



**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 1<sup>st</sup> through January 2<sup>nd</sup> 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 2<sup>nd</sup> floor to the 1<sup>st</sup> 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