



# MONROE COMMUNITY MENTAL HEALTH AUTHORITY

## BOARD MEETING

March 2, 2023 – 5:00 p.m. / ISD River Raisin Room

Draft Amended Agenda

**PUBLIC ACCESS:** <https://us06web.zoom.us/j/85687058194> / 1-206-337-9723 / Meeting ID: 856 8705 8194

### **BOARD VALUES:**

- 1.1 Monroe Community Mental Health Authority exists so that individuals with severe and persistent mental illness and intellectual/development disabilities can live, work, and play in their communities to their fullest potential.
- 1.2 Monroe Community Mental Health Authority strives to be the provider of choice for Monroe County by offering the highest quality of treatment with positive measurable outcomes, while maintaining competitive rates with the State.
- 1.3 Monroe Community Mental Health Authority establishes and sustains a culture that values each staff member; holds staff to high standards; is fair and respectful; and values creativity and promotes collaborative thinking.
- 1.4 Monroe Community Mental Health Authority continues to establish collaborative community relationships that enable MCMHA to provide quality service to consumers.

### **BOARD RULES OF CONDUCT:**

- a. Speak only after being acknowledged by the Chair and only to the Chair.
- b. Keep deliberation focused on the issue and don't make it personal.
- c. Divulge all pertinent information related to agenda items before action is taken.
- d. Seek to understand before becoming understood.
- e. Seek to do no harm.

### **MISSION STATEMENT:**

Enrich lives and promote wellness.

### **VISION STATEMENT:**

To be a valued/active partner in an integrated System of Care that improves the health and wellness of our community.

### **CORE VALUES:**

Compassion, Authenticity, Trust, and Accountability.

	<u>Guide</u>
<b>I. Call to Order</b>	<b>01 min</b>
<b>II. Roll Call</b>	<b>02 min</b>
<b>III. Appointment of Temporary Secretary</b>	<b>02 min</b>
<b>IV. Pledge of Allegiance</b>	<b>02 min</b>
<b>V. Motion to Adopt the Agenda as Presented</b>	<b>02 min</b>
<b>VI. Board Chair Remarks</b>	<b>15 min</b>
<b>VII. Items for Board Action</b>	<b>20 min</b>
a. <b>Motion to Approve the Consent Agenda Less Item _____</b>	
i. Administrative Contracts as Presented	
ii. Service Contracts as Presented	
b. <b>Motion to Adopt the Proposed Monroe Community Mental Health Authority Pay Plan for all Non-Union Employees, Retro-Active to January 8, 2023</b>	
c. <b>Motion to Authorize Administration to Negotiate the Adoption and Implementation of Identical Pay Plan for MCMHA Bargaining Unit Employees</b>	
d. <b>Motion to Approve up to Three Board Members to Attend the National Conference (NATCON 23) May 1, 2023 through May 3, 2023 in Los Angeles, California</b>	
<b>VIII. Citizen Comments</b>	<b>03 min/person</b>
<i>"The Board will listen respectfully to any comments you would like to make but will not respond directly tonight. You can expect a follow up contact from the Executive Director or her representative within 24 hours if your comment is about a specific problem or complaint. Comments shall be limited to 3 minutes".</i>	
<b>IX. Adjournment</b>	<b>01 min</b>

**The next regular scheduled meeting for the Monroe Community Mental Health Authority Board of Directors is on Wednesday, March 22, 2023 beginning at 5:00pm in the Aspen Room.**

<b>MCMHA Board Action Request Mental Health Administrative Contract(s) / Amendments</b>					<b>FY 2022-23</b>	<b>January 18, 2023</b>
---	--	--	--	--	-------------------	-------------------------

**Action Requested:** Approval Requested for the Mental Health Administrative Contracts Listed Below:

<b>Contractor name</b>	<b>Department</b>	<b>Contract Term</b>	<b>Service Description</b>	<b>Budget/Prior Contract</b>	<b>Budget</b>	<b>Additional Information/Background</b>
Iris Telehealth	PHS	1/1/23-12/31/23	Cost of living increase for Dr. Romero	\$204 per hour (1/1/22-12/31/22)	\$210 per hour	Cost of living increase of 3.2% for current tele-psychiatrist

RECOMMENDATION: As reviewed by the MCMHA Board Business Operations Committee on January 18, 2023 approval of the contract(s) listed on MCMHA Board Action Mental Health Administrative Contract(s) / Amendments on or before January 25, 2023.

<b>MCMHA Board Action Request Mental Health Administrative Contract(s) / Amendments</b>	<b>FY 2022-23</b>	<b>February 15, 2023</b>
---	-------------------	--------------------------

**Action Requested:** Approval Requested for the Mental Health Administrative Contracts Listed Below:

Contractor name	Department	Request	Budget	Contract Term	Service Description
Maxim Healthcare Staffing Services		Contract with a staffing agency that provides supplemental healthcare staffing	Social Worker \$65 per hour Professional Counselor \$65 per hour RN \$70 per hour LPN \$60 per hour Medical Assistant \$42.50 per hour Administrative Assistant \$37.50 per hour	One year	Additional \$10 per hour for travel rate

RECOMMENDATION: As reviewed by the MCMHA Board Business Operations Committee on February 15, 2023 approval of the contract(s) listed on MCMHA Board Action Mental Health Administrative Contract(s) / Amendments on or before February 22, 2023.

MCMHA Board Action Request Mental Health Service Contract(s) / Amendments				FY 2022-23	January 18, 2023	
<b>Action Requested:</b> Approval Requested for the Mental Health Service Contracts Listed Below:						
Provider Name	Contract Term	Service Description(s) include	CPT code	FY 20-22 Rate/Unit	FY 22-24 Rate/Unit	Additional Information/Background
<b>Hospitals:</b>						
<b>Community Living Supports/Supported Empl/Respite</b>						
Arkay, Choices with Self Determination, CHS Group, Life Enrichment Academy	1/1/23-9/30/24	Supported Employment Services	H2023 1Y- Career planning 2Y- Job Development 3Y- Self employed 4Y- Financial Planning		\$2.68 per 15 minute unit	As of 1/1/23 the state has added modifiers to the H2023 code and added an additional code of H2025.
		Supported Employment Services	H2025- Job coaching		\$5.16 per 15 minute unit	Premium pay rates add .66 per unit.
Community LivingNetwork, Guardian Trac	1/1/23-9/30/24	Supported Employment Services	H2023 1Y- Career planning 2Y- Job Development 3Y- Self Employed 4Y- Financial Planning		\$1.82 per 15 minute unit	As of 1/1/23 the state has added modifiers to the H2023 code and added an additional code of H2025.
		Supported Eomplymen Services	H2025- Job coaching		\$3.44 per 15 minute unit	Premium pay rates add .66 per unit.
Hope Network Behavioral Health Services	1/1/23-9/30/24	E&M home or residence visit for new patient	99341- 15 minutes 99342- 30 minutes 99344- 60 minutes 99345- 75 minutes		\$114.08 per encounter \$159.73 per encounter \$273.81 per encounter \$342.26 per encounter	These codes have replaced codes 99324-99328
		E&M home or residence visit for established patient	99347- 20 minutes 99348- 30 minutes 99349- 40 minutes		\$91.25 per encounter \$136.90 per encounter \$205.33 per encounter	
<b>Autism/Waiver Services</b>						

**RECOMMENDATION:** As reviewed by the MCMHA Board Business Operations Committee on January 18, 2023 approval of the contract(s) listed on MCMHA Board Action Mental Health Service Contract(s) / Amendments on or before January 25, 2023.

MCMHA Board Action Request Mental Health Service Contract(s) / Amendments				FY 2022-23	February 15, 2023	
<b>Action Requested:</b> Approval Requested for the Mental Health Service Contracts Listed Below:						
Provider Name	Contract Term	Service Description(s) include	CPT code	FY 20-22 Rate/Unit	FY 22-24 Rate/Unit	Additional Information/Background
<i>Hospitals:</i>						
<i>Community Living Supports/Supported Empl/Respite</i>						
Flatrock Manor	10/1/22-9/30/24	Enhanced 1:1 service	H2016 T1020	\$455.36 \$455.36	\$496.07 per diem \$496.07 per diem	
<i>Autism/Waiver Services</i>						

RECOMMENDATION: As reviewed by the MCMHA Board Business Operations Committee on February 15, 2023 approval of the contract(s) listed on MCMHA Board Action Mental Health Service Contract(s) / Amendments on or before February 22, 2023.

## **BOARD ACTION REQUEST**

### **Proposed Pay Plan for all Non-Union MCMHA Employees**

#### **ACTION REQUESTED:**

Adopt the proposed Pay Plan for all non-union MCMHA employees, retro-active to January 8, 2023.

#### **Background:**

The Board recommended Jim Brown to contact Mark Nottley of Municipal Consulting Services, LLC to conduct a Classification and Compensation Study as the last was adopted in 2015. Municipal Consulting Services, LLC has completed its work and provided an updated Classification and Compensation study for MCMHA's consideration.

MCMHA has prepared a pay plan based on the Classification and Compensation Study for all bargaining unit and non-union employees.

#### **MCMHA New Proposed Pay Plan Assumptions and Recommendation**

At the December 16, 2022 Board Meeting, the Board requested the Chief Human Resources Director, Jim Brown, to review the proposed Pay Plan and bring back a new recommendation in January.

#### **New Proposed Pay Plan Assumptions:**

- Staff are placed on new pay scale at current pay step as or next higher pay step where there is at least a \$1.00 increase in hourly rate. (Retro-active to January 8, 2023)
- Any future advancement for staff at or above the midpoint (Step 4) would require a satisfactory performance evaluation to move up to the next pay step. (To be defined)
- End anniversary step increases. All Step increases will move to 10/1 beginning of fiscal year date.
- Doctors are not incorporated into the pay scale. Pay adjusted to median as recommended in study.

#### **RECOMMENDATION:**

It is recommended that the Board adopt the proposed Monroe Community Mental Health Authority Pay Plan for all non-union employees, retro-active to January 8, 2023.

## **BOARD ACTION REQUEST**

### **Proposed Authorization for Administration to Negotiate the Adoption and Implementation of Identical Pay Plan for Bargaining Unit MCMHA Employees**

#### **ACTION REQUESTED:**

Authorize Administration to negotiate the adoption and implementation of identical Pay Plan for MCMHA Bargaining Unit employees.

#### **Background:**

The Board recommended Jim Brown to contact Mark Nottley of Municipal Consulting Services, LLC to conduct a Classification and Compensation Study as the last was adopted in 2015. Municipal Consulting Services, LLC has completed its work and provided an updated Classification and Compensation study for MCMHA's consideration.

MCMHA has prepared a Pay Plan based on the Classification and Compensation Study for all bargaining unit and non-union MCMHA employees.

#### **MCMHA New Proposed Pay Plan Assumptions and Recommendation**

At the December 16, 2022 Board Meeting, the Board requested the Chief Human Resources Director, Jim Brown, to review the proposed Pay Plan and bring back a new recommendation in January.

#### **New Proposed Pay Plan Assumptions:**

- Staff are placed on new pay scale at current pay step as or next higher pay step where there is at least a \$1.00 increase in hourly rate. (Retro-active to January 8, 2023)
- Any future advancement for staff at or above the midpoint (Step 4) would require a satisfactory performance evaluation to move up to the next pay step. (To be defined)
- End anniversary step increases. All Step increases will move to 10/1 beginning of fiscal year date.
- Doctors are not incorporated into the pay scale. Pay adjusted to median as recommended in study.

#### **RECOMMENDATION:**

It is recommended that the Board authorize Administration to negotiate the adoption and implementation of identical Pay Plan for MCMHA bargaining unit employees.