

Branch County Community Mental Health Authority

Minutes of the May 23, 2023 Meeting 6:00 p.m.

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

Members Present by Zoom: Karl Duda,

Members Absent: Joe Scheid, Kaid Saleh, Jay Gallagher

Guests/Staff: Sue Germann, Jennifer Giron, Tammy Winchell, Renee Mundy, Jean Weber, Tim Brown, Julie Robert, Kyle Kenny

- 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 Wendy Salyer and supported by Lori LaBundy to approve the agenda. Motion carried.
- C. **Minutes of the April 25, 2023 Meeting:** A motion was made by Jon Houtz and supported by Tracy Kelley to approve the minutes as presented. Motion carried
- D. **Public Comments:** None

E. CEO Report:

Pines/SWMBH/MDHHS Update:

- a. Board Education: Dylan Foster from Century Bank and Trust provided an overview of Pines investments. In summary, the two accounts are made up of 85% and 15% cash. The amount that is above the FDIS is covered by a bank pledge. The administrative fee is .17%.
- b. Sue updated the board on Mental Health Month initiatives that occurred throughout the month, and that the CCBHC Innovation/ Advancement Grant has been submitted, along with the formal interest survey in the state's CCBHC Demonstration. Additionally, Midwest PIHP which encompasses the majority of CMH's in Michigan has made a formal resolution against how the state is handling the federally required conflict free case management process which will be watched to determine if such a resolution is brought forth for consideration by our Board. It was also learned earlier today that there is a proposed legislative bill (not yet introduced) to add social workers and nurses to Adult Foster Care homes, which if passed would increase costs considerably, not to mention drive many of our homes out of business.
- c. Tom updated the Board on the recent SWMBH board strategic planning meeting which consisted of education regarding the "Carver Model" of governance, followed by an afternoon session on behavioral health trends.

F. Department Reports:

- a. **Clinical Training-** Julie reported on having taken on this role to increase the use of and improve the implementation of various clinical interventions and evidenced based treatments to improve quality of care.

- b. **CCBHC/Outpatient/Intake** – Jean reported on the groups that have been started with the CCBHC grant and they continue to do well. She also indicated that these services have been designed around the input of clients, including time of services (kid services moving from evening to during the day to accommodate parents being able to take the kids to the beach afterwards), and adult early afternoon and evening groups.
- c. **Case Management**– Jennifer updated the Board on the Family Support Subsidy program including the criteria and how to apply.
- d. **Integrated Health** – Renee provided outcomes for the past quarter. Although an additional 18 high risk for metabolic syndrome were referred to the dietician, many opt out of a nutritional plan/services. In fact, 50 referred have not followed through to date. Will continue to motivate and educate clients at-risk. As for the MAT program, that is growing and serving 10 clients each Tuesday. Liza Raymond, NP who is administering the MAT program is looking to expand hours which will expand access.
- e. **Quality Improvement** – Kyle reported on improved access performance, especially a 3 quarter trend on 100% follow up within 24 hours, and 7 days post inpatient.
- f. **Utilization Management / Compliance** – Tammy reviewed the hospitalization utilization reports.

G. Board Committee Reports

- Public Relations:
- Personnel:
- Finance:
- Program:
- Recipient Rights:

H. **Personnel Committee:** Karl presented the meeting minutes from both the personnel meetings from February as well as March, which included notification of the retention/recruitment grant, and general personnel updates. No board action requested.

I. Finance Committee Report:

The committee met to review the March Data. The budget should be at 50% as the end of March, 2023. Our actual YTD Revenue is at \$9,864,689 vs our budget of \$22,070,218, for an actual of 44.7%. The actual YTD Expenditure is at \$8,639,562 vs budgeted \$20,130,146, for an actual of 42.9%. In addition, the check register for March, 2023 was reviewed. The committee recommends approval of this report as presented. Motion was made by Lori LaBundy and supported by Wendy Salyer to accept this report. *Motion carried.*

During committee, Tim presented budget adjustments based on actuals. Revenues decreased 280,296.87 and expensed decreased 2,023,396.78. The committee recommends approval of these budget adjustments as presented. Motion was made by Lori LaBundy with support by Bing Johnson to accept these budget adjustments. *Motion carried*

-
-
- **Program Committee:** No report.

- **Recipient Rights Committee:** No formal report as meeting was not held. However, Sarcina Sechler has resigned. Jay (RR Chair) will participate in upcoming interviews.

Old Business: None

Public Comments: None

Adjournment: Motion was made by Wendy Salyer and supported by Lori LaBundy that the meeting be adjourned at 7:20 p.m.. *Motion carried.*

Sue Germann, Recorder