



BOARD OF DIRECTORS REGULAR MEETING MINUTES
January 24, 2024

Present: Michael Humphries, Chairperson; Catherine Bernhold, Secretary; John Burkardt; Deb Staelgraeve; Ken Papenhagen; Dawn Asper; Chantele Steffens; and LaMar Frederick

Excused: Susan Fortney, Vice Chairperson; Rebecca Curley; Pam Ray; and Rebecca Pasko

Absent:

Staff: Lisa Graham

Guests: 14 guests attended

I. CALL TO ORDER

The Board Chairperson, Mike Humphries, called the meeting to order at 5:00 p.m.

II. ROLL CALL

Roll Call confirmed a quorum existed.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mike Humphries.

IV. CONSIDERATION TO ADOPT THE DRAFT AGENDA AS PRESENTED

Ken Papenhagen moved to adopt the draft agenda as presented. Deb Staelgraeve supported. Discussion followed. Motion carried unanimously.

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE DECEMBER 12, 2023 BOARD MEETING AND WAIVE THE READING THEREOF

John Burkardt commented that YouTube was spelled incorrectly in the minutes under Board Announcements.

John Burkardt moved to approve the minutes with amendment for the December 12, 2023 Board Meeting and waive the reading thereof. LaMar Frederick supported. Motion carried unanimously.

VI. FEEDBACK SUMMARY

Mike Humphries reviewed feedback from the December 12, 2023 Board Meeting.

VII. CITIZEN COMMENTS

There were no citizen comments.

VIII. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS

- a. **Recipient Rights Annual Report** – Shelley Koyl and Coy Hernandez, Recipient Rights Officers, presented the FY2023 Executive Summary for the Recipient Rights Annual Report. The Executive Summary is a synopsis of the data that occurred throughout the fiscal year. The status of the Rights System in Monroe is doing a good job. The Rights Officers are pleased with the contact received from staff and providers. There were no trends for FY2023.

LaMar Frederick asked if there were any state measures to know if we are doing good, bad, or indifferent. Shelley Koyl commented that there are no required measures within our region or within the state. There is no baseline. You would think that getting no violations is a good thing, but it is not. The Rights Office encourages staff and providers to report.

- b. **Employee Engagement Survey Results** – Jim Brown commented that the Board contracted with a 3rd party, HSD Matrix, to conduct an annual Employee Engagement Survey and provide Exit Interviews. Jim Brown introduced Brenda Cahill from HSD Matrix who presented the results of the 2023 Employee Engagement Survey highlighting their survey methodology, level 1 and level 2 factors, how the data was measured, how to interpret the data and heatmaps.

Jim Brown commented that the overall score of 3.78 for the Employee Engagement Survey is favorable. There were three areas the Executive Leadership Team identified as improvement priorities by result of the survey. Pay, Benefits, and Coordination between Groups and Departments. Jim presented items that are currently being worked on or have already been accomplished for the three improvement priorities. Other areas of focus will be: 2024 is a Contract Negotiations year and we will be looking at employee wages compared to other CMHs in the state of Michigan and working with the Board for a compensation strategy; we will conduct a benefits survey to identify the benefits most important to our staff to better accommodate staff in the following year; and we will do a deeper dive into Coordination between Groups and Departments to better understand the “why” before acting.

- c. **Financial Report and Contracts** – Richard Carpenter presented the November 2023 Financial Report. Richard reminded the Board that the FY2023 Financial Audit has not yet been completed and that numbers in the November Report are unaudited numbers. There was also a general ledger transition to Standard Cost Allocation (SCA) on October 1, 2023 and due to this transition in the middle of the audit, the numbers are likely to change between now and next month.

Richard commented on: Medicaid eligibles trending down as anticipated and will continue to trend down until June of 2024. If this becomes a budgetary issue it will be brought back to the Board. It may not be an issue for this year, but it could be for FY2024-20255; our cash position has increased significantly. We received \$4 million of the \$6 million from the PIHP FY2018-2019 settlement. These funds were spent in prior years so it will not have a positive budget impact for us, it is a reimbursement only; for the CCBHC Program, every day we provide a service for a T1040 we must move funding buckets. There is a section called CCBHC Medicaid which is a new thing we haven't had to do before, but the state has given us guidance. We receive \$0 funding for non-Medicaid CCBHC consumers. We must calculate our expenses but take that from our state general fund. Our general fund contract allows us to use funds for non-Medicaid CCBHC consumers; the Medicaid program, we are underspent by approximately \$1 million and over the course of the year looking to break even; Healthy Michigan will decline faster and if it becomes a deficit can use Medicaid break even. We are seeing this consistent with every CMH across the state and within our region; individuals that used to have a spend down now have a spend down once again due to the public health emergency ending. We are also seeing individuals that are re-enrolled into Medicaid, but we are not getting funding for that. The state is saying they are Medicaid eligible, but their services are not covered. There are conversations at the state level that those services need to be covered.

Chantele Steffens requested to review the November Financial Report in further depth at the Business Operations Committee.

Richard summed up the presentation with the budget to actual report showing a net positive of \$248,758 and that we were able to take care of consumers that did not have Medicaid.

IX. BOARD COMMITTEE REPORTS

a. Motion to Place on File All Written Reports

John Burkardt moved to place on file all written reports. Ken Papenhagen supported. Motion carried unanimously.

Written reports on file: Bylaws & Policy; Clinical Operations; Executive; Performance Evaluation; and Recipient Rights.

X. ITEMS FOR BOARD ACTION

a. Motion to Approve the Consent Agenda Less Item _____

LaMar Frederick moved to approve the Administrative Contracts as presented. Chantele Steffens supported. Discussion followed. Roll call: In favor: Staelgraeve, Papenhagen, Asper, Bernhold, Humphries, Burkardt, Frederick, and Steffens; opposed: none; motion carried unanimously.

LaMar Frederick moved to approve the Service Contracts as presented. Catherine Bernhold supported. Roll call: In favor: Staelgraeve, Papenhagen, Asper, Bernhold, Humphries, Burkardt, Frederick, and Steffens; opposed: none; motion carried unanimously.

b. Motion to Accept the Recommendations from the Recipient Rights Advisory Committee for FY2023-2024

John Burkardt moved to accept the recommendations from the Recipient Rights Advisory Committee for FY2023-2024. Deb Staelgraeve supported. Motion carried unanimously.

XI. AUTHORITY AND REGIONAL POLICY REVIEW/APPROVAL

a. Motion to Approve the Authority Policy, Procedure, and Exhibits as Presented

- i. Policy: N/A
- ii. Procedure: N/A
- iii. Exhibit: N/A
- i. Rescind: N/A

b. Motion to Approve the Regional Policies as Presented

- i. Policy: N/A

There were no local or regional policies to approve in January.

XII. RELATIONSHIP WITH REGION, COUNTY, AND OTHERS

a. Regional Reports

- i. Regional PIHP Board Meeting Minutes – LaMar Frederick commented that a budget amendment may be possible next month in view of the difference in eligibles and what was projected for when the budget was put together.
- ii. State Legislation and Policy Committee Report – N/A

XIII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- a. Financial Report – Richard Carpenter presented the financial report.
- b. Chief Executive Officer's Report included an update on: Promoting Employment Opportunities, Staffing, CCBHC, Customer Service, First Impression Campaign, FY2023 Annual Submission, and CCBHC Promotions Tour.

LaMar Frederick commented that after the Bedford Township presentation, there is a TV channel that rotates on the TV station, could we get a page that would show for 15-20 seconds on how to get in touch with MCMHA? Lisa will provide LaMar with the information requested.

Mike Humphries commented that he has had some positive feedback on Lisa's presentation at the Bedford Township. It seems to have been very well received.

Lisa will let Board Members know when the promotional tour presentations are scheduled in the community so they can attend.

XIV. NEW BUSINESS

XV. CITIZEN COMMENTS

There were no citizen comments.

XVI. BOARD ANNOUNCEMENTS

Deb Staelgraeve commented on the Night to Shine with Tim Tebow happening at the Monroe County Community College. Go Lions!

Chantele Steffens commented on the upcoming Bedford Business Fair and there may be a need for some volunteers for March 9th from 10am-5pm. Let Bridgitte Gates know if you can volunteer.

XVII. ADJOURNMENT

Mike Humphries adjourned the meeting at 7:04pm.

Submitted by,



Catherine Bernhold
Board Secretary

LG/dp
1/30/24