

Branch County Community Mental Health Authority

Minutes of the November 24, 2020 Zoom Meeting 6:00 p.m.

Members Present: Ericka Kruszka, Bing Johnson, Jon Houtz, Joe Scheid, Tom Schmelzer, Tracy Richer, and John Wellet

Staff Present: Sue Germann, Kim Molnar, Tammy Winchell, Sue Enos, Jason Porter and Jean Weber

Chairman Tom Schmelzer called the meeting to order at 6:01 p.m.

Approval of the Agenda: Motion was made by Bing Johnson and supported by Jon Houtz to approve the agenda as presented. Roll Call Vote: Ericka Kruszka-Yes, Bing Johnson-Yes, Joe Scheid-Yes, John Wellet-Yes, Jon Houtz-Yes, Tracy Richer-Yes, Tom Schmelzer-Yes. Motion carried.

Minutes of the October 27, 2020 Meeting: A motion was made by Jon Houtz and supported by Ericka Kruszka to approve the minutes of the October 27, 2020 meeting and put them on file. Roll Call Vote: Ericka Kruszka-Yes, Bing Johnson-Yes, Joe Scheid-Yes, John Wellet-Yes, Jon Houtz-Yes, Tracy Richer-Yes, Tom Schmelzer-Yes. Motion carried.

CEO Report:

Pines Update:

- **Board Appointments:** Jon Houtz has been named the County representative and Leonard Kolcz the alternate; Bing Johnsons resume has been submitted for reappointment
- **Rights Officer:** Jason Porter, Recipient Rights Officer attended board meeting and introduced himself and shared his background with the Board.
- **Virtual Meetings:** At this time, we plan to go back to face to face Board Meetings in January 2021. We have enough room in the board room to accommodate safe distancing. We will ask public to register to see if we have enough room to accommodate in board room or if we will sign them up for virtual attendance.
- **Pines Staffing:** Currently we have nine staff either positive or in quarantine. Consumers continue to have choice of what type of session they choose and most are choosing phone and virtual. Also it was announced that Finance Officer, Robbin Wilber will be retiring the end of March and we will begin advertising for this position.

SWMBH:

- **SWMBH:** Still meeting virtually, next meeting in December. The new budget is being approved a few months at a time; review of SUD reimburse change was discussed.

MDHHS Update:

- Many lawsuits have been filed on how to arrange mental health services; all PIHP's have been asked to respond with data on community living supports in group format or in the home

Case Management Report:

- Kim Molnar reported that we have filled one case manager position and have a contingent offer out to another.

Utilization Management:

- Tammy Winchell reviewed the hospitalization statistics for October 2020.

Outpatient Department:

- Jean Weber reported that Mandy Hudson has taken a position as Outpatient Therapist and Amber Reynolds will begin her OP Therapist position on December 21, 2020; Shannon Lester and Alan Reifert have resigned; a new intern will begin on November 30, 2020; Amy Glover began employment one week ago as Recovery Coach. Much emphasis currently on training new staff.

Board Reports

Personnel Committee: Committee met on November 24, 2020 and discussed the following;

- Management Guidelines
- Update on Staffing
- Children Mobile Crisis Team began on November 23, 2020.

Finance Committee: Committee met on November 23, 2020. Budget: \$15,909,892.

The financial report for the period ending October 31, 2020 was presented and reviewed. This represented 8% of the fiscal year. Revenue was at 8% while expenditures were at 7%. The committee recommended and a motion was made by Tracy Richer and supported by Jon Houtz that the Board take action to approve the financial report as presented. Roll Call Vote: Ericka Kruszka-Yes, Bing Johnson-Yes, Joe Scheid-Yes, John Wellet-Yes, Jon Houtz-Yes, Tracy Richer-Yes, Tom Schmelzer-Yes. *Motion carried.*

Recipient Rights Committee: Committee will meet on December 8, 2020 to review the annual report and present it to the Board for approval.

Old Business: None

New Business:

- Board Meeting December: Discussion held and a Board meeting is needed to approve the Annual Recipient Rights Report. A motion was made by Jon Wellet and supported by Ericka Kruszka to hold a Board Meeting on December 8, 2020 at 12:30 p.m. Roll Call Vote: Ericka Kruszka-Yes, Bing Johnson-Yes, Joe Scheid-Yes, John Wellet-Yes, Jon Houtz-Yes, Tracy Richer-Yes, Tom Schmelzer-Yes. *Motion carried.*

Adjournment: Motion was made by Jon Houtz and supported by Bing Johnson that the meeting be adjourned at 6:40p.m. Roll call: Ericka Kruszka-Yes, Bing Johnson-Yes, Joe Scheid-Yes, John Wellet-Yes, Jon Houtz-Yes, Tracy Richer-Yes, Tom Schmelzer-Yes. Motion carried.

Sue Enos, Recorder