

Branch County Community Mental Health Authority

Minutes of the June 27, 2023 Meeting 6:00 p.m.

Members Present in Person: Tom Schmelzer, Jon Houtz, Gina Wright, Bing Johnson, Wendy Salyer, Tracy Kelley, Ashley Levesque, Joe Scheid,

Members Present by Zoom: Karl Duda

Members Absent: Kaid Saleh, Jay Gallagher, Lori LaBundy

Public: Vanessa Crandall

Guests/Staff: Sue Germann, Tammy Winchell, Renee Mundy, Jean Weber, Jennifer Giron

- A. **Call to Order:** Chairman Tom Schmelzer called the meeting to order at 6:00 p.m.
- B. **Approval of the Agenda:** Motion was made by Jon Houtz and supported by Tracy Kelley, approve the agenda, with the removal of Clinical Training department report. *Motion carried.*
- C. **Minutes of the May 23, 2023 Meeting:** A motion was made by Wendy Salyer and supported by Ashley Levesque to approve the minutes as presented. *Motion carried*
- D. **Public Comments:** None
- E. **CEO Report:**

Pines/SWMBH/MDHHS Update:

- a. Board Education:
 - i. Sue presented the FY22 Annual Report in depth and how services from FY 22 are then rolled into the annual needs assessment and strategic goals for FY23 and beyond.
 - ii. Sue discussed the sliding fee scale process as well as the current ability to pay and how each system works as well as our movement to everyone served being under the sliding fee scale process.
- b. Pine Update:
 - i. Sue updated the board on the CCBHC demonstration certification process and cost report preparation that is occurring, as well as the meeting with ProMedica and invited guests Rep. Fink and Sen Lyndsey, in which CCBHC was advocated as a way to expand and improve services.
 - ii. Sue reported that she has joined a newly developed mental health task force that has been started by Rotary International to address mental health needs in communities. No meetings have occurred yet.
- c. MDHHS Update:
 - i. The state budget is expected to go to conference this week.
 - ii. Milliman is still working on the rate setting for FY 24

F. Department Reports:

- a. **CCBHC/Outpatient/Intake** – Jean that she is transitioning to her additional role of overseeing the outpatient services, and in doing so is working with staff on individual strength identification and team building. In addition, she is helping the department

break down barriers and assist in making referrals across the agency to improve care coordination.

- b. **Case Management-** Jennifer reported that her staff is receiving a lot of training on best practice case management practices given that much of her department is new, yet are working together really well as a team.
- c. **Utilization Management / Compliance -** Tammy reviewed the hospitalization utilization reports.

G. Board Committee Reports

- **Public Relations:** No report
- **Personnel:** Karl reported on the commencement of the union negotiations by September 15th to consist of receiving the negotiation requests with a formal meeting to follow. Also discussed the need to provide Jay some grace in his board attendance for the next couple months.
- **Finance:** Tracy reported the financials as follows:

April data: The revenue should be at 58.33%. Our actual YTD Revenue is at \$11,507,767 vs our budget of \$22,070,218, for an actual of 52.1%. The actual YTD Expenditure is at \$10,190,838, vs budgeted \$20,130,146, for an actual of 50.6%. The variances are related to the federal grants (grants are reimbursed based and are related to non-Medicaid expenditures. As Medicaid services have outweighed the non-Medicaid services, fewer grant dollars spent, mean less revenue from reimbursements resulting in less expenses than expected revenue). In addition, the check register for April, 2023 was reviewed. A motion was made by Bing Johnson and supported by Ashley Levesque to approve the April finance report as presented. *Motion carried*

May data: The revenue should be at 66.67%. Our actual YTD Revenue is at \$13,104,510 vs our budget of \$22,070,218, for an actual of 59.4%. The actual YTD Expenditure is at \$11,640,330, vs budgeted \$20,130,146, for an actual of 57.8%. The variances are related to the federal grants (grants are reimbursed based and are related to non-Medicaid expenditures. As Medicaid services have outweighed the non-Medicaid services, fewer grant dollars spent, mean less revenue from reimbursements resulting in less expenses than expected revenue). In addition, the check register for May, 2023 was reviewed. A motion was made by Bing Johnson and supported by Wendy Salyer to approve the May finance report as presented. *Motion carried*

- **Program:** No report
- **Recipient Rights:** Lillian presented the semi-annual report to the Rights Committee, presenting data on rights complaints, investigations, and outcomes to date. It was also discussed that the committee is planning to review the annual report as soon as possible after the fiscal year end to assure that board approval is obtained prior to the last board meeting of the calendar year.

Old Business: None

Public Comments:

- Vanessa Crandall requested that the board review the ability to serve insured children in the home based program as this may decrease crisis services.
- Jon Houtz requested that tents be purchased for staff providing community outreach so that they are not exposed to the direct sunlight. Jon also indicated that the open hour at Genesis Shelter was well attended and noted that Pines provides services to the those sheltered there.

Adjournment: Motion was made by Tom Schmelzer and supported by Jon Houtz that the meeting be adjourned at 7:30 p.m. *Motion carried.*

Sue Germann, Recorder