

# OVERSIGHT POLICY BOARD

## Regular Board Meeting

Patrick Barrie Conference Room

3005 Boardwalk Drive, Suite 200

Ann Arbor, MI

Thursday, April 25, 2024

9:30 a.m. – 11:30 a.m.



### To join by telephone:

1-616-272-5542

Meeting ID: 702 296 362#

### To join by computer via Teams:

[Click here to join the meeting](#)

Meeting ID: 216 349 272 769, Passcode: x7AXhe

## Agenda

1. Introductions, Welcome Board Members - 5 minutes
2. Approval of Agenda (**Board Action**) – 2 minutes
3. Approval of February 22, 2024, 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 – (Discussion) – 10 minutes
6. New Business
  - a. June Meeting Special Election – (Discussion) – 15 minutes
  - b. June meeting FY25 RFP PA2 funding decisions (Board Discussion) – 10 minutes
  - c. PA2 Request – {Att.#3} (**Board Action**) – 10 minutes
  - d. Priority Population Update – {Att.#4} (Discussion) – 15 minutes
7. Report from Regional Board {Att. #5} (Discussion) – 5 minutes
8. SUS Director Updates (Discussion) – 10 minutes
  - a. CEO Update {Att. #6}
  - b. Strategic Planning
  - c. Staffing
  - d. ASAM Criteria 4<sup>th</sup> Edition
  - e. Updating Policies
9. Adjournment (**Board Action**)

**\*Next meeting: June 27, 2024**

**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**  
**February 22, 2024**  
**Patrick Barrie Conference Room**  
**3005 Boardwalk Drive, Suite 200**  
**Ann Arbor, MI 48108**

Members Present: Mark Cochran, Jamie Dean, Susan Longworth, Dave Oblak, Dave O'Dell, David Stimpson, Ralph Tillotson, Monique Uzelac, Tom Waldecker

Members Absent: Amy Fullerton, Annette Gontarski, Ricky Jefferson, Molly Welch Marahar, Frank Sample

Guests: None

Staff Present: Stephannie Weary, James Colaianne, Nicole Adelman, Matt Berg, Danielle Brunk, Alyssa Tumolo, James Luckey, Michelle Sucharski

Board Chair S. Longworth called the meeting to order at 9:31 a.m.

1. Introductions
2. Approval of the Agenda  
**Motion by R. Tillotson, supported by M. Cochran, to approve the agenda**  
**Motion carried**
3. Approval of the December 14, 2023 Oversight Policy Board minutes  
**Motion by T. Waldecker, supported by D. O'Dell, to approve the December 14, 2023 OPB minutes**  
**Motion carried**
4. Audience Participation
  - a. None
5. Old Business
  - a. Finance Report
    - M. Berg presented. Discussion followed.
    - HMP enrollment rate is dropping.
  - b. FY24 Funding Update
    - The Regional Board approved 5 new programs at their meeting last week.
    - The PIHP is providing 7 trainings on trauma, with 40 people at each training, on average
    - The COVID Block Grant ends on 3/14. OPB approved continuing programs through the year with PA2 funds, but MDHHS approved ARPA funds. All related programs were able to continue through the fiscal year.
6. New Business
  - a. Updated Policies
    1. Communicable Disease
    2. Media Campaigns  
**Motion by M. Cochran, supported by M. Uzelac, to approve both policies**  
**Motion carried**
  - b. PA2 Mini Grant Request

- ProMedica Monroe Regional Outpatient Behavioral Health is requesting retroactive funds for a wellness event that has already happened.
- Both J. Dean and D. O'Dell both attended the event and thought it was a good event.

**Motion carried**

**Motion by M. Cochran, supported by M. Dean, to approve, the mini grant as requested by ProMedica Monroe Regional Outpatient Behavioral Health**

Motion carried

Roll Call Vote

Yes: Cochran, Dean, Longsworth, Oblak, O'Dell, Stimpson, Tillotson, Uzelac, Waldecker

No:

Absent: Fullerton, Gontarski, Jefferson, Welch Marahar, Sample

c. FY25 RFP Update and Timeline

- The final RFP timeline is still in development. The RFP will be released on April 1. Four RFPs will be released: three for Prevention (Evidence Based Programs; Coalitions; Designated Youth Tobacco Representative), one for Strategic Initiatives (for all other funding related to services and the strategic plan that don't fit into the Prevention RFPs).
- The RFP will be due in May, then brought to OPB in June for PA2 approval. The next step will be Regional Board preliminary approval in August, and final approval with the CMHPSM budget approval at the Regional Board meeting in September.
- The RFPs will be posted on the PIHP web site and on MITN and will be sent to provider lists widely.
- RFP does require measurable outcomes.
- Tentative training date for scorers: mid – April.
- Volunteer scorers:
  - M. Cochran
  - Dave Oblak volunteered and noted that training is very important for this process.
  - S. Longsworth
  - D. O'Dell
  - M. Uzelac
  - J. Dean, depending on the date of the training.
- OPB would also like to know how RFP applicants have performed in the past as part of the review process, was the entire amount that was granted in previous fiscal years spent, what the outcomes were, etc.

d. It Is Possible Media Campaign

- D. Brunk presented.
- Supplies can be ordered online.
- N. Adelman will provide links to OPB in a follow up email.

7. Report from Regional Board

- The Regional Board met in December and February.
- 5 Substance Use contracts were approved in February.

8. SUD Director Updates

a. CEO Update

- J. Colaianne's written report includes updates from staff, regional and state levels. Please see the report in the board packet for details.

b. Opioid Settlement Funds

- N. Adelman is newly appointed to the Washtenaw steering committee for the opioid settlement funds by the Washtenaw County Board of Commissioners. The Washtenaw County Health Department is taking the lead.
- Monroe County has been active with the settlement funds.
- c. Recovery Friendly Workplace
  - CMHPSM is looking into becoming a recovery friendly workplace.
- d. Recovery Incentives Pilot
  - The state issued a non-competitive RFA, non-competitive for evidence-based programs, contingency management, for treatment. Six providers in the region have opted in (Home of New Vision, Livingston County Catholic Charities, , McCullough Vargas, Key Development and Salvation Army Harbor Light). The funding would start in FY25.
- e. HB 5178 (Syringe Service Programs); HB 5179 (Fentanyl Test Strips); HB 5077 and HB 5078 (Naloxone Distribution)
  - The Statewide SUD directors group decided as a group to support these bills.
  - Fentanyl test strips are currently considered drug paraphernalia. The naloxone bill would provide protection for people who administer it.

**Motion by D. Stimpson, supported by M. Cochran, to sign the card supporting House Bills 5178, 5179, 5077, and 5078, and to ensure that each representative for each of the districts receives the card**

**Motion carried**

9. Adjournment (**Board Action**)

**Motion by D. Stimpson, supported by D. O'Dell, to adjourn the meeting**  
**Motion carried**

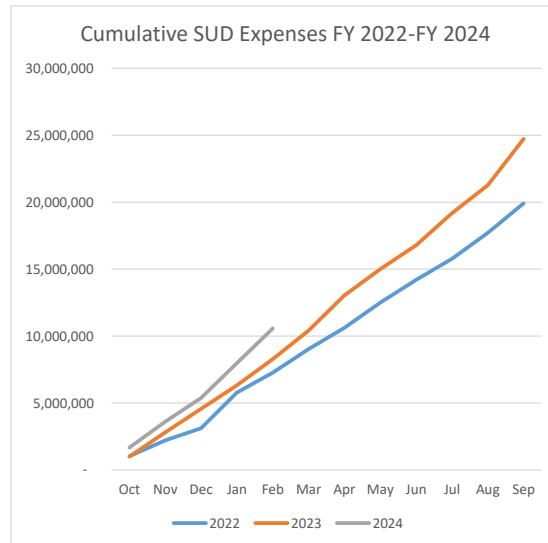
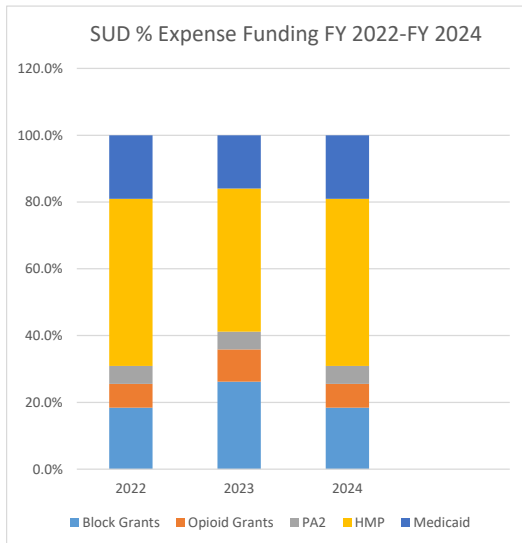
- The meeting was adjourned at 10:46 a.m.

**\*Next meeting: Thursday, April 25, 2024**

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

**Community Mental Health Partnership Of Southeast Michigan  
SUS SUMMARY OF REVENUE AND EXPENSE BY FUND  
February 2024 FYTD**

Summary Of Revenue & Expense	Funding Source					Total Funding Sources
	Medicaid	Healthy Michigan	All Grants	OHH	SUD-PA2	
<b>Revenues</b>						
Funding From MDHHS	1,759,491	3,842,490	3,618,755	276,640		\$ 9,497,376
PA2/COBO Tax Funding Current Year					213,552	\$ 213,552
PA2/COBO Reserve Utilization						\$ -
Other (lapse to state)				(1)		\$ (1)
<b>Total Revenues</b>	<b>\$ 1,759,491</b>	<b>\$ 3,842,490</b>	<b>\$ 3,618,755</b>	<b>\$ 276,639</b>	<b>\$ 213,552</b>	<b>\$ 9,710,927</b>
<b>Expenses</b>						
<u>Funding for County SUD Programs</u>						
CMHPSM			\$ 225,810	\$ 122,182		347,992
Lenawee	179,330	470,745	323,206			973,281
Livingston	100,780	339,465	242,086		390,174	1,072,505
Monroe	413,133	1,922,498	1,152,254		76,656	3,564,541
Washtenaw	677,881	1,631,073	1,675,399		252,632	4,236,985
<b>Total SUD Expenses</b>	<b>\$ 1,371,124</b>	<b>\$ 4,363,781</b>	<b>\$ 3,618,755</b>	<b>\$ 122,182</b>	<b>\$ 719,462</b>	<b>\$ 10,195,304</b>
Administrative Cost Allocation	88,598	193,560		34,301	-	\$ 316,459
<b>Total Expenses</b>	<b>1,459,722</b>	<b>4,557,341</b>	<b>\$ 3,618,755</b>	<b>\$ 156,483</b>	<b>\$ 719,462</b>	<b>\$ 10,511,763</b>
<b>Revenues Over/(Under) Expenses</b>	<b>299,769</b>	<b>(714,851)</b>	<b>-</b>	<b>120,156</b>	<b>(505,910)</b>	<b>\$ (800,836)</b>



<b>FY 2024 PA2 Activity</b>			
	Budgeted Revenues	YTD Expenditures	Revenues Over/(Under) Expenses
<u>PA2 by County</u>			
Lenawee	181,183	-	75,572
Livingston	549,309	390,174	159,135
Monroe	410,197	76,656	245,237
Washtenaw	1,088,953	252,632	532,191
<b>Totals</b>	<b>\$ 2,229,642</b>	<b>\$ 1,391,632</b>	<b>\$ 1,012,136</b>
<u>FY 24 PA2 Activity Summary</u>			
	FY 24 Beginning Balance	FY24 Budgeted Utilization	FY24 Projected Ending Balance
Unallocated PA2	154,457		154,457
Admin	382,595	121,474	504,069
Lenawee	3,230,879	1,106,280	4,337,159
Livingston	486,665	246,611	733,276
Monroe	1,661,897	663,272	2,325,169
Washtenaw			
<b>Total</b>	<b>\$ 5,916,493</b>	<b>\$ 2,137,637</b>	<b>\$ 7,899,673</b>



## Regional Board Action Request

Board Meeting Date: April 25, 2024

Action Requested: Approval for the use of \$2,600 of PA2 (interest) funds from across counties to support Home of New Vision’s Connecticut Community for Addiction Recovery (CCAR) training and Stand with Trans training for the region to occur in June or July.

Background: Home of New Vision is scheduling two trainings to support providers across the region. The first is a CCAR training for peer recovery coaches. This certification is required by many fund sources for peers to work in programs. This is a five day in person training and the request is for \$2,500 for food. The second training is for regional substance use service providers and is facilitated by Stand for Trans and Michigan Organization for Adolescent Sexual Health (MOASH). This is a 3.5 hour training and coffee/breakfast/snacks are requested for \$100.

Recommend: Approval



# SUD TREATMENT PRIORITY POPULATIONS

OPB Presentation  
April 2024

## PRIORITY POPULATIONS

Population	Screening and Referral	Admission
Pregnant injecting drug users	Within 24 hrs	Withdrawal Management, Methadone or Residential – offered within 24 business hrs. Other Levels of Care – Offer within 48 business hrs.
Pregnant	Within 24 hrs	Withdrawal Management, Methadone or Residential – offered within 24 business hrs. Other Levels of Care – Offer within 48 business hrs.
Injecting drug users	Within 24 hrs	Offer within 14 days
Parent at risk of losing their child(ren) due to substance use	Within 24 hrs	Offer within 14 days
Individual Referred by MDOC	Within 24 hrs	Offer within 14 days



## PROCESS

- SUD Care Navigator
  - .5 FTE Priority Populations
  - .5 FTE Utilization Management
- Split Role
- After Access screening and referral, supports Access staff, provider and individual needing services to facilitate timely admission.

## FY24 DATA YEAR TO DATE

- 262 individuals served by SUD Care Navigators
- 240 (92%) confirmed admissions
- 183 (76%) admitted within the appropriate time frame

## CHALLENGES AND SUCCESSES

- Challenges:
  - lack of reliable contact information for individuals served
  - transportation
  - limited number of available beds
  - childcare
  - limited staffing
  - MDOC paperwork/overstating referrals
  
- Successes:
  - positive response from providers on support provided
  - warm hands off
  - providers are getting updates/admissions into CRCT in a timely manner,
  - comments from consumers noting they feel more empowered and supported during intake process

**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN  
REGULAR BOARD MEETING MINUTES  
April 10, 2024**

**Members Present for In-Person Quorum:** Judy Ackley, Rebecca Curley, LaMar Frederick, Bob King, Molly Welch Marahar, Rebecca Pasko, Mary Serio, Holly Terrill

**Members Not Present For In-Person Quorum:** Patrick Bridge, Mary Pizzimenti, Alfreda Rooks, Annie Somerville, Ralph Tillotson

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

**Guests Present:** Derek Miler

- I. Call to Order  
Meeting called to order at 6:02 p.m. by Board Chair Bob King.
- II. Roll Call
  - Quorum confirmed.
- III. Consideration to Adopt the Agenda as Presented  
**Motion by M. Welch Marahar, supported by H. Terrill, to approve the agenda**  
**Motion carried**
- IV. Consideration to Approve the Minutes of the February 14, 2024 Meeting and Waive the Reading Thereof  
**Motion by M. Welch Marahar, supported by M. Serio, to approve the minutes of the 02/14/2024 meeting and waive the reading thereof**  
**Motion carried**
- V. Audience Participation  
None
- VI. Guest Presentation
  - a. FY2023 Financial Audit Presentation – Roslund, Prestage & Co.
    - The annual audit results summary was presented by Derek Miller.
    - Per D. Miller, there were no issues or concerns found.
    - The line item for the Board Per Diem may be miscoded. M. Berg will research and correct as needed.
- VII. Old Business
  - a. Board Information: Finance Report through February 29, 2024
    - M. Berg presented.
  - b. Board Information: CEO Performance Review
    - The CEO Performance Review Committee met before the board meeting.
    - M. Serio provided an overview of the responses to each question.

**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.***

- The committee would like the board to consider a better structure for the goals in order to reflect what James is doing.
- New CEO goals will be presented at the June board meeting.

VIII. New Business

a. Board Action: FY2018-19 Deficit Resolution

**Motion by M. Welch Marahar, supported by M. Serio, to approve the utilization of \$2,376,421 of FY2020 and FY2021 Performance Based Incentive Pool (PBIP) funding to utilize towards deficit repayment as originally reported prior to the MDHHS one-time exception approval**

**Motion carried**

Roll Call Vote

Yes: Ackley, Curley, Frederick, King, Welch Marahar, Pasko, Serio, Terrill,

No:

Not present for in-person vote: Bridge, Pizzimenti, Rooks, Somerville, Tillotson

b. Board Action: Proposed FY2024 Budget Revision

**Motion by M. Welch Marahar, supported by L. Frederick, to approve the included revisions to the FY2024 CMHPSM operating budget**

**Motion carried**

Roll Call Vote

Yes: Ackley, Curley, Frederick, King, Welch Marahar, Pasko, Serio, Terrill,

No:

Not present for in-person vote: Bridge, Pizzimenti, Rooks, Somerville, Tillotson

c. Board Review: Annual Bylaws and Board Governance Review

- There were no updates to the policies that were recommended for renewal (agenda items i – vii) and no action was needed by the board.

**Recommend Renewal**

- Board Governance Manual
- CMHPSM Organizational Bylaws
- CMHPSM CEO Authority – Employee Position Control and Compensation
- CMHPSM CEO General Scope of Authority
- Conflict of Interest Policy
- Investing
- Procurement

**Recommend Potential Updates / Further Review in June 2024**

- Financial Stability & Risk Reserve Management
- (Internal Procedure to Governance Policy) Business Expense Reimbursement

IX. Reports to the CMHPSM Board

a. Board Information: FY2024-26 Strategic Plan Report

- J. Colaianne provided an update on the Strategic Plan.

b. Board Information: SUD Oversight Policy Board

- The most recent OPB meeting was in February.
- Some of meeting actions:
  - PA2 mini grant awarded
  - OPB discussed the RFP release, which happened this week.
  - 2 policies were approved.
  - The It Is Possible campaign was reviewed.

**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.*

- c. 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.

### **Monroe Update**

- L. Graham provided an overview of Monroe’s \$3.6 million total deficit for FY23. Inpatient hospitalization and specialized residential were the 2 high cost services. L. Graham indicated that she had reported a \$2 million deficit in the fall of 2023, and the final FY2023 deficit amount was calculated at the end of February 2024 and reported to ROC and the PIHP. Monroe is currently showing a Medicaid surplus for FY2024, and L. Graham is confident that the surplus will continue.
- The Incurred But Not Reported (IBNR) report was not included in forecasting before but is now built into Monroe’s financial monitoring process.
- J. Ackley expressed concern with how long it took for Monroe to realize they were going into this deficit.
- L. Graham believes they have the processes in place now to identify any issues sooner.
- B. King questioned the confidence level of the PIHP CEO in the financial status of Monroe for FY2024.
- J. Colaianne provided some additional information on processes related to CMH financial status reporting and that the Regional Financial Stability & Risk Reserve policy will be under review prior to the June board of directors meeting.
- M. Serio asked for clarification on the length of the financial consultant contract in Monroe.
- L. Graham advised that she would like to eventually hire her own CFO, but it’s very difficult to find the talent. She and the board will continue to evaluate on an annual basis. Currently, there is a 5-year contract with Rehman Robson for CFO service, but there is an early exit clause if Monroe decides to hire a CFO.

### X. Adjournment

**Motion by M. Welch Marahar, supported by J. Ackley, to adjourn the meeting**

**Motion carried**

- The meeting was adjourned at 7:19 p.m.

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Rebecca Pasko, CMHPSM Board Secretary



# **CEO Report**

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

**Submitted to the CMHPSM Board of Directors**  
**April 3, 2024 for April 10, 2024 Meeting**

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### *CMHPSM Update*

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- Since our last Board meeting the CMHPSM held an all-staff meeting on March 11, 2024 and we're scheduled to meet on April 8, 2024.
- We are looking in to scheduling an employee retreat this spring focused on staff input on the mission, vision and values, and potential re-branding of the CMHPSM.
- The CMHPSM leadership team continues to meet on a weekly basis on Tuesday mornings. We have expanded the first meeting of each month to include the three additional staff that supervise staff at the CMHPSM. These leadership/manager meetings will allow the CMHPSM to ensure standardization of human resource efforts related to the supervision of CMHPSM staff. We have met as an expanded group on March 5 and April 2, 2024.

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### *CMHPSM Staffing Update*

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- The CMHPSM currently has four open positions, two of which are posted (Financial Accountant & Analyst and SUD Care Navigator) and the other two positions (Compliance and Quality Manager and a Regional Project Assistant) are under job description review and will be posted later this month.
- 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 statewide CEO meetings are being held remotely on a monthly basis. Since our last Regional Board meeting, the PIHP CEOs met on March 5, 2024 and April 2, 2024.
- The PIHP CEOs met with MDHHS behavioral health leadership staff on Thursday March 7, 2024 and are scheduled to meet on April 4, 2024. I provide a summary of those meetings to our regional directors at our Regional Operations Committee meetings.
- The MDHHS rate setting meeting occurred on March 21, 2024 and we have utilized all available rate information to update the FY2024 revenue projection for the FY2024 budget revision to be proposed at the April board meeting.
- The CMHPSM Regional Operations Committee members will be developing a strategy/response to the Conflict Free Access & Planning presentation that was presented to the PIHPs on Friday March 22, 2024 and to the CMHSPs on Monday April 1, 2024. The presentation has been attached to the CEO report for the Board's information and will be initially discussed at the April meeting.

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### *Legislative Updates*

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- We are still hearing that there is potential legislation to alter the open meetings act which would increase flexibility for PIHP and CMHSP board meetings by allowing audio/video attendance as permissible for voting and participation, and attendance towards the quorum. We may potentially need to revisit our CMHPSM Bylaws and Oversight Policy Board Bylaws in the near future if this legislation moves forward and the Open Meetings Act is amended.

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### *Future Updates*

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- We are planning to cover the following items at our upcoming CMHPSM Regional Board of Directors meetings:
  - June 2024
    - New Expense Reimbursement Policy
    - Financial Stability and Risk Reserve Management Policy
    - Board Member Conflict of Interest Renewal

Attachment #6 – April 2024

August 2024

- FY2025 Budget Preview

September 2024

- FY2025 Budget Review

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "James Colaianne".

James Colaianne, MPA