



**BOARD OF DIRECTORS REGULAR MEETING MINUTES
September 25, 2024**

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

Excused: Ken Papenhagen

Absent:

Staff: Lisa Graham

Guests: 8 guests were present

I. CALL TO ORDER

The Board Chair, 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

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

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE AUGUST 25, 2024 BOARD MEETING AND WAIVE THE READING THEREOF

Becca Curley moved to approve the minutes for the August 25, 2024 Board Meeting and waive the reading thereof. Pam Ray supported. Motion carried unanimously.

VI. FEEDBACK SUMMARY

Mike Humphries reviewed feedback from the August 25, 2024 Board Meeting.

Catherine Bernhold commented that the intent of the Bylaws & Policy Committee when amending the monthly meeting evaluation was for it to be more meaningful. As of this month and going forward, Board members will receive the evaluation the day after the Board Meeting with instructions on how to complete the evaluation and the deadline to submit. Last month, five evaluations were submitted. The information was compiled and available for review in the Board handout. The Bylaws & Policy Committee will meet in October and discuss the evaluation process.

Dawn Asper showed concern on how the votes were taken at the August 25, 2024 Board Meeting, stating the Bylaws cannot be suspended, they must be changed, that the Board should have addressed the changes to the Bylaws. The Board voted on having two Board Meetings a month and then voted on suspending the Bylaws. Dawn suggested to look up parliamentary procedures.

Lamar Frederick requested to go back to item IV on the agenda. In the handout there is a new Administrative Contract to consider that was not included in Board Packet. This contract should be considered with other administrative contracts.

LaMar Frederick moved to amend the agenda to reflect the additional Administrative Contract to be considered with the other Administrative Contracts. Becca Curley supported. Discussion followed. Motion carried unanimously.

VII. CITIZEN COMMENTS

There were no citizen comments.

IX. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS

- a. **FY2025 Proposed Draft Budget** – Ken Melvin presented the details of the FY2025 Proposed Draft Budget. Since the Business Operations Committee on September 18, 2024, information on the PPS1 rate split from the state was received and the PIHP did budget 7.5% on top of what we originally requested. The budget is fairly presented and based on the best information we have at this time. Next year a spend comparison will be presented along with the FY2026 proposed budget to provide more transparency.

Lisa Graham commented that EDP Management is to be removed from the list as we do not expect to contract with them.

Lisa Graham commented that we have been trying to purchase two homes to develop two group homes as we would like to bring people back into the community.

Lamar Frederick moved to adopt the FY2025 Proposed Budget as presented. Deb Staelgraeve supported. Discussion followed.

Lamar Frederick withdrew his motion.

X. BOARD COMMITTEE REPORTS

- a. **Committee Chair Reports**
 - i. **Business Operations** – LaMar Frederick deferred to consent agenda. Pam Ray commented that discussion included the MDHHS contract and requested it be added to the minutes.
 - ii. **Clinical Operations** – Susan Fortney commented on not wanting to lose the information presented at the Clinical Operations Committee in the transition to the trial with no committees. Susan thanked those that served on the Clinical Operations Committee.
 - iii. **Community Relations** – Rebecca Pasko commented that the Recipient Rights Officers provided an overview on their process and timeline for complaints to help the committee members on what we need to be outlining at the Town Hall next month.
 - iv. **Performance Evaluation** – Mike Humphries commented that the committee met and formed up the tool that will be used for this year's CEO performance evaluation. We have been working hard to make all of the tools the same scoring system.
 - v. **Recipient Rights** – Pam Ray commented that the committee reviewed the semi-annual report for Recipient Rights violations. There was also a mini training on voting rights and our consumers rights to vote this year. Pam is pleased with the Recipient Rights Committee and have a lot of consumer participation now. The next meeting is in December where we will review the annual report that is presented to the Board in January.

b. Motion to Place on File All Written Reports

John Burkardt moved to place written committee reports and amended Business Operations report on file. Pam Ray supported. Motion passed unanimously.

Written reports placed on file were Business Operations; Clinical Operations; Community Relations, Performance Evaluation, and Recipient Rights.

c. Update on Transition to Twice a Month Board Meetings

Mike Humphries commented that Lisa Graham sent a detailed proposal for the two meetings per month. The first meeting is to present information, what are your questions, what do you need more information on for consideration to vote at the second meeting. The agendas are intentionally created to present information at the first meeting and take action at the second meeting. The meetings will be scheduled for the 3rd and 4th Wednesdays of each month unless pulled ahead due to a holiday. The October dates are October 16, 2024 and October 23, 2024. This is a pilot that will last four months, October through January.

Board members shared their concerns on having a trial of two Board Meetings per month.

Susan Fortney requested to see objectives, a timeline, and a written evaluation.

Mike Humphries will address the schedule during the trial period with board members by email.

Catherine Bernhold requested Mike's email to include detail about the two meetings, what the goal is for doing this pilot, and at the end of the pilot how will the Board know what it achieved.

Dawn Asper challenged Mike Humphries on parliamentary rule. Mike will address at the October 16, 2024 meeting.

XI. ITEMS FOR BOARD ACTION

a. Motion to Approve the Consent Agenda Less Item _____.

- i. Administrative Contracts as Presented
- ii. Service Contracts as Presented

LaMar Frederick moved to approve the five Administrative Contracts as presented in the Board Packet. Pam Ray supported. Discussion Followed. Roll call: Staelgraeve, Stoner, Asper, Bernhold, Fortney, Humphries, Burkardt, Frederick, Curley, Ray, and Pasko; opposed: none; motion carried unanimously.

LaMar Frederick pulled the MDHHS Donated Funds Administrative Contract and suggested to bring back to the Board in October with information on how this is going to help us meet our objectives.

LaMar moved to approve the Service Contracts as presented in the Board Packet. Pam Ray supported. Discussion followed. Roll call: Staelgraeve, Stoner, Asper, Bernhold, Fortney, Humphries, Burkardt, Frederick, Curley, Ray, and Pasko; opposed: none; motion carried unanimously.

b. Motion to Approve the FY2025 Proposed Draft Budget

LaMar Frederick moved to approve the FY2025 Proposed Draft Budget. Naomi Stoner supported. Roll call: Staelgraeve, Stoner, Asper, Bernhold, Fortney, Humphries, Burkardt, Frederick, Curley, Ray, and Pasko; opposed: none; motion carried unanimously.

- c. **Motion to Approve the Purchase of One 2025 2500 Chevrolet Silverado Crew 4WD at a cost of \$49,783 as Reviewed by the Board Business Operations Committee on September 18, 2024**

LaMar Frederick moved to approve the purchase of one 2025 2500 Chevrolet Silverado Crew 4WD at a cost of \$49,783 as reviewed by the Board Business Operations Committee on September 18, 2024. Naomi Stoner supported. Discussion followed. Roll call: Staelgraeve, Stoner, Asper, Bernhold, Fortney, Humphries, Burkardt, Frederick, Curley, Ray, and Pasko; opposed: none; motion carried unanimously.

- d. **Motion to Authorize MCMHA to Engage Various Employment Search Firms Allotting up to \$35,000 for a One-Time Placement Fee in the Recruitment of its Next Medical Director as Reviewed by the Board Business Operations Committee on September 18, 2024**

LaMar Frederick moved to authorize MCMHA to engage various employment firms allotting up to \$35,000 for a one-time placement fee in the recruitment of its next Medical Director as reviewed by the Board Business Operations Committee on September 18, 2024. Rebecca Pasko supported. Discussion followed. Roll call: Staelgraeve, Stoner, Asper, Bernhold, Fortney, Humphries, Burkardt, Frederick, Curley, Ray, and Pasko; opposed: none; motion carried unanimously.

XII. AUTHORITY AND REGIONAL POLICY REVIEW/APPROVAL

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

- i. Policy: FCM3047 Non-Medicaid Policy
FCM3046 MCMHA Medicaid Monthly Deductible Policy
HR4045 Student Internship-Practicum Placement Policy
- ii. Procedure: FCM3025-P1 Ability to Pay Procedure
POC7069-P2 Suicide Risk Assessment Procedure
POC7082-P3 Fall Risk Procedure
HR4045-P1 Student Internship Placement Procedure
- iii. Exhibit: FCM3047-E1 Non-Medicaid Tables Exhibit
HR4045-E1 Student-Volunteer Agreement Form Exhibit
HR4045-E2 Learning Agreement Exhibit
HR4045-E3 Student Evaluation Exhibit
- i. Rescind: N/A
- ii. Relocate: N/A

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

- b. **Motion to Approve the Regional Policy, Procedure, and Exhibits as Presented**

- i. Policy: POC7031 Self-Directed Services Policy
- ii. Exhibit: N/A

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

XIII. RELATIONSHIP WITH REGION, COUNTY, AND OTHERS

- a. Regional PIHP Board Meeting Minutes – September 11, 2024 minutes included in the packet.
- b. State Legislation and Policy Committee Report – Rebecca Pasko commented that Conflict Free Access and Planning is still active legislation and the only thing that has changes is the implementation date. The implementation date was October 1, 2024 but it has now been postponed. Michigan has put a lot of time into hiring lawyers and getting surveys from out of state that utilize it. A lot of people across the state have submitted letters or resolutions against it.

XIII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- a. Finance Report: Ken Melvin presented the July financials, highlighting:
1. Eligibility continues to decline faster than anticipated. Rate adjustments are now in effect and are reflected in the charts to show increased April activity. We have received increases to HSW, SED and CWP as a result. Also have additional funding from the PIHP for DCW.
 2. Cash and Investments are up from prior year primarily from collection of receivables from the PIHP.
 3. Liabilities are also up from prior year primarily related to estimated claims incurred but not reported.
 4. 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.
 5. Revenue received from the PIHP exceeds expenses by \$1,593,926 this month. Part of the Medicaid and HMP surpluses are due to allowable costs being covered by GF as individuals continue to fall off Medicaid.
 6. The CCBHC program is showing a deficit of \$85,368 through this reporting period. We continue to work with the PIHP to accelerate the reporting of T1040s which will bring in more revenue. As we continue to look at generating more T-1040s on the revenue side, primary focus shifts to expenses.
 7. State General Fund is showing a deficit of \$2,791,350, primarily related to spenddowns, individuals falling off Medicaid and CCBHC non-Medicaid. This deficit is covered by local funds with a reported use of fund balance through this reporting period of \$1,791,836.
- b. Chief Executive Officer's Report Included an Update on: Implicit Bias Training; Contract Negotiations; Assisted Outpatient Treatment; Group Home Development; Priority Populations; Panera Lease; CLS Providers; Designated Collaborative Organization (DCO); Community Events; and Town Hall at MCMHA on October 23, 2024 from 3:00pm-5:00pm.

Lisa Graham thanked Sabrina Bergman for leading the NAMI Walks campaign.

Lisa Graham commented on a new piece of art displayed on the lobby wall near the restrooms. An outline was created for "You Are Not Alone" and anyone that attended could paint a portion. The art was then donated to us by Presley Bergmooser. Presley is a local artist/muralist who has been commissioned for projects at Boyd Park, Ida's Blue Streak, and multiple other businesses.

Dawn Asper requested for the Directors Report to be included in the Board Packet to review prior to the meeting. Even pulling it ahead on the agenda would help.

XIV. NEW BUSINESS

XV. CITIZEN COMMENTS

There were no citizen comments.

XVI. BOARD ANNOUNCEMENTS

Mike Humphries commented that Board Announcements will be added to the Board agenda's moving forward.

Rebecca Pasko commented on concerns of rushing through meetings during the four-month trial period.

Susan Fortney requested for Board members to submit their electronic meeting evaluation timely.

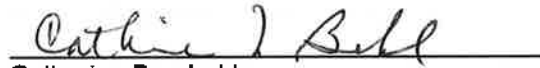
Pam Ray thanked Dawn Asper for requesting the Directors Report be in the Board Packet.

John Burkardt commented on not seeing the August 25th Board Packet on the website.

XVII. ADJOURNMENT

Mike Humphries adjourned the meeting at 8:10pm.

Submitted by,

A handwritten signature in cursive script, appearing to read "Catherine Bernhold", is written over a horizontal line.

Catherine Bernhold
Board Secretary

LG/dp
10/3/24