

Branch County Community Mental Health Authority

Minutes of the June 28, 2022 Board Meeting

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

Staff Present: Sue Germann, Jean Weber, Tim Brown, Julie Robert, Sareina Sechler, Kammy Ladd, Jessica Singer, Jean Weber and Sue Enos

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

Approval of the Agenda: Motion was made by John Wellet and supported by Wendy Salyer to approve the agenda as presented. *Motion carried.*

Minutes of the May 24, 2022 Meeting: A motion was made by Jon Houtz and supported by John Wellet to approve the minutes of the May 24, 2022 meeting and put them on file. *Motion carried.*

Public Comments: None

Pines Update:

- **Annual Report:** CEO presented the 2021 Annual Report to the Board. This document was submitted to the Branch County Board of Commissioners;
- CEO reviewed and discussed the mental health supplemental budget bills that were sponsored by Senator Shirkey, and on June 15, 2022 the Senate passed SB 714. CEO discussed under the bill that passed what items are tied to the passage of SB's 597 and 598.

Customer Advisory: Kammy Ladd reviewed items discussed at the Customer Advisory Committee held on June 16, 2022.

ACT/Case Management/Home Based Services: Jessica Singer informed the Board that the ACT team will be increasing the department staff by two persons, which will allow an additional 20 consumers to receive ACT services; an additional Wrap Around Coordinator will be hired which will increase services to 10 additional clients; Data was reviewed on the number of contacts the Transporter and Employment Benefits Specialist have made since being hired.

CCBHC: Jean Weber updated the Board on a children's group that has been implemented, presented NAMS demographics, presentations have been given to the local police departments and gave data on June's mobile services contacts.

Compliance/Utilization Management: Board received a copy of May's data.

Outpatient Report: Julie Robert reported on streamlining the intake process and its benefits to consumers.

Recipient Rights: Sareina Sechler shared the Semi-Annual Rights report that was sent to the State and also reported the recent Corrective Action Plan was sent to the State Rights department on our most recent audit.

Board Committees:

Personnel Committee: The committee met on June 21, 2022 and discussed the upcoming IRS mileage increase and rumored staff concerns over mileage reimbursement.

Finance Committee: Committee met on June 24, 2022.

The committee met to review the April Data. The budget should be at 58.33% as the end of April, 2022. Our actual YTD Revenue is at \$11,184,742, vs our budget of \$23,319,083, for an actual of 48%. The actual YTD Expenditure is at \$10,132,191, vs our budget of \$18,727,975, for an actual of 54%. There is a surplus of \$1,052,552. The committee recommends approval of this report Motion was made by Lori LaBundy and supported by Wendy Salyer to approve the financial report ending April, 2022. *Motion carried.*

Recipient Rights Committee: The Rights Committee met on June 14, 2022. Sareina informed the committee of current complaint data, semi-annual report that will be sent to the State, CAP sent to State for Rights audit and educated the committee on Dignity and Respect.

Old Business: A question was asked if the Housing monies we currently received have been formally transferred to another entity. CEO informed the Board that the Housing Commission will take over this funding as of October 1, 2022.

New Business: None

Public Comments: None

Adjournment: Motion was made by Bing Johnson and supported by Gina Wright that the meeting be adjourned at 6:45 p.m. *Motion carried.*

Sue Enos, Recorder