

Branch County Community Mental Health Authority

Minutes of the September 28, 2021 Zoom Meeting 6:00 p.m.

Members Present: Tom Schmelzer, Gina Wright, Wendy Salyer, Joe Scheid, Antar Nassar, Jay Gallagher and John Wellet.

Staff Present: Sue Germann, Sue Enos, Tammy Winchell, Jean Weber, Tim Brown, Jessica Singer, and Angel Wilkins.

Chairman Tom Schmelzer called the meeting to order at 6:02 pm.

Approval of the Agenda: Motion was made by Wendy Salyer and supported by Jay Gallagher to approve the agenda as presented. Roll Call Vote: Tom Schmelzer-yes, Gina Wright-yes, Jay Gallagher-yes, Joe Scheid-yes, Wendy Salyer, Antar Nassar and John Wellet-yes. Motion carried.

Minutes of the August 25, 2021 Meeting: A motion was made by Wendy Salyer and supported by Jay Gallagher to approve the minutes of the August 25 ,2021 meeting and put them on file. Roll Call Vote: Tom Schmelzer-yes, Gina Wright-yes, Jay Gallagher-yes, Joe Scheid-yes, Wendy Salyer, Antar Nassar and John Wellet-yes. Motion carried.

Public Comments: None

Budget Hearing:

A motion was made by John Wellet with support by Wendy Salyer to close the regular board meeting to allow for a Budget Hearing on the Proposed Fiscal Year 2022 budget. Roll call vote to close the regular board meeting and open the Budget Hearing. Roll Call Vote: Tom Schmelzer-yes, Gina Wright-yes, Jay Gallagher-yes, Joe Scheid-yes, Wendy Salyer, Antar Nassar and John Wellet-yes Motion carried.

Tim Brown and Sue Germann went through and described the proposed 2022 draft budget in the amount of \$16,981,893. There will be an amendment in the future as we do not have the final rates yet from the State. There were no general public comments. Some board members requested clarification of line items.

A motion by John Wellet and supported by Wendy Salyer to close the draft budget hearing, and return to the regular Board meeting: Roll call vote: Tom Schmelzer-yes, Gina Wright-yes, Jay Gallagher-yes, Joe Scheid-yes, Wendy Salyer, Antar Nassar and John Wellet-yes. Motion carried.

CEO Report:

Board Education: Angel Wilkins, Housing Resource Specialist reviewed with the Board the different grants and funding our agency receives for housing services. She explained the different programs and requirements Branch County residents must meet to be able to use the different funds.

Pines Update:

- **PCE:** October 1, 2021 the agency will go live with the new EMR software PCE.
- **Healthcare Policy Forum:** This Friday there will be a presentation of the mental health privatization plans proposed by Shirkey and Whiteford.

- **SAMHSA Grant:** This grant has been received and it is intended to increase staff capacity to serve our current priority population. Discussion took place how this grant is different from the CCBHC grant.
- **DHHS Project:** Today we received an email announcing that Branch County Mental Health is one of five areas participating in a new project that the Children's Service Agency at MDHHS is launching this fall to strengthen connections to mental and behavioral health services for children entering foster care.

MDHHS Update

- Psychiatric bed availability is still an issue. Incompetent to stand trial individuals get priority when a state hospital bed is available. State currently working on a five-year plan which would include that each state hospital would have an ABA unit.

SWMBH: Focus is finalizing budgets.

Department Reports:

Case Management: Kim reported that we are currently advertising for a SU Case Management position

Utilization Management: Tammy Winchell reviewed stats for August 2021 regarding hospitalizations that included prescreens completed, what hospitals clients were hospitalized at, the diagnosis at the time of the crisis screen and the recidivism rates.

Outpatient Services: Jessica Singer reviewed the duties of the Access Department with the Board.

CCBHC: Jean Weber reviewed statistics of services provided by the Mobile Crisis Team, the benefits of the program and how it is making a difference in the community. We currently have two positions open for master level clinicians that we are trying to fill.

Board Reports

Personnel Committee: met on September 21, 2021 and discussed personnel related issues. No action needed.

Finance Committee: Committee met on September 24, 2021. Budget: \$15,909,892.

- The financial report for the period ending August 31, 2021 was presented and reviewed. This represented 92% of the fiscal year. Revenue was at 92%, while expenditures were at 74%. Checks were reviewed as were comparable expenses and financial trends. The financial report was reviewed and the committee recommends and John Wellet makes the motion to approve the Finance Report ending August 31, 2021 and supported by Jay Gallagher. Roll Call Vote: Tom Schmelzer-yes, Gina Wright-yes, Jay Gallagher-yes, Joe Scheid-yes, Wendy Salyer, Antar Nassar and John Wellet-yes. *Motion carried.*
- Line item adjustments totaling \$122,600 were presented and reviewed. A motion was made by John Wellet and supported by Jay Gallagher to approve the line item adjustments. Roll Call Vote: Tom Schmelzer-yes, Gina Wright-yes, Jay Gallagher-yes, Joe Scheid-yes, Wendy Salyer, Antar Nassar and John Wellet-yes. *Motion carried.*

- Tim presented the proposed budget for FY22. A motion was made by John Wellet and supported by Wendy Salyer to approve the 2022 proposed budget as presented in the amount of \$16,981,893. Roll Call Vote: Tom Schmelzer-yes, Gina Wright-yes, Jay Gallagher-yes, Joe Scheid-yes, Wendy Salyer, Antar Nassar and John Wellet-yes . Motion carried.

Program Committee: Committee met on September 27, 2021 and discussed the following;

- CCBHC Updates;
- New SAMHSA Grant
- Family Drug Court
- Update on building space expansion

Old Business: None

New Business: The fall conference will be held on October 26-27 which is our Board meeting date. It was decided to not have a Board meeting in October and hold the next Board meeting in November. Discussion held on when to hold committee meetings.

Public Comments: None

Adjournment: Motion was made by John Wellet and supported by Wendy Salyer that the meeting be adjourned at 7:04 p.m. Roll Call Vote: Tom Schmelzer-yes, Gina Wright-yes, Jay Gallagher-yes, Joe Scheid-yes, Wendy Salyer, Antar Nassar and John Wellet-yes. Motion carried

Sue Enos, Recorder