



MONROE COMMUNITY MENTAL HEALTH AUTHORITY

BOARD MEETING

May 24, 2023 – 5:00 p.m. / Aspen Room

Draft Amended Agenda

PUBLIC ACCESS: <https://us06web.zoom.us/j/82017690680> / 1-206-337-9723 / Meeting ID: 820 1769 0680

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>
I. Call to Order	01 min
II. Roll Call	02 min
III. Pledge of Allegiance	02 min
IV. Motion to Adopt the Agenda as Presented	02 min
V. Motion to Approve the Minutes from the April 26, 2022 Board Meeting and waive the Reading Thereof	02 min
VI. Feedback Summary	02 min
VII. Citizen Comments	03 min/person
<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>	
VIII. Election of Officers (handout)	20 min
a. Board Chairperson	
b. Board Vice-Chairperson	
c. Board Secretary	
IX. Recommendation to CMHPSM Board (handout)	10 min
a. Motion to Recommend Appointment for _____ to Fill an Available Term on the Community Mental Health Partnership of Southeast Michigan (CMHPSM) Board of Directors Effective Immediately Through June 30, 2026	
b. Motion to Recommend Appointment for _____ to Fill an Available Term on the Community Mental Health Partnership of Southeast Michigan (CMHPSM) Board of Directors Effective Immediately Through June 30, 2025	

X.	Presentations Recognitions, and Celebrations	00 min
XI.	Board Committee Reports	05 min
	<ul style="list-style-type: none"> a. Motion to Place on File All Written Committee Reports <ul style="list-style-type: none"> i. Bylaws & Policy ii. Clinical Operations iii. Executive iv. Performance Evaluation 	
XII.	Items for Board Action	00 min
	<ul style="list-style-type: none"> a. Motion to Approve the Consent Agenda Less Item _____ <ul style="list-style-type: none"> i. No Consent Agenda Items for May 	
XIII.	Authority and Regional Policy Review/Approval	00 min
	<ul style="list-style-type: none"> a. Motion to Approve the Authority Policy, Procedure, and Exhibits as Presented <ul style="list-style-type: none"> i. Policy: N/A ii. Procedure: N/A iii. Exhibit: N/A b. Motion to Approve the Regional Policies as Presented <ul style="list-style-type: none"> i. Policy: N/A 	
XIV.	Relationship with the Region, County, and Others	00 min
	<ul style="list-style-type: none"> a. Regional Reports <ul style="list-style-type: none"> i. Regional PIHP Board Meeting Minutes – No Meeting for May 	
XV.	Items from the Chief Executive Officer	10 min
	<ul style="list-style-type: none"> a. Financial Report – No Finance Report for May b. Chief Executive Officer’s Report (<i>handout</i>) 	
XVI.	New Business	00 min
XVII.	Motion to go into Closed Session for Purposes of the Chief Executive Officer’s 2022 Performance Evaluation Review Pursuant to Section 8 (a) of the Open Meetings Act	02 min
XVIII.	Citizen Comments	03 min/person
XIX.	Announcements by Board Members	03 min/person
XX.	Adjournment	01 min

The next regular scheduled meeting for the Monroe Community Mental Health Authority Board of Directors is on Wednesday, June 28, 2023 beginning at 5:00pm in the Aspen Room.

LG/dp 4:54 p.m.



MONROE
COMMUNITY
MENTAL
HEALTH
AUTHORITY

**BOARD OF DIRECTORS REGULAR MEETING MINUTES
April 26, 2023**

Present: Michael Humphries, Chairperson; Susan Fortney, Vice Chairperson; Catherine Bernhold; John Burkardt; Deb Staelgraeve; Rebecca Curley; Chantele Steffens; Dawn Asper; Rebecca Pasko; Pam Ray; Ken Papenhagen; and LaMar Frederick

Excused:

Absent:

Staff: Lisa Graham

Guests: 23 guests attended / 16 guests by Zoom

I. CALL TO ORDER

The Board Chairperson, Mike Humphries, called the meeting to order at 5:14 p.m.

Mike Humphries appointed Catherine Bernhold as Secretary Pro-tem.

Mike Humphries welcomed new Board Members, Rebecca Curley, Rebecca Pasko, Ken Papenhagen and Deb Staelgraeve.

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 AMENDED AGENDA AS PRESENTED

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

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE MARCH 22, 2023 BOARD MEETING AND WAIVE THE READING THEREOF

Dawn Asper moved to approve the minutes from the March 22, 2023 Board Meeting and waive the reading thereof. Catherine Bernhold supported. Motion carried unanimously.

VI. FEEDBACK SUMMARY

Mike Humphries reviewed feedback from the March 22, 2023 meeting.

VII. CITIZEN COMMENTS

Sandy Libstorff commented on policy for vehicle purchases; what to do and where to go if in crisis; and SAMHSA guidelines for crisis intervention.

Lynne White commented on her family members that have struggled with mental illness and ProMedica Regional Hospital safety plans that have not worked; and asking for a partnership with MCMHA to provide a 24/7 crisis stabilization unit in the area the community needs the most.

Maricella Ramirez read a letter of her struggles to the Board; went to Oaks and received structure, stability, and hope; commented on Team Wellness; and while people are waiting for services they are dying.

Judy Green welcomed new Board Members and thanked the Board for their time and service. Judy requested the Board hear the concerns of those at Oaks and ask your administration to fix things. Looking forward to the Team Wellness presentation.

Pastor Heather Boone commented on Oaks being ran by volunteers, we are a shelter not a psych ward; past Board Member Sandy Libstorff bringing the issue of same day services to the Board; receiving calls from people across the county; reaching out to Chantele Steffens, Board Member, because she cannot get help; and welcomed new Board Members and prayed they make a difference.

Sonya Hudson is a volunteer at Oaks and commented on the amount of emotional stress at the shelter; that CMH is not able to handle the crisis in the county and providers and systems put in place are failing; Oaks is catching those that are failing; and rolling funds into pension plans is not helping us.

Sargent Milton Dunham commented that he helps veterans that fall through the cracks; on homelessness; and medications and their side effects.

Jennifer Gerwatowki commented on struggles with CMH services.

Dana Diekman commented on struggles with CMH services.

Rebecca Whitenburg, licensed social worker in Michigan and Ohio, requested to confirm if the crisis response language under 12.30.106 of the mental health code is applied in Michigan and if so does CMH call under the umbrella of that code; If so, what is the crisis line phone number and return time to hear back from CMH as I can encourage my clients to reach out. Rebecca also requested information on Wraparound services and a phone number.

Randy Richardville, Oaks Executive Director, commented on learning more about mental illness and acute mental illness in his role, we are in crisis; and welcomed new Board Members. Randy met with Mike Hunter, when he was a CMH Board Member, and entertained proposals with Team Wellness. Team Wellness sets a different standard than what is done at CMH. We never talked about replacing what CMH does but to augment crisis services.

VIII. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS

- a. Team Wellness – Mike Hunter, Team Wellness, provided an overview of services that they provide currently in Wayne County. They provide a broad array of services from Psychiatry, Social Work, Counseling, Jail Diversion, Peer Supports, and Nurses; operate an integrated clinic where primary care is in the same building as behavioral health care; a full dental clinic and housing; operate a 24/7 crisis stabilization; and after hours turn into a dorm for up to 150 people a night. Team Wellness invested in a mobile clinic so they could partner with places where there is a gap, even if it is temporary. The goal is to make sure we collectively are providing the highest quality of service delivery. There is no time to compete, we need to partner.

Board Members followed up with questions and thanked Mike Hunter for his presentation.

- b. Consumer Advisory Council (CAC) – Cody Fuerst commented that the CAC has 9 members and 2 more that are interested; Bylaws are completed; workplan has been updated; and has a section in the Crossroads Clubhouse newsletter to be more informative. The CAC is sponsoring an event called “It’s Okay to not be Okay” on May 6, 2023. After the event we are going to do our own walk-a-mile. The CAC meets on the 2nd and 4th Tuesday at the Benesh Building starting at 4:15pm and the meeting on the 4th Tuesday is open to the public.

Dawn Asper suggested an event on suicide awareness.

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: Business Operations, Bylaws & Policy, Clinical Operations, Executive, and Performance Evaluation.

Board & Policy - Susan Fortney commented the committee is working diligently on the Bylaws and Policy Manual.

Clinical Operations – Chantele Steffens commented that if we are awarded the CCBHC Grant we will still have gaps in crisis services.

Chantele Steffens moved to investigate a needs assessment possibility with Team Wellness and report back to the Board at the June Board Meeting if an RFP is needed. John Burkardt supported. Discussion followed. Motion carried unanimously.

Performance Evaluation – Mike Humphries commented the committee will be meeting prior to the next Board Meeting and present an overall summary to the Board in June.

b. Appoint Dawn Pratt as the Nominating Committee

Catherine Bernhold moved to approve Dawn Pratt as the Nominating Committee. Susan Fortney supported. Motion carried unanimously.

X. ITEMS FOR BOARD ACTION

a. Motion to Approve the Consent Agenda _____

LaMar Frederick moved to approve the Consent Agenda with the exception of Pulse for Good. Catherine Bernhold supported. Discussion followed.

LaMar Frederick retracted the exception.

LaMar Frederick moved to approve the Consent Agenda as presented. Catherine Bernhold supported. Roll Call: In favor: Burkardt, Frederick, Asper, Pasko, Curley, Staelgraeve, Papenhagen, Steffens, Ray, Bernhold, Fortney, and Humphries; opposed: none; motion carried unanimously.

b. Motion to Accept the Recommendations from the Recipient Rights Advisory Council for FY2022-2023

John Burkardt moved to accept the recommendations from the Recipient Rights Advisory Council for FY2022-2023. Susan Fortney supported. Roll Call: In favor: Burkardt, Frederick, Asper, Pasko, Curley, Staelgraeve, Papenhagen, Steffens, Ray, Bernhold, Fortney, and Humphries; opposed: none; motion carried unanimously.

c. Motion to Approve up to Three Board Members to Attend the CMHAM Summer Conference Beginning June 5, 2023 Through June 7, 2023 in Traverse City, MI

John Burkardt moved to approve up to three Board Members to attend the CMHAM Summer Conference beginning June 5, 2023 through June 7, 2023 in Traverse City, MI. Dawn Asper supported. Roll Call: In favor: Burkardt, Frederick, Asper, Pasko, Curley, Staelgraeve, Papenhagen, Steffens, Ray, Bernhold, Fortney, and Humphries; opposed: none; motion carried unanimously.

Rebecca Pasko, John Burkardt, and Dawn Asper volunteered to attend.

d. Motion to Approve an Additional Person to Attend the CMHAM Summer Conference with John Burkardt. Susan Fortney supported. Roll Call: In favor: Burkardt, Frederick, Asper, Pasko, Curley, Staelgraeve, Papenhagen, Steffens, Ray, Bernhold, Fortney, and Humphries; 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:
- ii. Procedure: Expense Reimbursement Procedure; Credit Card Purchasing Process Procedure; and Purchasing Procedure
- iii. Exhibit: Authorized Credit Card Holders Exhibit; and Purchase Order Request Exhibit

Chantele Steffens moved to approve the Authority Policy, Procedure, and Exhibits as presented. Deb Staelgraeve supported. Motion carried unanimously.

b. Motion to Approve the Regional Policies as Presented

- i. Policy: N/A

XI. RELATIONSHIP WITH REGION, COUNTY, AND OTHERS

a. Regional Reports

- i. Regional PIHP Board Meeting Minutes – included in the Board Packet

Chantele Steffens moved to waive the 1-year requirement for a new Board Member to be appointed to the CMHPSM Board of Directors. Dawn Asper supported. Motion carried unanimously.

XII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- a. Financial Report – Lisa Graham was available for questions on the Finance Report.
- b. Chief Executive Officer’s Report included state and regional updates, community partnerships and upcoming events.

XIII. NEW BUSINESS

Board Stipends – Sanctioned Board Events

Susan Fortney moved that Board Stipends would include sanctioned Board events. Catherine Bernhold supported. Discussion followed.

Susan Fortney retracted her motion. Catherine Bernhold supported.

Lisa Graham provided an example of a Board sanctioned event. Mental Health Day on May 20, 2023 is a Monroe CMH event and if a Board Member wanted to volunteer their time at the event a stipend could be claimed.

Catherine Bernhold moved to approve Mental Health Day on May 20, 2023 as a Board sanctioned event and a stipend can be approved. John Burkardt supported. Roll Call: In favor: Burkardt, Frederick, Asper, Pasko, Curley, Staelgraeve, Papenhagen, Steffens, Ray, Bernhold, Fortney, and Humphries; opposed: none; motion carried unanimously.

XIV. CITIZEN COMMENTS

Sandy Libstorff commented on attending a Regional Board of Directors Meeting; Regional Performance Improvement Reports; and when will the interventions in the Regional Performance Improvement Reports begin as the state was told January 1, 2023.

XV. BOARD ANNOUNCEMENTS

Chantele Steffens requested Board Members to join her at the Consumer Advisory Council picnic and the walk-a-mile.

Susan Fortney thanked everyone for the discussions, it was great.

LaMar Fredrick commented on the financial presentation at the Board Orientation as being very informative and a learning experience. It helped me to understand his diagrams further and what we can and cannot do.

Dawn Asper commented I hope one day we don't have to say, "It's okay to not be okay".

Mike Humphries thanked the new Board Members for volunteering their time and for everyone sitting through a 3-hour meeting. We continue to move things forward.

XVII. ADJOURNMENT

LaMar Fredrick moved to adjourn at 8:05pm. Susan Fortney supported. Motion carried unanimously.

Submitted by,

Catherin Bernhold
Secretary Pro-tem

LG/dp 5/2/23



BOARD BYLAWS & POLICY COMMITTEE
Tuesday, April 25, 2023
5:00pm

MAJOR COMMITTEE RESPONSIBILITIES

1. Monitor and maintain the Board Bylaws and Board Governance Policy Manual
2. Review Authority and Regional Policy, Procedures, and Exhibits
3. Make recommendations to the full Board

COMMITTEE MEMBERS

Susan Fortney, Chair; Catherine Bernhold; John Burkardt; Pam Ray; Chantele Steffens; and Michael Humphries (Ex-Officio)

DRAFT MINUTES

I. CALL TO ORDER

Susan Fortney called the meeting to order at 5:00pm. Susan Fortney, John Burkardt, Catherine Bernhold, Chantele Steffens, and Lisa Graham were present. Pam Ray and Mike Humphries were excused.

II. COMMITTEE BUSINESS

- a. Authority Policy, Procedures, and Exhibits (Review/Recommend Approval)

Policies:	N/A
Procedures:	N/A
Exhibits:	N/A

- b. Regional Policies

Policies:	N/A
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III. REVIEW BOARD GOVERNANCE POLICY MANUAL

- a. The committee is in the process of reviewing and amending the Board Governance Policy Manual. Upon completion will be brought to the full Board for review and approval.
 - i. The committee will consider adding a policy specific to Performance Evaluation at their next meeting.

IV. PARKING LOT

- a. Review Board Bylaws

V. AJOURNMENT

The meeting adjourned at 6:23pm.

VI. NEXT MEETING

The Next Meeting of the Board Bylaws & Policy Committee is scheduled for **Tuesday, May 9, 2023** at 5:00pm.

Respectfully submitted,

Susan Fortney (dp)

Susan Fortney
Committee Chair

4/25/23



BOARD BYLAWS & POLICY COMMITTEE
Tuesday, May 9, 2023
5:00pm

MAJOR COMMITTEE RESPONSIBILITIES

1. Monitor and maintain the Board Bylaws and Board Governance Policy Manual
2. Review Authority and Regional Policy, Procedures, and Exhibits
3. Make recommendations to the full Board

COMMITTEE MEMBERS

Susan Fortney, Chair; Catherine Bernhold; John Burkardt; Pam Ray; Chantele Steffens; and Michael Humphries (Ex-Officio)

DRAFT MINUTES

I. CALL TO ORDER

Susan Fortney called the meeting to order at 5:00pm. Susan Fortney, Catherine Bernhold, Chantele Steffens, and Lisa Graham were present. John Burkardt, Pam Ray, and Mike Humphries were excused.

II. COMMITTEE BUSINESS

- a. Authority Policy, Procedures, and Exhibits (Review/Recommend Approval)

Policies:	N/A
Procedures:	N/A
Exhibits:	N/A

- b. Regional Policies

Policies:	N/A
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III. REVIEW BOARD GOVERNANCE POLICY MANUAL

- a. The committee is in the process of reviewing and amending the Board Governance Policy Manual. Upon completion will be brought to the full Board for review and approval.

IV. PARKING LOT

- a. Review Board Bylaws

V. AJOURNMENT

The meeting adjourned at 6:02pm.

VI. NEXT MEETING

The Next Meeting of the Board Bylaws & Policy Committee is scheduled for **Tuesday, June 6, 2023** at 5:00pm.

Respectfully submitted,

Susan Fortney (dp)

Susan Fortney
Committee Chair

5/10/23



BOARD CLINICAL OPERATIONS COMMITTEE
Wednesday, May 10, 2023
5:00pm

MAJOR COMMITTEE RESPONSIBILITIES

- Review and monitor the Strategic Plan of the Authority as it relates to Clinical Programs and Psychological Services.
- Review and make recommendations to the full Board regarding Clinical Programs and Psychological Services.

COMMITTEE MEMBERS

Chantele Steffens, Chair; John Burkardt; Susan Fortney; Pam Ray; and Michael Humphries (Ex-Officio).

DRAFT MINUTES

I. CALL TO ORDER

Chantele Steffens called the meeting to order at 5:00pm. Chantele Steffens, Pam Ray, John Burkardt, Susan Fortney, Lisa Graham, and Crystal Palmer were present. Mike Humphries was excused. Board Members Rebecca Curly, Rebecca Pasko, and Ken Papenhagen attended as guests. 4 other guests attended.

II. CHIEF CLINICAL OFFICER UPDATE

a. Clinical Updates - Attachment A

1. Crystal Palmer presented clinical updates highlighting crisis services, Clubhouse Accreditation, Access to Services Gap Analysis, the ending of the Public Health Emergency (PHE), and the Transition Council.

III. CERTIFIED COMMUNITY BEHAVIORAL HEALTH CLINIC (CCBHC)

- a. The CCBHC Grant is due by May 22, 2023. A team of 10 staff are diligently working on the grant and are in the process of finalizing everything. The goal is to expand services to the under-insured population. The CCBHC will allow those that have moderate to severe conditions that have not been able to get services due to Medicaid, this will allow us to serve them. A primary goal is to increase the number of consumers we serve. Chantele Steffens provided Lisa with a contact from the NATCON Conference. NATCON has someone that can review the grant application and Lisa reached out to this person yesterday. The team has also been in contact with Washtenaw while completing the grant application. Lisa Graham will present the grant to the committee in June.

Monroe CMH applied to the MDDHS Demonstration Project as they are going to allow more CMHs to participate. What will be challenging for us is that you must be compliant in all 9 areas by October 1, 2023. The only 1 out of the 9 that we currently are not doing is the mobile crisis unit but do have a plan and timeframe for July 2023. We are prepping ourselves to develop our prescriber health teams to do vitals. Data will be sent to the state to set a baseline. Once we get the data, we will be linking that data to the consumer's primary care physician or linking the consumer to groups for nutrition, etc. Between the CCBHC Grant and the MDHHS Demonstration Project, we are hopeful.

IV. INFORMATIONAL ITEMS

- a. Benesh Building Expansion Update – During the month of April there were no walk-ins at the Benesh Building and there were 22 scheduled appointments. A receptionist is now at Benesh, and the door is unlocked for walk-ins. When someone calls for their initial appointment with Access, we offer them to come to Raisinville Road or to the Benesh Building.
 1. Chantele Steffens asked if there is room to expand at the Benesh Building if the CCBHC Grant is awarded? Lisa replied that we are looking at how to be more efficient with our space at Raisinville and Benesh as it is centrally located.
 2. Decal signage for Benesh and a larger sign for the Clubhouse will be hung once weather is consistent. Lisa Graham suggested that once signage is complete to schedule a field trip for Board Members to see the building. Lisa is looking forward to publicizing the Clubhouse and the Drop-in Center as you do not have to be a consumer to attend.
 3. Chantele Steffens requested support for Crossroads Clubhouse to become fully accredited and would like quarterly updates as to where they are in the accreditation process.
- b. Service Program Flyers – The clinical team supervisors have created service program flyers specific to their programs. These flyers will be available as a handout with first visit in Access, can be available on our website, and handed out in the community. Chantele Steffens suggested considering a weekly or monthly update to the community. There may be a need for a part-time communications position. Lisa Graham commented she has reached out to Monroe News about writing a monthly column and will also provide updates through RISE which is a TV show through Impact. These can be added to our Facebook page or our website, whichever Revel Marketing Company recommends. We have also started doing radio bits. Pam Ray commented that it is important for the community to know what we can and cannot do.
- c. Mental Health Day – Monroe CMH will be sponsoring a Mental Health Day event on May 20th at the 2/42 church from 11am to 3pm. There will be approximately 8 vendors, 2 obstacle courses, face painting, table games for kids, and a dunk tank. Have donated items for prizes. A punch card will be provided and can be put in a prize bucket of their choice. For the first 400 people there will be hot dogs, chips, and bottled water. We are hoping to get a good turnout for our community.

V. PARKING LOT

- a. FY2022 CMHPSM Annual Submission
- b. CCBHC Grant
- c. Regional and Local Quality Assurance Performance Improvement Plan (QAPIP)
- d. Quarterly Updates on Clubhouse Accreditation

VI. ADJOURNMENT

The meeting adjourned at 6:32pm. The Board Clinical Operations Committee's next meeting is scheduled for **Wednesday, June 7, 2023** at 5pm in the Aspen Room.

Respectfully submitted,

Chantele Steffens (fp)

Chantele Steffens
Clinical Operations Chairperson

BOARD CLINICAL OPERATIONS COMMITTEE MEETING / ATTACHMENT A

Clinical Updates – Crystal Palmer 5/10/23

NOTE: This report includes information for the last several months instead of focusing on the last month.

STAFF

Strategic Plan Goal 1: Recruit and Retain Qualified Staff and Competent Provider Staffing that Meets the Needs of our Community

The Clinical Department still has a few vacancies. As stated in previous months, supervisors continue to support their teams by also carrying a caseload until positions are filled.

As of May 4th, 2023, the Clinical Department has the following position updates:

- Certified Peer Support Services (CPSS) position will be filled tentatively as of 5/15/23 (All peer positions are currently filled for the Adult MI Department)
- Fully staffed for Client Service Manager in the Adult MI Department (Currently one staff on Maternity Leave for the next 12 weeks but the supervisor and staff are covering the caseload until she returns)
- New Jail MAT CPSS position will be filled tentatively as of 5/9/23
- Recruiting for the following positions:
 - Two (2) Adult MI Outpatient Therapist positions
 - One (1) ACT Therapist position
 - Four (4) Mobile Crisis positions (3 Clinicians and 1 CPSS; Currently we are in the hiring process with a Crisis Mobile CPSS and two Mobile Crisis Clinicians)
 - One (1) new Jail Misdemeanor IOP program that was approved to launch with the Opioid Settlement Funds
 - One (1) Evaluation & Access Clinician position due to a Maxim Staffing Agency Temp employee not hiring on as expected.
 - One (1) Home Based Clinician
 - One (1) I/DD Client Service Manager

In an effort to recruit to staff, the Director of Access/Crisis/Diversion attended a job fair at University of Michigan for Social Workers with our Human Resource Department.

LEADERSHIP

Strategic Plan Goal 2: Assure Competent and Accountable Leadership

No Clinical Updates.

COMMUNITY OUTREACH

Strategic Plan Goal 3: Serve as a Responsive and Reliable Community Partner

Critical Incident Stress Management

MCMHA has a Critical Incident Stress Management (CISM) Team. A CISM team provides appropriate crisis intervention tactics during a critical incident. During the month of April, MCMHA along with Chaplain Edwards of the City of Monroe Police Department was deployed to assist a church in need.

BOARD CLINICAL OPERATIONS COMMITTEE MEETING / ATTACHMENT A

Clinical Updates – Crystal Palmer 5/10/23

Community Training and Collaboration

Monroe County Sheriff's Department – During April, the Director of Access/Crisis/Diversion participated in the Monroe County Sheriff's day-long training where he had a two-hour time slot to present on Community Mental Health's role, define a mental health crisis and the process for crisis response, and information on filling out a petition. The training facilitated a conversation on how the two agencies can strengthen partnerships and how to work together to better manage community crisis.

Probate Court - The Director of Access/Crisis/Diversion and his team continue to meet with the Monroe Probate Judges, Judge Lohmeyer and Judge Arnold, to discuss our county's AOT process and how to ensure we are doing our best to meet the community's needs. Per the jurist, they have been adhering to the Michigan Mental Health Code and brainstorming how they can achieve better outcomes with treatment adherence. Judge Lohmeyer plans to present to our staff regarding AOT overview and what makes a good testimony.

ProMedica - The Director of Access/Crisis/Diversion has had meetings with Monroe Promedica Inpatient and Emergency Department to discuss better collaboration and ultimately brainstorm better care of our community members. Discussions regarding improved discharge planning have occurred.

Monroe County Community College (MCCC) Partnership

During the month of April, the Monroe County Community College (MCCC) expressed their satisfaction with the services MCMHA's clinician is delivering to students and faculty. Therefore, they are working to include this contractual position in their annual budget. It should be noted that at this time, the MCMHA clinician is funded through a grant that MCCC applied for.

Transition Council

The Transition Council hosted an event at the Monroe Intermediate School District (ISD) where those receiving services through the ISD were able to attend to learn more about community resources. Monroe Community Mental Health Authority is part of the Transition Council and hosted a table at the event to provide outreach to the community.

Universal Referral

During the month of April, we expanded the use of the universal referral from two (2) providers to six (6) providers. As we pilot the Universal Referral Form program which allows some of our community partners the opportunity to have a quick and easy way to refer individuals, they encounter that they believe to be in need of mental health services. We had a meeting with all involved in the pilot to discuss what is going well, what needs improvement, and educated those involved on what it looks like behind the scenes at Community Mental Health (CMH) when we receive a referral. We also have expanded from just the Opportunity Center at the ALCC and Salvation Army, to included Disabilities Network, Paula's House, Fairview, and Saleh Center.

BOARD CLINICAL OPERATIONS COMMITTEE MEETING / ATTACHMENT A

Clinical Updates – Crystal Palmer 5/10/23

Opportunity Center at the ALCC

During the month of April, Monroe Community Mental Health Authority (MCMHA) enhanced our partnership with the Opportunity Center at the ALCC by placing peers' services within the center on a consistent schedule. Monday through Thursday Certified Peer Support Specialists/Parent Support Partners are at the Center from 12-4pm for anyone interested in meeting. The goal is to assist in linking and coordinating services which includes engaging those who need community mental health services. In April, we participated in several group activities and offered nine (9) 1:1 meeting. Our peers have indicated that they have really been enjoying the opportunity to provide this outreach.

Mental Health First Aid Training

Monroe Community Mental Health Authority (MCMHA) has two (2) staff trained as trainers for Mental Health First Aid (MHFA). In addition, Chaplain Edwards of the City of Monroe Police Department is another trainer that we are working with to provide training to our community. Currently the trainers are meeting to schedule some trainings for some specific community partners who have been identified who need training.

New Directions

Monroe Community Mental Health Authority (MCMHA) receives funds through the Michigan Department of Health and Human Services (MDHHS) to bring awareness to health-based resources in the community and to provide a fun, dynamic learning environment to enrich knowledge of health and wellness activities and practices for those attending the drop-in center. To do so, aspects of health and wellness could be addressed through activities, guest speakers, and other sessions dedicated to one or more of the following: (1) Community Health and Wellness Resources; (2) Medical Professional Guidance; (3) Non-medical Treatment; (4) Healthy Living Practices; and (5) Community Engagement.

MCMHA contracts with New Directions to provide this service. These services were negatively impacted during the COVID-19 pandemic as people were not meeting face to face. Additionally, the location of the drop-in center has been less than desirable to welcome peers into their space. Therefore, MCMHA is now subleasing space at the Benesh Building to New Directions. The hope is that this location will be welcoming and provide easy access to those served in this program allowing the program to expand and recover from the impacts of the pandemic.

New Directions is located on the 2nd floor in Suite 210 of the Benesh Building and current hours of operation are Monday through Friday from 10am-2pm.

FINANCE

Strategic Plan Goal 4: Develop and Implement a Stable yet Agile Financial Strategy that Supports MCMHA's Mission

MCMHA has submitted a second proposal to utilize Opioid Settlement Funds in partnership with Sheriff Goodnough in attempt to boost re-entry efforts and create a team that can serve the re-entry population at a more intensive level than we can currently offer.

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SERVICES

Strategic Plan Goal 5: At All Levels of the Organization, Services Provided Meet the Needs of the Customer

Crossroad Clubhouse – The Crossroad Clubhouse received a one-year conditional accreditation. The following items are required for renewal:

- Rewriting work order day and clubhouse policies to fulfill accreditation recommendations.
- Attend a one-week specialized training in June by a staff member and clubhouse colleague.
- Attend an eight-week specialized tract training beginning in July by a staff member and a clubhouse colleague.
- Attend a two-week comprehensive training in September by the Clubhouse Director, a staff member, and board member.

All training courses are paid for by grants that the Clubhouse has secured through the State of Michigan.

A few other Clubhouse updates are as follows:

- Clubhouse members will also attend the Consumer Advisory Council (CAC) picnic on May 6 at Munson Park.
- The Clubhouse will host a table at the Mental Health Fun Day on May 20th.
- The communications program has been growing. Guests are booked through June 2023.

Peer Led Groups – MCMHA CPSS will be leading two upcoming groups that will rotate once one is completed, the other will start.

The Wellness Recovery Action Plan (WRAP) group is scheduled to start on May 24th and will be held at the Benesh Building each Wednesday for 10 weeks. The group will be led by Danielle Petit and co-facilitated by Cody Fuerst. Referrals are being forwarded for anyone wishing or recommended to attend.

The Whole Health Action Management (WHAM) group is scheduled to begin the week of August 1st. This group will be facilitated by Amy Sieniarecki and co-facilitated by Deanna Ciacelli. This group is also a 10-week group on Wednesdays that will be held at the Benesh Building for any individual that is referred to or wishes to participate.

Gap Analysis

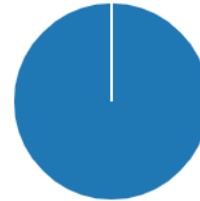
During the summer of 2022, Monroe Community Mental Health Authority (MCMHA) completed a Gap Analysis regarding access to services. It was our desire to improve upon service delivery; therefore, we implemented a work plan in the fall of 2022. One element was to create a survey regarding consumer satisfaction when initially accessing CMH services. In the beginning, we struggled to have the survey completed. One strategy we implemented to engage consumers in completing the survey was a chance to win a gas card. This strategy has allowed us to receive feedback from 7 individuals who received services in the last 45 days. Please see the details of the results below:

BOARD CLINICAL OPERATIONS COMMITTEE MEETING / ATTACHMENT A

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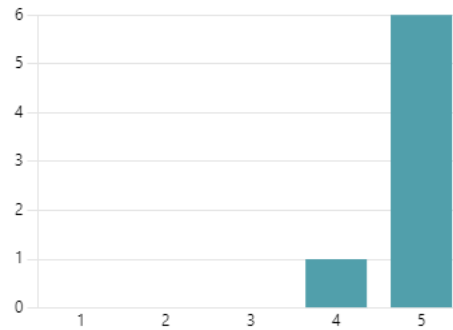
What services were you screened for today?

● Mental Health	7
● Substance Use	0
● Both Mental Health and Substa...	0



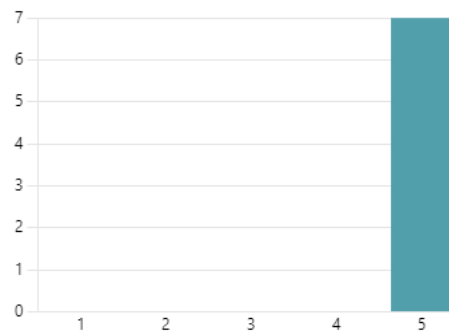
Please rate the ease of accessing services today.

4.86
Average Rating



Please rate the convenience of our hours of service.

5.00
Average Rating

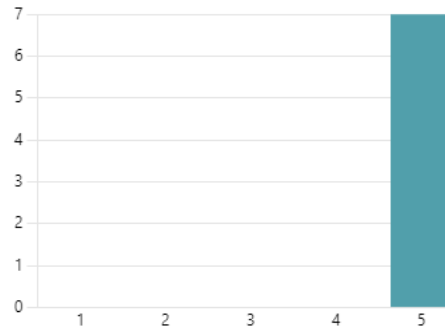


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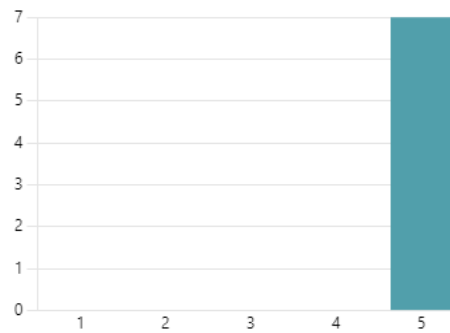
Please rate the convenience of the location of your appointment today.

5.00
Average Rating



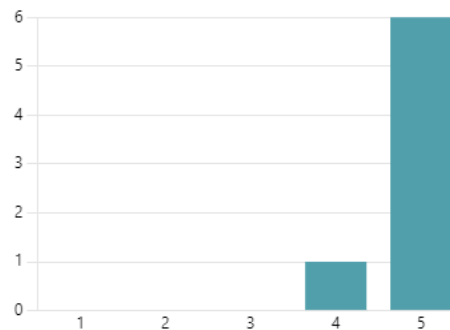
Please rate us on how clearly our services were explained during your visit.

5.00
Average Rating



Please rate the courtesy and friendliness of the staff member who greeted you when you first came in today.

4.86
Average Rating

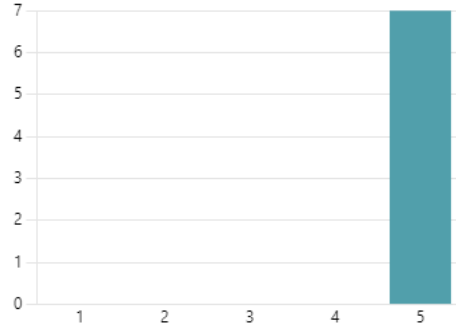


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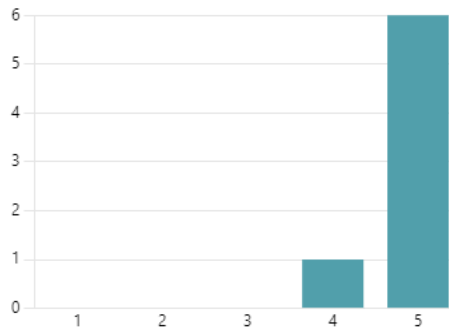
Please rate the helpfulness of the staff member who assessed you today.

5.00
Average Rating



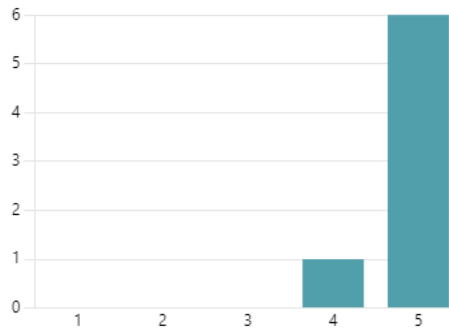
Please rate your opinion on the fairness of our staff (how you feel you were treated in comparison to others).

4.86
Average Rating



Please rate the timeliness of services received today (for instance, waiting time and so forth).

4.86
Average Rating

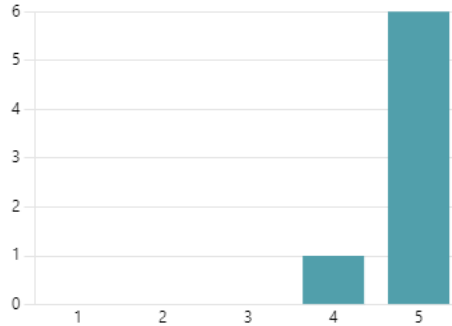


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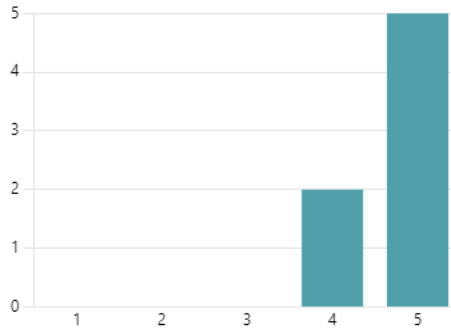
Please rate the quality of the service you received (for instance, did you receive services, if not, were you referred out with contact information).

4.86
Average Rating



Overall, how satisfied are you with your experience today.

4.71
Average Rating



In addition to surveying those who enter into our services, the Clinical Department has been working on creating flyers for all services provided to better explain our services based on the results of the Gap Analysis. There are drafts developed of these flyers and should be finalized in May.

MISCELLANEOUS

Certified Crisis Behavioral Health Clinic (CCBHC)

As stated in the month of April 2023, Monroe Community Mental Health Authority (MCMHA) is applying for the Substance Abuse Mental Health Services Administration (SAMHSA) CCBHC Planning, Development, and Implementation Grant which is due May 22, 2023.

In addition, the Michigan Department of Health and Human Services (MDHHS) announced the CCBHC Demonstration Expansion Opportunity for the State of Michigan. MCMHA will also be applying for this opportunity which is due May 5, 2023.

Behavioral Health Home (BHH)

The Adult Department continues to enroll consumers in the BHH. The Adult Department, which includes those from the Assertive Community Team (ACT) has 37 fully enrolled consumers and 13 additional

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consumers in process. Once these 13 are enrolled, it will put us at 50% of our goal of enrolling 100 consumers by October 1, 2023.

Public Health Emergency

The Public Health Emergency (PHE) from the State of Michigan is scheduled to end on May 12th. The ending of the PHE means the ending of audio only option for virtual services. During PHE the audio only, option was utilized for pre-screening assessments for inpatient psychiatric hospital services and for screening/biopsychosocial (BPS). We have coordinated with ProMedica Monroe Emergency Room (ER) to utilize a tablet for video telehealth pre-screening assessments. Should we receive a request from an out-of-county ER, we will complete the pre-screen utilizing audio only and not mark the assessment as “billable” which is the same way this was completed before the PHE. This also means that all BPS assessments will be done either in person or via video virtual appointment (no phone). Access will likely be returning to completing many of our eligibility screenings via phone and have these screenings be “non-billable” as was the practice before the PHE. To clarify, when someone comes in the door or calls for services, there is a 2-part process to get their case open should they qualify. First, we need a screening to gather basic information to see if they might meet eligibility for services and if we believe they might, we move forward into a biopsychosocial assessment to complete the intake.



BOARD EXECUTIVE COMMITTEE
Wednesday, May 17, 2023
6:00pm

MAJOR COMMITTEE RESPONSIBILITIES

1. Form agenda for monthly meetings.
2. Monitor long term effectiveness of the Board and Board Committees.

COMMITTEE MEMBERS

Susan Fortney Michael Humphries

I. CALL TO ORDER

Mike Humphries called the meeting to order at 6:00pm. Mike Humphries, Susan Fortney, and Lisa Graham were present.

II. REVIEW OF THIS MONTH'S BOARD MEETING

- a. Board Agenda – Reviewed
- b. Presentation – No presentation for May

III. ITEMS FOR DISCUSSION

IV. ACTION ITEMS FOR FUTURE BOARD MEETING AGENDA

- a. May – Election of Officers / PIHP Board
- b. Jun – Committee Sign Up
- c. Jul – Committee Appointments

V. AJOURNMENT

The meeting adjourned at 6:18pm.

VI. NEXT MEETING

The Next Meeting of the Executive Committee is scheduled for **Wednesday, June 21, 2023** at 6:00pm.

Respectfully submitted,

Mike Humphries (dp)

Mike Humphries
Board Chairperson

5/18/23



BOARD PERFORMANCE EVALUATION COMMITTEE

Tuesday, May 9, 2023

6:00pm

MAJOR COMMITTEE RESPONSIBILITIES

1. Compile quarterly performance measures for Chief Executive Officer.
2. Compile quarterly performance measures for the Board.

COMMITTEE MEMBERS

Board Chair
Board Vice Chair
Business Operations Chair
Bylaws & Policy Chair
Clinical Operations Chair

DRAFT MINUTES

I. CALL TO ORDER

The meeting was called to order by Mike Humphries at 5:00pm. Mike Humphries, Susan Fortney, LaMar Frederick, and Chantele Steffens were present. Lisa Graham was excused.

II. CHIEF EXECUTIVE OFFICER PERFORMANCE EVALUATION

- a. The committee reviewed the Chief Executive Officer's Self Evaluation.
- b. The committee reviewed 360 Survey Feedback and Written Responses from:
 - i. PIHP
 - ii. Direct Reports
 - iii. Board Members
 - iv. Community Partners
- c. The committee reviewed the Chief Executive Officer's contract.

III. NEXT STEPS

- a. Develop an overall performance evaluation summary with recommendations.

IV. ADJOURNMENT

The meeting adjourned at 7:00pm. The next meeting is scheduled for Saturday, May 13, 2023 beginning at 8:00am.

Respectfully submitted,

Michael Humphries (dp)

Mike Humphries
Performance Evaluation Committee Chair

5/10/23



BOARD PERFORMANCE EVALUATION COMMITTEE

Saturday, May 13, 2023

8:00am

MAJOR COMMITTEE RESPONSIBILITIES

1. Compile quarterly performance measures for Chief Executive Officer.
2. Compile quarterly performance measures for the Board.

COMMITTEE MEMBERS

Board Chair
Board Vice Chair
Business Operations Chair
Bylaws & Policy Chair
Clinical Operations Chair

DRAFT MINUTES

I. CALL TO ORDER

The meeting was called to order by Mike Humphries at 8:00am. Mike Humphries, Susan Fortney, and Chantele Steffens were present. LaMar Frederick and Lisa Graham were excused.

II. CHIEF EXECUTIVE OFFICER PERFORMANCE EVALUATION

- a. The committee discussed the Performance Evaluation and recommendations.

III. NEXT STEPS

- a. Develop an overall Performance Evaluation Summary with recommendations.

IV. ADJOURNMENT

The meeting adjourned at 10:00am. The next meeting is scheduled for Tuesday, May 16, 2023 beginning at 5:00pm.

Respectfully submitted,

Michael Humphries (dp)

Mike Humphries
Performance Evaluation Committee Chair

5/15/23



BOARD PERFORMANCE EVALUATION COMMITTEE

Tuesday, May 16, 2023

5:00pm

MAJOR COMMITTEE RESPONSIBILITIES

1. Compile quarterly performance measures for Chief Executive Officer.
2. Compile quarterly performance measures for the Board.

COMMITTEE MEMBERS

Board Chair
Board Vice Chair
Business Operations Chair
Bylaws & Policy Chair
Clinical Operations Chair

DRAFT MINUTES

I. CALL TO ORDER

The meeting was called to order by Mike Humphries at 5:04pm. Mike Humphries, Susan Fortney, LaMar Frederick, and Chantele Steffens were present. Lisa Graham were excused.

II. CHIEF EXECUTIVE OFFICER PERFORMANCE EVALUATION

- a. The committee created an overall Performance Evaluation summary with recommendations.

III. NEXT STEPS

- a. Meet with Chief Executive Officer to review the overall Performance Evaluation summary.

IV. ADJOURNMENT

The meeting adjourned at 7:00pm. The next meeting is scheduled for Tuesday, May 23, 2023 beginning at 5:00pm.

Respectfully submitted,

Michael Humphries (dp)

Mike Humphries
Performance Evaluation Committee Chair

5/17/23