Oblak (Ann Arbor, MI), Dave O'Dell (Monroe  
County, MI), Carol Reader (Livingston County, MI), Ralph Tillotson  
(Lenawee County, MI), Monique Uzelac (Ann Arbor, MI), Tom Waldecker  
(Ann Arbor, MI)

Members Absent: Susan Longsworth, Molly Welch Marahar, Dianne McCormick

Guests:

Staff Present: Stephannie Weary, James Colaianne, Nicole Adelman, Matt Berg, CJ  
Witherow, Alyssa Tumolo, Rebecca DuBois, Jane Goerge, Dana Darrow,  
Jackie Bradley (Lenawee)

Board Chair M. Cochran called the meeting to order at 9:32 a.m.

1. Introductions
2. Approval of the Agenda  
**Motion by R. Tillotson, supported by D. O'Dell, to approve the agenda**  
**Motion carried**  
Voice vote, no nays
3. Approval of the March 25, 2021 Oversight Policy Board minutes  
**Motion by T. Waldecker, supported by M. Uzelac, to approve the March 25, 2021 OPB minutes**  
**Motion carried**  
Voice vote, no nays
4. Audience Participation
  - None
5. Old Business
  - a. Finance Report
    - M. Berg presented.
    - Currently, expenditures are higher than revenue, which will pose a problem in the future because of the limited amount of available PA2.
  - b. FY21 PA2/Block Grant/SOR Update
    - The region will receive additional supplemental COVID- related Block Grant. Of the \$916k that will be received, the amount allocated to each category is known (Prevention, Treatment, Admin., Women's Specialty), but not what the programs are within those categories that will be allowed.
    - N. Adelman will provide an update as soon as the state provides more information.
  - c. Bylaws Update
    - The Regional Board approved the bylaws as recommended by the OPB.
  - d. Open Meetings Act
    - Because Washtenaw County has an emergency order that goes through the end of the year, OPB will be able to meet remotely until the end of the year. The order does not prohibit in-person meetings, assuming proper social distancing.

- Some OPB members expressed the preference to continue to meet remotely for as long as possible. OPB will evaluate the meeting venue (online vs. in-person) on a month-by-month basis.
6. New Business
    - a. State Opioid Response (SOR) Report
      - A. Tumolo and R. DuBois provided an overview of SOR programming and the gambling prevention grant.
      - The number of calls to the helpline from our region quarterly were requested.
  7. Report from Regional Board
    - J. Colaianne and R. Tillotson provided an update.
  8. SUD Director Updates
    - a. Veterans Navigator program update
      - The state is taking a closer look at veterans who enter our system and how they're being referred into services across the state.
    - b. ASAM Continuum Tool update
      - As of 10/1/21 all providers across the state will be required to use the tool.
    - c. Direct Care Worker trainings
      - The region is in the planning stages for providing self-care and secondary trauma for direct care workers. If anyone has any resources, please let Nicole know.
    - d. Website updates
      - The PIHP's web site is currently undergoing updates to make it more accessible and mobile-friendly.
    - e. Back to office plans
      - The PIHP is following the state's guidelines. June 7 is the current return date for staff at partial capacity.
  9. Adjournment

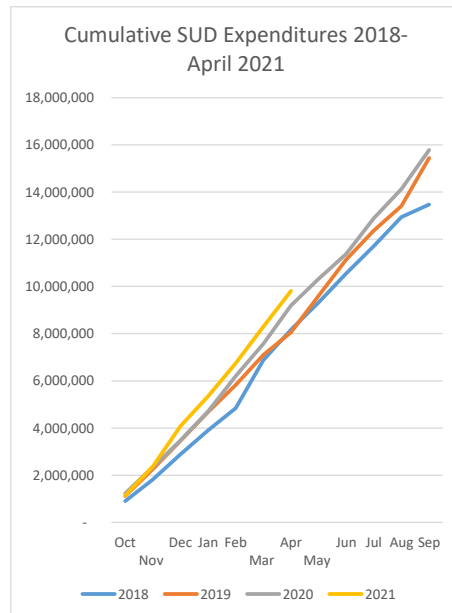
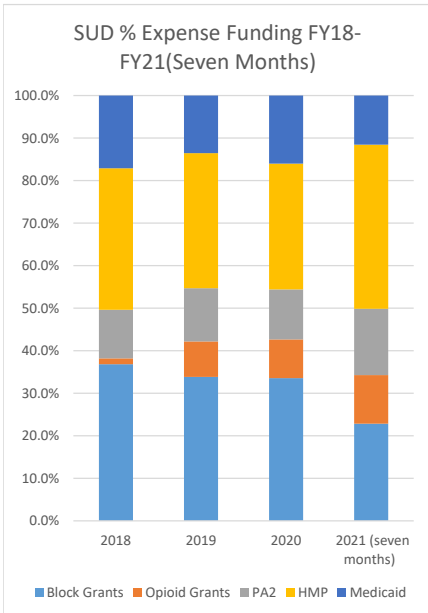
**Motion by R. Tillotson, supported by D. O'Dell, to adjourn the meeting**  
**Motion carried**  
Voice vote, no nays

    - Meeting adjourned at 10:30 a.m.

**Next meeting: May 27, 2021**  
**Location: Zoom**

Community Mental Health Partnership Of Southeast Michigan  
SUD SUMMARY OF REVENUE AND EXPENSE BY FUND  
 April 2021 Preliminary FYTD

Summary Of Revenue & Expense	Funding Source						Total Funding Sources	FY20 YTD
	Medicaid	Healthy Michigan	SUD - CBG/WSS	SUD - SOR/SOR II	Gambling Prev	SUD-PA2		
<b>Revenues</b>								
Funding From MDHHS	2,015,733	5,123,787	2,257,458	1,314,415	32,376		\$ 10,743,768	\$ 9,609,166
PA2/COBO Tax Funding Current Year						658,840	\$ 658,840	\$ 1,075,726
PA2/COBO Reserve Utilization	-	-	-	-	-	831,397	\$ 831,397	\$ (308,126)
Other	-	-	-	-	-		\$ -	
<b>Total Revenues</b>	<b>\$ 2,015,733</b>	<b>\$ 5,123,787</b>	<b>\$ 2,257,458</b>	<b>\$ 1,314,415</b>	<b>\$ 32,376</b>	<b>\$ 1,490,237</b>	<b>\$ 12,234,005</b>	<b>\$ 10,376,766</b>
<b>Expenses</b>								
<u>Funding for County SUD Programs</u>								
CMHPSM				1,031,312	32,376		1,063,687	1,019,098
Lenawee	228,238	599,126	174,509			298,463	1,300,336	1,317,003
Livingston	128,263	432,047	493,357			178,687	1,232,354	1,339,949
Monroe	257,438	626,972	534,485			302,284	1,721,179	1,713,674
Washtenaw	428,438	1,826,004	800,032			630,337	3,684,812	4,054,452
<b>Total SUD Expenses</b>	<b>\$ 1,042,378</b>	<b>\$ 3,484,149</b>	<b>\$ 2,002,382</b>	<b>\$ 1,031,312</b>	<b>\$ 32,376</b>	<b>\$ 1,409,772</b>	<b>\$ 9,002,369</b>	<b>\$ 9,444,176</b>
Administrative Cost Allocation	125,696	320,666	255,075			-	\$ 701,437	\$ 390,537
<b>Total Expenses</b>	<b>\$ 1,168,074</b>	<b>\$ 3,804,815</b>	<b>\$ 2,257,457</b>	<b>\$ 1,031,312</b>	<b>\$ 32,376</b>	<b>\$ 1,409,772</b>	<b>\$ 9,703,806</b>	<b>\$ 9,834,713</b>
<b>Revenues Over/(Under) Expenses</b>	<b>\$ 847,659</b>	<b>\$ 1,318,972</b>	<b>\$ 0</b>	<b>\$ 283,103</b>	<b>\$ 0</b>	<b>\$ 80,465</b>	<b>\$ 2,530,199</b>	<b>\$ 542,053</b>



Current fiscal year utilization of PA2				FY 19 Over/(Under) Expenses
PA2 by County	Revenues	Expenditures	Revenues Over/(Under) Expenses	
Lenawee	53,865	298,463	(244,599)	5,379
Livingston	166,627	178,687	(12,060)	216,161
Monroe	121,167	302,284	(181,117)	28,147
Washtenaw	317,182	630,337	(313,155)	58,439
<b>Totals</b>	<b>\$ 658,840</b>	<b>\$ 1,409,772</b>	<b>\$ (750,932)</b>	<b>\$ 308,126</b>
<b>Unallocated PA2</b>				
	<u>FY 21 Beginning Balance</u>	<u>FY21 Projected Utilization</u>	<u>FY21 Projected Ending Balance</u>	
Lenawee	723,718	(467,239)	256,479	
Livingston	3,647,264	(425,467)	3,221,797	
Monroe	428,945	(260,491)	168,454	
Washtenaw	2,039,452	(1,139,491)	899,961	
<b>Total</b>	<b>\$ 6,839,379</b>	<b>\$ (2,292,688)</b>	<b>\$ 4,546,691</b>	

**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN  
REGULAR BOARD MEETING MINUTES**

**June 9, 2021**

**\*Meeting held electronically via Zoom**



**Members Present:** Judy Ackley (Ann Arbor, MI), Greg Adams (Adrian, MI), Susan Fortney (Petersburg, MI), Roxanne Garber (Howell, MI), Sandra Libstorff (Monroe, MI), Molly Welch Marahar (Ann Arbor, MI), Mary Serio (Howell, MI), Sharon Slaton (Brighton Township, MI), Ralph Tillotson (Adrian, MI)  
(physical location)

**Members Absent:** Bob King, Caroline Richardson, Katie Scott

**Staff Present:** Kathryn Szewczuk, Stephannie Weary, James Colaianne, CJ Witherow, Matt Berg, Nicole Adelman, Lisa Jennings, Connie Conklin, Michelle Sucharski, Nicole Adelman, Trish Cortes

**Others Present:**

- I. Call to Order  
Meeting called to order at 6:01 p.m. by Board Chair S. Slaton.
- II. Roll Call
  - An electronic quorum of members present was confirmed.
- III. Consideration to Adopt the Agenda as Presented  
**Motion by R. Tillotson, supported by S. Fortney, to approve the agenda as amended**  
**Motion carried**  
Voice vote, no nays
  - Multi-Year Deficit Elimination Plan added to New Business
- IV. Consideration to Approve the Minutes of the May 12, 2021 Regular Meeting and Waive the Reading Thereof  
**Motion by R. Garber, supported by J. Ackley, to approve the minutes of the May 12, 2021 regular meeting and waive the reading thereof**  
**Motion carried**  
Voice vote, no nays
- V. Audience Participation  
None
- VI. Old Business
  - a. June Finance Report – FY2021 as of April 30th
    - M. Berg presented.
    - The Board requested to see PA2 balance information in future finance reports.
- VII. New Business
  - a. Board Action – Provider Stabilization Funding Request

**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.*

**Motion by R. Garber, supported by M. Welch Marahar, to approve the proposed provider stabilization passthrough request**

**Motion carried**

Vote

Yes: Ackley, Adams, Fortney, Garber, Libstorff, Welch Marahar, Serio, Slaton, Tillotson

No:

Absent: King, Richardson, Scott

b. FY20 Deficit Elimination Plan

**Motion R. Garber, supported by G. Adams, to authorize Board Secretary J. Ackley to sign the Resolution and Multi-Year Deficit Elimination Plan as presented for submission to the Department of the Treasury**

**Motion carried**

Vote

Yes: Ackley, Adams, Fortney, Garber, Libstorff, Welch Marahar, Serio, Slaton, Tillotson

No:

Absent: King, Richardson, Scott

VIII. Reports to the CMHPSM Board

a. Report from the SUD Oversight Policy Board (OPB)

- OPB did not meet last month. Staff will send the OPB finance report to the Regional Board.

b. CEO Report to the Board

- J. Colaianne presented the CEO Report, which included updates from the CMHPSM, Region, and State.

IX. Adjournment

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

**Motion carried**

Voice vote, no nays

Meeting adjourned at 6:42 p.m.

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Judy Ackley, CMHPSM Board Secretary



# **CEO Report**

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

**Submitted to the CMHPSM Board of Directors**  
**June 2, 2021 for the June 9, 2021 Meeting**

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### CMHPSM Update

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- Our most recent CMHPSM all staff meeting was held on May 10, 2021. The CMHPSM leadership team is continuing to meet on a weekly basis while we are working remotely.
- Staff are continuing the redesign of the CMHPSM website and will begin an effort on standardizing formatting and design across our web presence. One of the recent changes was the combination of our Board of Directors webpages into a single webpage: <https://www.cmhpsm.org/boardinformation>
- The CMHPSM began utilizing an email campaign software solution in April, we have sent out numerous campaigns and are hoping to build a larger mailing list and more effectively communicate with stakeholders. Anyone interested in targeted communications can sign up with their email and contact information here:  
[Direct link to sign up form](#) or on our home page: <https://www.cmhpsm.org/>

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### COVID-19 Update

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- The CMHPSM office continues to be closed to the public and has had limited essential staff visiting the office to take care of work that can only be done while on site. Our leadership team continues to review guidance from the State, we have returned to the limited capacity orange phase of our re-opening plan. The most recent version of the re-opening plan is continually shared with staff as it is updated.
- We anticipate an update to the office re-opening plan next month after recent guidance has evolved. We are scheduled to discuss the revisions at our June 7, 2021 leadership meeting.
- We conducted an anonymous staff survey in May which indicated that only 9% of staff (2 staff) are not planning on receiving a COVID-19 vaccine. We plan on re-surveying again in June to assist in revising the re-opening and infection control plan.





## Re-Opening Plan Phases as of May 3, 2021

Phase:	Essential Only Capacity	Limited Capacity	Reduced Capacity	Full Capacity
Office:	Office Closed	Limited Office Attendance and Office Closed to Public	50% Capacity – 75% Capacity and Office Closed to Public	100% Capacity – Office Open to Public
Projected Date Range for Phase:	11/18/2020 – 1/17/2021 (Projected)	1/18/2021 (Projected) – 7/5/2021 (Projected)	7/6/2021 (Projected) – 9/30/2021 (Projected)	10/1/2021 (Projected)
Current Phase:		<b>X</b>		

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### *CMHPSM Staffing Update*

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- The CMHPSM currently has no open positions.

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### *Regional Update*

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- The CMHPSM continues to update our general COVID-19 resources and information web presence: <https://www.cmhpsm.org/covid19>
- We have also established a webpage for provider information related to service delivery changes during this pandemic: <https://www.cmhpsm.org/covid19provider>
- Individuals receiving Behavioral Health and/or Substance Use Disorder services can access targeted information at the following webpage: <https://www.cmhpsm.org/covid19consumers>
- Our regional committees continue to meet using remote meeting technology, the Regional Operations Committee will work with our committees to determine best practices moving forward related to in-person versus remote regional committee meetings.
- The Regional Operations Committee continues to meet on at least a weekly basis. The remote meetings are allowing our region to share best practices while obtaining a regional picture of our COVID-19 pandemic response.

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### *Statewide Update*

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- The CMHPSM submitted our regional provider network stabilization status update for May 2021. We will continue to work with the regional CMHSPs to maintain provider network stability. There has been an increase in turnover from providers and many reports of staffing struggles from providers to our Network Management committee. The region has proposed a \$1.5 million stabilization request for Board review at the June Regional Board meeting. Reports will continue to be submitted to MDHHS on the last day of each month through at minimum our fiscal year 2021 (September 30, 2021). Our region continues to meet regionally and advocate with all stakeholders on the necessity of provider stability to the health and safety of our individuals.
- MDHHS Director Elizabeth Hertel sent a thank you letter to the public behavioral health system and our provider network. The CMHPSM passed this note along to stakeholders and posted the letter on our website: [Link to Letter](#)
- Governor Whitmer issued the linked proclamation recognizing the week of May 25 through May 31, 2021 as Behavioral Health Workers week in the State of Michigan: [Link to Proclamation](#). The CMHPSM shared this information with our general information mailing list, on our website and on social media.
- The PIHP has been represented at weekly meetings with BHDDA related to COVID-19 pandemic responses that began in mid-March 2020. These meetings have been helpful in ascertaining the MDHHS response to COVID-19 and to provide our region's input to BHDDA.
- PIHP CEO meetings are meeting remotely on a monthly basis. We last met on May 5, 2021 and our next meeting is scheduled for June 2, 2021.
- The most recent PIHP CEO / MDHHS operations meeting occurred on May 6, 2021 with BHDDA staff, our next meeting is scheduled for June 3, 2021. Included in the meetings are updates on the various emergency waivers and MDHHS COVID funding that impact our service delivery systems, funding, and requirements. I provide a summary of those meetings to our regional directors at our Regional Operations Committee meetings each month.

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### *Future Business*

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- The CMHPSM is planning on developing a survey related to the PIHP's communications, functions and supports to be completed by the partner CMHSPs. The goal will be to utilize the results of the survey to better focus our internal resources and improve communication across the region. It is important that the PIHP is communicating effectively across all areas.
- We have begun to start meetings related to Certified Community Behavioral Health Clinic (CCBHC) re-implementation in Washtenaw. We are working

closely with Washtenaw CMH and MDHHS on this project. The PIHP is working with Washtenaw CMH to determine where CCBHC administrative functions can most efficiently be managed.

- The SUD team is working on implementing the Opioid Health Home (OHH) project in Washtenaw, with a projected October 1, 2021 start date.
- Any potential additional staffing related to these projects would necessitate Board approval per Board Governance policies.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "James Colaianne", is positioned above the typed name.

James Colaianne, MPA