



**BOARD OF DIRECTORS REGULAR MEETING MINUTES
April 24, 2024**

Present: Michael Humphries, Chairperson; Susan Fortney, Vice Chairperson; Catherine Bernhold, Secretary; Rebecca Pasko; LaMar Frederick; John Burkardt; Rebecca Curley; Dawn Asper; Naomi Stoner; Deb Staelgraeve; and Ken Papenhagen

Excused: Pam Ray

Absent:

Staff: Lisa Graham

Guests: Drew Van de Grift, Dykema, and 6 guests attended

I. CALL TO ORDER

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

Mike Humphries welcomed Naomi Stoner to the Board of Directors.

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

Mike Humphries requested to pull ahead item XIII. Finance Presentation to follow item VII. Citizen Comments.

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

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE MARCH 27, 2024 BOARD MEETING AND WAIVE THE READING THEREOF

Catherine Bernhold moved to approve the minutes for the March 27, 2024 Board Meeting and waive the reading thereof. LaMar Frederick supported. Motion carried unanimously.

VI. FEEDBACK SUMMARY

Mike Humphries reviewed feedback from the March 27, 2024 Board Meeting.

Catherine Bernhold commented that the Board will review the new monthly feedback survey in June.

VII. CITIZEN COMMENTS

There were no citizen comments.

VIII. FINANCIAL REPORT

Richard Carpenter presented highlights from the February Financial Report - Revenue and eligibility continue to decline faster than anticipated; PIHP CFOs met with MDHHS and are expecting a 4-5% increase (including DCW) retro to October 1; cash and Investments are up from prior year primarily from collection of receivables from the PIHP. Liabilities are also up from prior year primarily related to estimated claims incurred but not reported; net income is projected to be down compared to prior year primarily due to GASB 68 & 75 adjustments that are currently unknown and will be available in early 2025 from the actuaries; revenue received from the PIHP exceeds expenses by \$772,672 as of February 29, 2024; part of the Medicaid and HMP surpluses are due to allowable costs being covered by GF as individuals continue to fall off Medicaid; the CCBHC program is showing a deficit of \$147,622 through February. We continue to work with the PIHP to accelerate the reporting of T1040s which will bring in more revenue. Additionally, CCBHC non-Medicaid continues to grow causing part of this deficit; and state General Fund is showing a deficit of \$1,023,390, primarily related to spenddowns, individuals falling off Medicaid and CCBHC non-Medicaid. This deficit is covered to the extent possible by local funds with a reported use of fund balance through January of \$509,922.

Finance Audit Letter – Richard Carpenter commented that the auditors sent out a preliminary letter and then they sent out a final letter. 99% is standard information. The auditors say they think we should have adjusted the financials around the amount of \$278,000. When going through the auditing process, we review how many claims may be out there. In taking a conservative approach, we estimated \$300,000 but passed on making the adjustment as it would have affected the PIHP numbers. The auditors disagreed in us not making the adjustment.

LaMar Frederick commented that the Business Operations Committee membership discussed the General Fund Deficit and requested Lisa Graham to present a plan at the May Business Operations Committee.

Richard Carpenter thanked the Board for pulling ahead the Finance Report.

VIII. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS

- a. **Years of Service Awards** – Lisa Graham commented that staff are recognized for their Years of Service at quarterly All Staff Meetings. There were three Years of Service awards, all for five years of service. I would like to recognize Kristel Taylor, Lori Martell, and Leah Collins for their hard work and dedication. The Board thanked the staff for their years of service.
- b. **Targeted Case Management Presentation** – Case Management services assist consumers in accessing needed medical, social, educational, and other services. "Targeted" means aimed specifically at a special group of consumers, such as those with diagnosed mental illnesses. Lisa Graham presented the core components and principles of Targeted Case Management and commented that Case Management is one of the most common services at MCMHA and is provided based on the individual needs of the consumer served, but commonly occurs at least monthly. Nearly every consumer we serve receives case management services at some frequency. Targeted Case Management is also one of the 9 core services of a Certified Community Behavioral Health Clinic (CCBHC).

IX. BOARD COMMITTEE REPORTS

a. **Committee Chair Reports**

Bylaws & Policy – Catherine Bernhold commented that the committee is basically finished with review of the Board Governance Policy Manual and Board Bylaws. These items will be sent to the Board for a review and feedback period and the committee will review feedback at their next meeting.

Clinical Operations – Susan Fortney commented that her committee is fortunate to have Crystal Palmer and Bridgitte Gates present clinical and operation reports. Susan asked the Board that if there is anything the committee should be focusing on to please let her know.

Community Relations – Rebecca Pasko commented that the committee re-established the scope and mission of the committee. Discussed a couple concerns that Lisa is addressing. One of the main goals of the committee is to educate the community on what we can and cannot do. We will participate in the Mental Health Fun Day and Town Hall in May. Lisa has begun to provide monthly educational presentations on services to the Board and are requesting the presentations to be added to the agency website for the community to view. The committee is looking to have a committee member participate on the Community Coalition which would result in an additional stipend request. If the Board has any suggestions to let Rebecca know.

Dawn Asper commented that she was pleased with the meeting and added that the committee is looking to get rack cards out to specific locations in the county along with QR Codes to direct you to the agency website and have the website link added to cities and townships.

Susan Fortney commented she has been working with the VA and has requested Lisa Graham to invite the VA to attend the Town Hall.

b. Motion to Place on File All Written Reports

Dawn Asper moved to place all written committee reports on file. John Burkardt supported. Motion passed unanimously.

Written reports placed on file were: Business Operations; Bylaws & Policy; Clinical Operations; Community Relations; and Executive.

X. ITEMS FOR BOARD ACTION

a. Motion to Appoint Dawn Pratt as the Nominating Committee

Rebecca Curley moved to appoint Dawn Pratt as the Nominating Committee. Ken Papenhagen supported. Roll call: In favor: Staelgraeve, Papenhagen, Stoner, Asper, Bernhold, Fortney, Humphries, Burkardt, Frederick, Curley, and Pasko; opposed: none; motion carried unanimously.

b. Motion to Open Contract Negotiations

Dawn Asper moved to open Contract Negotiations. Susan Fortney supported. Discussion followed. Roll call: In favor: Staelgraeve, Papenhagen, Stoner, Asper, Bernhold, Fortney, Humphries, Burkardt, Frederick, Curley, and Pasko; opposed: none; motion carried unanimously.

XI. AUTHORITY AND REGIONAL POLICY REVIEW/APPROVAL

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

- i. Policy: POC7027 Physical and Dental Examinations Policy
POC7028 Physical Pain Assessment Policy
- ii. Procedure: POC7052-P26 MCMHA Jail Diversion Process Procedure
- iii. Exhibit: N/A
- iv. Rescind: POC7069-P4 Annual Re-assessment, IPOS Review, and Service Authorization Procedure
- i. Relocate: N/A

Catherine Bernhold moved to approve the Authority Policy, Procedure, and Exhibits as presented. Rebecca Pasko supported. Motion carried unanimously.

b. Motion to Approve the Regional Policies as Presented

- i. Policy: N/A

There were no regional policies for approval.

XII. RELATIONSHIP WITH REGION, COUNTY, AND OTHERS

- a. Regional Reports
- i. Regional PIHP Board Meeting Minutes – Included in the Packet
 - ii. State Legislation and Policy Committee Report – No Report for April

XIII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- a. Chief Executive Officer's Report included an update on: Professional Development Day; Staff Vacancies; Labor/Management Negotiations; Administrative Professional's Day; FY23 Year End; General Fund Deficit; Crossroads Clubhouse, Compassionate Accountability; Overview of MCMHA Services Presentations in the Community; NAMI Honors Banquet and awarding Sherriff Goodnough as a Mental Health Hero; Critical Incident Stress Management; and upcoming events for Celebrate Children on May 4, 2024 and Mental Health Fun Day/Townhall on May 23, 2024.

Lisa Graham thanked Adam Anastasoff and the CISM Team for being available to the community and community partners.

Lisa Graham encouraged everyone to come out and enjoy the Mental Health Fun Day and stay for the Town Hall.

XIII. NEW BUSINESS

Susan Fortney commented that Board Members attending the upcoming Mental Health Fun Day and Town Hall on May 23, 2024, as a Board representative and supporting the Agency in the community, there should be consideration to receive a Board Stipend.

Susan Fortney moved to approve Board Members attending the Mental Health Fun Day and Town Hall on May 23, 2024 to receive a Board Stipend. Catherine Bernhold supported. Roll call: In favor: Pasko, Frederick, Burkardt, Humphries, Fortney, Bernhold, Asper, Stoner, Curley, Papenhagen; opposed: Staelgraeve; motion carried.

XIV. CITIZEN COMMENTS

There were no citizen comments.

XV. BOARD ANNOUNCEMENTS

Dawn Asper thanked the staff who were recognized for their five years of service.

Ken Papenhagen thanked the Monroe CMH CISM Team members as he knows how much this means to people in the community during a traumatic time. Ken hopes the CISM Team will take care of themselves also.

Susan Fortney commented that the City of Monroe is celebrating Founders Day on May 4th at the Sawyer House.

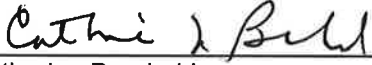
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Mike Humphries welcomed Naomi Stoner and mentioned that if any Board Members would like to stay after the board meeting for an informal meet and greet that would be appreciated.

XVII. ADJOURNMENT

Mike Humphries adjourned the meeting at 6:21pm.

Submitted by,



Catherine Bernhold
Board Secretary

LG/dp
4/30/24

