

Branch County Community Mental Health Authority

Minutes of the April 26, 2022 Board Meeting

Members Present: Tom Schmelzer, Wendy Salyer (Zoom), Karl Duda (Zoom), John Wellet, Gina Wright, Bing Johnson, Jon Houtz and Lori LaBundy.

Staff Present: Sue Germann, Sue Enos, Jean Weber, Tim Brown (Zoom), Jessica Singer, Megan Daws, Doug Baker, Tammy Winchell, Sareina Sechler, Jennifer Giron, Julie Robert (Zoom)

Public Present: Derek Miller

Chairman Tom Schmelzer called the meeting to order at 6:00 pm.

Approval of the Agenda: Motion was made by Bing Johnson and supported by Jon Wellet to approve the agenda as amended by removing items VI-Customer Advisory Committee, VII-Outpatient Report, VIII-Behavior Management, and IX-Quality X-Compliance/Recipient Rights. Motion carried.

Minutes of the March 22, 2022 Meeting: A motion was made by John Wellet and supported by Bing Johnson to approve the minutes of the March 22, 2022 meeting and put them on file. Motion carried.

Public Comments: None

CEO Report:

Board Education: Derek Miller from Roslund, Prestage and Company presented the Finance Audit ending September 30, 2021. Review of audit and discussion held. The Compliance review was completed as well with no findings. A motion was made by Jon Wellet and supported by Gina Wright to accept the finance audit ending September 30, 2021. Motion carried.

Pines Update:

- CEO reported that Tracy Richer has resigned from the Board;
- Introduction of newly hired management staff included Julie Robert, Director of Therapy/Access Services and Jennifer Giron, Director of Behavioral Treatment Services;
- SWMBH has announced that Pines met all their performance indicators and will receive a monetary amount of \$51,300 for meeting these indicators;
- May is Mental Health Month and we will have advertisements in the Shoppers Guide regarding our services, the FUN Committee has events planned for staff, and using a Covid Grant, Pines will provide some medical field staff wellness information along with some type of food event;
- CEO informed Board of alleged concern with a provider.

Case Management Services: Jessica Singer updated Board on persons hired and positions being interviewed for.

CCBHC: Jean informed the Board of a very positive newspaper article on the services the Crisis/Mobile Team have provided. Reviewed data out of 386 crisis events only 31 were

hospitalized. Several groups are being held at the agency by Branches, which is a result of the CCBHC grant.

Compliance/Utilization Management: Reviewed hospitalization reports that the board was given. Tammy will begin to report on hospital stays from mobile crisis.

Recipient Rights: Sareina reported that we passed our recipient rights audit and were in substantial compliance with a score of 386 out of 426.

Board Committees:

Personnel Committee: met on April 19, 2022 and discussed the following topics;

- Staffing Update;
- Discussed the new National Suicide Prevention Lifeline that is coming on line soon;
- Discussed the Covid 19 grant which helps fund the 24/ Mobile Team;
- National Corrections Offers Week is soon and Pines will provide coffee and donuts to show our support.

Finance Committee: Committee met on April 22, 2022.

- The committee met to review the February Data. The budget should be at 41.67% as of the end of February 2022. Our actual YTD Revenue is at \$8,082,520, vs our budget of \$9,676,165, for an actual of 34.8%. The actual YTD Expenditure is at \$6,853,226, vs our budget of \$7,800,412, for an actual of 36.6%. Both are less than the budgeted however, there will be catch up quarterly, in month end for March as grants will come in. March estimate is 47.5%, vs 50%. There is a surplus of \$1,229,293. We submit to the board this budget to be approved. John Wellet makes the motion to approve the Finance Report ending February 28, 2022 with support from Lori LaBundy. *Motion carried.*
- The committee also reviewed potential changes being made to the retirement plan. Discussion held. Century Banks representative Jarrod Hoffmaster will give a presentation on the proposed plan at the May Board meeting.

Recipient Rights Committee: The Rights Committee met on April 12, 2022 and notified the committee that we had passed the rights audit with substantial compliance. Sareina and Sue will complete the corrective action plan.

Old Business: None

New Business: Election of Officers and Setting of Board Meeting Dates

- A motion was entered by Jon Houtz and supported by Gina Wright to nominate Tom Schmelzer for position of Chairman and to close nominations. The vote was unanimous to elect Tom Schmelzer as Chairman of the Board. *Motion carried.*
- A motion was entered by Bing Johnson and supported by Gina Wright to nominate John Wellet for position of Vice-Chairman and to close nominations. The vote was unanimous to elect John Wellet as Vice-Chairman of the Board. *Motion carried.*
- A motion was entered by John Wellet and supported by Lori LaBundy to nominate Jon Houtz for position of Secretary and to close nominations. The vote was unanimous to elect Jon Houtz Secretary of the Board. *Motion carried.*
- A motion was made by Lori LaBundy and supported by Jon Wellet to continue to hold the Board meetings on the fourth Tuesday of each month at 6:00 p.m. *Motion carried.*

Public Comments: None

Adjournment: Motion was made by Bing Johnson and supported by Jon Houtz that the meeting be adjourned at 7:15 p.m. Motion carried.

Sue Enos, Recorder