



MONROE COMMUNITY MENTAL HEALTH AUTHORITY

BOARD MEETING

December 10, 2024 – 6:00 p.m. / Aspen Room

Draft Agenda

BOARD GUIDING PRINCIPLES:

- 1.1 Monroe Community Mental Health Authority (“Authority”) exists to help individuals with mental illnesses and/or intellectual/developmental disabilities so they can live, work, and play in their communities to their fullest potential. As a Certified Community Behavior Clinic (CCBHC), the Authority will provide mental health and/or substance use care/services, regardless of ability to pay, place of residence, or age, including developmentally appropriate care for children and youth.
- 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 service 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; 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.

CITIZEN RULES OF CONDUCT:

- a. In order for our Board to move efficiently through the meeting agenda, we ask that everyone present conduct themselves respectfully and with decorum. Anyone who chooses not to comply with this will be asked to leave the building.

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.

I.	Call to Order	<u>Guide</u> 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 November 20, 2024 Board Meeting and waive the Reading Thereof	02 min
VI.	Board Meeting Evaluation Report (<i>handout</i>)	02 min
VII.	Public Comments <i>“The Board will listen respectfully to public comments but will not respond directly during the meeting. You can expect a follow up contact from the Chief Executive Officer or representative within 24 hours if your comment is about a specific problem or complaint. Comments shall be limited to 3 minutes”.</i>	03 min/person
VIII.	Items for Board Consideration a. Service Contracts b. Administrative Contracts	10 min
IX.	Finance Report a. Year in Review i. 2024 Highlights ii. 2025 Looking Forward	30 min

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| X. | New Business | 00 min |
| XI. | Public Comments | 03 min/person |
| XII. | Board Member Announcements | 03 min/person |
| XIII. | Adjournment | 01 min |

The next regular scheduled meeting for the Monroe Community Mental Health Authority Board of Directors is on Wednesday, December 18, 2024 beginning at 6:00pm in the Aspen Room.

LG/dp 2:35 p.m.



**BOARD OF DIRECTORS REGULAR MEETING MINUTES
November 20, 2024**

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

Excused: Pam Ray

Absent:

Staff: Lisa Graham

Guests: 7 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

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 November 13, 2024 BOARD MEETING AND WAIVE THE READING THEREOF

Rebecca Pasko moved to approve the minutes for the November 13, 2024 Board Meeting and waive the reading thereof. Catherine Bernhold supported. Motion carried unanimously.

VI. BOARD MEETING EVALUATION REPORT

Board members reviewed the meeting evaluation from October 23, 2024 and discussed comments.

VII. PUBLIC COMMENTS

There were no citizen comments.

VIII. PRESENTATIONS, RECOGNITION, AND CELEBRATIONS

- a. Clinical Report – Crystal Palmer presented the Clinical Report that contained data from August through October, highlighting:
 - i. MCMHA continues to recruit and hire staff for current vacancies, which is 13 at this time. Two vacancies are newly created positions.
 - ii. The clinical leadership team continues to focus on Compassionate Accountability and will be completed in January 2025.
 - iii. There were 76 universal referrals made in August, September, and October. 66% received some type of follow-up, services authorized, etc. 12% declined any further intervention, and 22% MCMHA either didn't have enough information for follow-up or no response. Two partners were added to the pilot.
 - iv. Certified Peer Support Specialists (CPSS) continue to provide support at the ALCC. The CPSS did engage in 43 programs/activities and five (5) 1:1 meeting during the months of August, September, and October.
 - v. Crisis Mobile was deployed 159 times in August, September, and October, which averaged 1.5 hours of face-to-face interaction time.
 - vi. The average response time for Crisis Mobile was approximately 16.46 minutes which is likely due to 48% of the calls being in 48161 and 48162 zip codes.
 - vii. There were multiple referral sources for Crisis Mobile; 50% were from the Monroe County Sheriff's Department and Monroe City Police; other sources were from Access Dept/CMH, and self-referral.
 - viii. Enrollment for the CCBHC has increased by 74 members over the last 3 months. This is a 3.5% increase in enrollment from the previous report.
 - ix. The data for incoming calls being answered is at 98% for FY24, which meets MCMHA's goal of 95%.
 - x. The Clubhouse received the Collaboration Innovation Prevention Grant for FY25.
 - xi. There were 670 appointments scheduled for the Benesh Building in FY24 with 79% occurring in the office.

- b. Operations Report – Bridgitte Gates presented the Operations Report highlighting:
 - i. Revel Marketing: Community Awareness Campaign, Facebook Like Campaign, ongoing website upkeep and internal newsletter.
 - ii. MCMHA Town Hall was successful. Alan Bolter, Associate Director from Community Mental Health Association of Michigan (CMHAM) presented a state update. Consumer awards were presented.
 - iii. The Giving Tree will be available in the main lobby from December 1st through January 2nd or until donations run out. Staff donate items of warmth to those we serve. Scarfs, hats, mittens/gloves, coats, socks, and boots are collected for the giving tree if board members would like to donate.
 - iv. Pulse for Good kiosk data from September and October were presented. MCMHA consistently receives above four stars out of five for consumer satisfaction.
 - v. MCMHA Performance Indicator Survey for external providers shows staff retention continues to remain above 80%, considering the greatest challenge has been retention and recruitment. Training compliance continues to be above 95%. New Directions will be moving from the 2nd floor to the 1st floor at the Benesh Building. New Directions is seeing an increase in walk-ins and referrals.
 - vi. Grievance data for September and October were presented.

- c. FY2024 CCBHC Quality Metrics Report – Lisa Graham presented the CCBHC Quality Metrics. MCMHA met a little over half of the indicators, four were met easily. Six of the metrics have bonus dollars attached from the state. Lisa applauded the teams, as this is the first year Monroe CMH became a CCBHC and were actively putting the indicators into place. We will continue to run the data as the bonus dollars are not awarded until March 2025.

LaMar Frederick asked how Monroe CMH is doing compared to other CCBHC's in the state of Michigan. Lisa Graham commented that we do talk to other CCBHC's within the state however there isn't a central place to compare data.

IX. BOARD COMMITTEE REPORTS

- a. **Committee Chair Reports**
 - i. **Executive** – The Executive Committee met to review the next Board Meeting agenda.
- b. **Motion to Place on File all Written Committee Reports**

Catherine Bernhold moved to place on file all written committee reports. Susan Fortney supported. Motion passed unanimously.

Committee Reports placed on file: Executive – November 13, 2024.

X. ITEMS FOR BOARD CONSIDERATION

- a. **Motion to Approve the Consent Agenda Less Item _____.**
 - i. Service Contracts as Presented
 - ii. Administrative Contracts as Presented

LaMar Frederick moved to approve the consent agenda as presented. Ken Papenhagen supported. Roll call: Staelgraeve, Papenhagen, Stoner, Asper, Pasko, Fortney, Humphries, Burkardt, Frederick, Curley, and Bernhold; opposed: none; motion carried unanimously.

- b. **Motion to Approve up to Three Board Members to Attend the Winter, Spring, Fall CMHAM Conferences and the National Council NATCON25 Conference**

John Burkardt moved to approve up to three board members to attend the Winter, Spring, and Fall CMHAM Conferences and the National Council NATCON25 Conference. Becca Curley supported. Discussion followed. Roll call: Staelgraeve, Papenhagen, Stoner, Asper, Pasko, Fortney, Humphries, Burkardt, Frederick, Curley, and Bernhold; 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: EOC2000 Emergency Preparedness Plan
- ii. Procedure: EOC2000-P1 MCMHA Emergency Preparedness Plan
EOC2000-P2 Nuclear Emergency Management-Fermi II
- iii. Exhibit: EOC2000-E3 Monroe County Emergency Management Plan Annex L
EOC2000-E4 DTE Emergency Preparedness Booklet
EOC2000-E5 PFS-CISM Team
EOC2013-E3 Fire Emergency Drill Form – Non-Residential
- iv. Rescind: N/A
- v. Relocate: N/A

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

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

- i. Policy: RR8041 Assessment and Authorization of Community Living Supports (CLS) Services
PI6009 Incident Reporting
POC7062 Timeliness of Service Provision and Documentation
- ii. Exhibit: N/A

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

XII. RELATIONSHIP WITH THE REGION, COUNTY, AND OTHERS

- a. Regional PIHP Special Board Meeting Minutes – the minutes from the October 30, 2024 PIHP Special Board Meeting were included in the Board Packet. LaMar Frederick commented that it was a special meeting for litigation and cannot comment.

- b. CMAHM Policy and Legislation Committee Report – Rebecca Pasko stated that the committee mostly covered what happened in the election and what the impact may be. Rebecca commented on a bill that may benefit CMH, where they may drop the license exam for social workers. The discussion was that if the exam was dropped, supervision would be extended. There has been a lot of kickback for dropping the exam. Right now, the bill is at risk as there are only 8 days left in the current administration. Once the new folks come in, all the bills need to start over again. There is likely not enough time for this bill to pass. The Conflict Free Access bill is stalled. Discussion took place on ABA rates as well. It is up in the air if anything else will get done this year.

XIII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- a. Chief Executive Officer's Report Included an Update on: Dr. Jaswant Bagga to serve as Interim Medical Director, effective January 10, 2025; MCMHA Professional Development Day/Holiday Event; National Core Indicator Survey; River Raisin Clubhouse; Non-Medicaid/General Fund; Community Coalition; and Board of Directors Holiday Dinner.

XIV. NEW BUSINESS

There was no new business.

XV. PUBLIC COMMENTS

There were no citizen comments.

XVI. MOTION TO GO INTO CLOSED SESSION FOR PURPOSES OF COLLECTIVE BARGAINING PURSUANT TO SECTION VIII (c) OF THE OPEN MEETINGS ACT

Ken Papenhagen moved to go into Closed Session for purposes of Collective Bargaining pursuant to Section VIII (c) of the Open Meetings Act. Deb Staelgraeve supported. Roll call: Staelgraeve, Papenhagen, Stoner, Asper, Pasko, Fortney, Humphries, Burkardt, Frederick, Curley, and Bernhold; opposed: none; motion carried unanimously.

The Board went into Closed Session at 7:32pm.

The Board went back into Open Session at 7:43pm.

Motion to Approve a new Collective Bargaining Agreement between Monroe Community Mental Health Authority and AFSCME Michigan 925 for the Period Covering 10/1/2024 through 09/30/2027.

LaMar Frederick moved to approve a new Collective Bargaining Agreement between Monroe Community Mental Health Authority and AFSCME Michigan 925 for the period covering 10/1/24 through 09/30/27. Ken Papenhagen supported. Roll call: Staelgraeve, Papenhagen, Stoner, Asper, Pasko, Fortney, Humphries, Burkardt, Frederick, Curley, and Bernhold; opposed: none; motion carried unanimously.

Approval of the mirroring of the same compensation package afforded to bargaining unit staff in the new collective agreement to all full-time non-union staff in the following manner:

- **Three- and one-half percent (3.5%) increase to base wages annually over the next three fiscal years**
- **Retroactive pay for the current fiscal year to 10/01/2024**
- **A \$500.00 one-time bonus (\$250 for permanent part-time positions working 20 hours per week or more)**
- **The addition of one floating holiday beginning calendar year 2027**

LaMar Frederick moved to approve the mirroring of the same compensation package afforded to bargaining unit staff in the new collective agreement to all full-time non-union staff in the following manner:

- Three- and one-half percent (3.5%) increase to base wages annually over the next three fiscal years
- Retroactive pay for the current fiscal year to 10/01/2024
- A \$500.00 one-time bonus (\$250 for permanent part-time positions working 20 hours per week or more)
- The addition of one floating holiday beginning calendar year 2027

Naomi Stoner supported. Roll call: Staelgraeve, Papenhagen, Stoner, Asper, Pasko, Fortney, Humphries, Burkardt, Frederick, Curley, and Bernhold; opposed: none; motion carried unanimously.

XVII. BOARD MEMBER ANNOUNCEMENTS

Deb Staelgraeve mentioned the Holiday Tree Lighting downtown Monroe is Friday evening. The fun begins at 5:30pm and the tree lighting is at 7:00pm.

Board Members wished everyone a Happy Thanksgiving.

Mike Humphries thanked everyone for all they do, and is looking forward to seeing board members and leadership at the holiday dinner.

XVIII. ADJOURNMENT

Mike Humphries adjourned the meeting at 7:51pm.

Submitted by,

Catherine Bernhold
Board Secretary

LG/dp
11/26/24

MCMHA Board Action Request Mental Health Service Contract(s) / Amendments	FY 2024-25	December 10, 2024
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Action Requested: Approval Requested for the Mental Health Service Contracts Listed Below:

Provider Name	Contract Term	Service Description(s) include	CPT code	FY 22-24 Rate/Unit	FY 24-26 Rate/Unit	Additional Information/ Background
Hospitals:						
Ismail B. Sendi, MD PC DBA New Oakland Child & Family Services	12/1/24-9/30/26	Partial Hospitalization	0912	\$350.00 per diem	\$370.00 per diem	
Michigan BH JV LL DBA Beaumont Behavioral Hospital	1/1/25-9/30/26	Inpatient hospitalization	0100		\$1,066.00 per diem - year 1 \$1,097.98 per diem - year 2	3% increase for year 2 of agreement
		Inpatient hospitalization - Geriatric specialty unit	0100 CD		\$1,118.00 per diem - year 1 \$1,151.54 per diem - year 2	
Community Living Supports/Supported Empl/Respite						
Residential Opportunites Inc	10/1/24-9/30/25	Mental health service plan development by non-physician Behavior treatment plan	H0032	\$79.61 per encounter	\$79.61 per encounter	
			H2000	\$388.75 per encounter	\$388.75 per encounter	
Choices with self determination LLC	10/1/24-9/30/25	Skill Building	H2014	\$3.88 per 15 minutes	\$4.20 per 15 minutes	
			UN	\$1.94 per 15 minutes	\$2.10 per 15 minutes	
			UP		\$1.40 per 15 minutes	
			UQ		\$1.05 per 15 minutes	
			UR		\$.84 per 15 minutes	
			US		\$.70 per 15 minutes	
Arkay Inc Choices with Self Determination LLC CHS Group LLC Life Enrichment Academy Inc	10/1/24-9/30/26	Supported Employment	H2023 1Y, 2Y, 3Y, 4Y	\$5.16 per 15 minutes	\$6.34 per 15 minutes	
			H2023		\$6.34 per 15 minutes	
			UN		\$3.17 per 15 minutes	
			UP		\$2.12 per 15 minutes	
			UQ		\$1.59 per 15 minutes	
			UR		\$1.27 per 15 minutes	
			US		\$1.06 per 15 minutes	
H2025	\$5.16 per 15 minutes	\$6.34 per 15 minutes				
Community Living Network	01/01/25-9/30/26	Enhanced pharmacy	T1999			Based on the individual item
Mastrofrancesco Inc	12/1/24-9/30/26	Respite care	H0045	\$76.84 per diem	\$175.74 per diem	
Autism/Waiver Services						

RECOMMENDATION: As reviewed by the MCMHA Board of Directors at their December 10, 2024, approval of the contract(s) listed on the MCMHA Board Action Mental Health Administrative Contract(s) / Amendments on or before December 18, 2024.

MCMHA Board Action Request Mental Health Administrative Contract(s) / Amendments	FY 2024-25	December 10, 2024
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Action Requested: Approval Requested for the Mental Health Administrative Contracts Listed Below:

Contractor name	Department	Request	Budget	Contract Term	Service Description
Dr. Bagga	PHS		\$220 per hour up to 40 hours per week	1/6/24-9/30/26	In the absence of a Medical Director, Dr. Bagga has agreed to be the Interim Medical Director.

RECOMMENDATION: As reviewed by the MCMHA Board of Directors at their December 10, 2024, approval of the contract(s) listed on the MCMHA Board Action Mental Health Administrative Contract(s) / Amendments on or before December 18, 2024.

Year in Review

2024 Highlights

- Stood up a new accounting system - Business Central (BC).
 - Digitization of invoice receipt, entry, and approval in BC.
 - Department head approval in the system instead of a manual/paper process
 - Virtually eliminating unpaid invoices and payment delays that existed previously.
 - Transferring most vendors to ACH to streamline payment and timeliness.
 - Integrating the CRCT with BC to eliminate manual entry.
 - Bank reconciliations are now done in the system instead of manually.

- Successfully implement the Standard Cost Allocation (SCA) model
 - Working with HR/Payroll to setup the payroll system to allow for functionality and compliance with the model.
 - Complete chart of accounts restructuring to align with SCA.

- Completion of the 2023 audit with a clean audit opinion on the financial statements.

- Navigated the 2023 Medicaid deficit with a projected surplus in 2024.

- On-time submission of our final Financial Status Report (FSR) and Encounter Quality Initiative (EQI) report.

- New banking and credit card options.
 - Credit cards are now streamlined in the Chase platform for timely payment.
 - Each credit card is tied to a user and an acknowledgement signed to establish accountability.

- CCBHC
 - Successfully standup the CCBHC model from a finance perspective.
 - Enrollment of clinicians not previously enrolled before CCBHC.
 - Contracting with third parties including Medicare.

- Standardizing claims processes, provider interactions and claims edits.
 - Enhancing claims edits to ensure accuracy.

- Converting grants to fee-for-service (FFS) models for both FY24 and FY25.

Year in Review

2025 - Looking Forward

- Continue to develop Business Central (BC).
 - Increased budget to actual monitoring at the service level .
 - Digitize the requisition and purchasing function as part of the BC system.

- Provider Network
 - Successful advocacy for increased CLS/H2015 rate by \$.75.
 - Continued advocacy for higher rates and stabilization.
 - Development and adherence to standard policies and practices for all provider claims.
 - Purchase group homes to bring people back from out-of-county when appropriate.

- CCBHC
 - Successfully stood up a DCO for mental health services. Continuing to explore SUD options .
 - Continued focus on non-Medicaid costs and how to limit losses.

- Procedure and process improvements
 - Develop credit card processing software and procedure for payments from people served.
 - Continue to enhance our credit card purchasing platform through Chase.

- Continued focus and advocacy at the State level for eligibility issues.
 - Plan First
 - Spenddown delays
 - HAB Waiver issues.

- Board financial information
 - Revise financial and contract reporting to summarize and add clarity.
 - Provide more information to the board to offer financial transparency such as check registers.