



Meeting Minutes (proposed)
Community Mental Health of Ottawa County Board of Directors
Board Room - 12265 James Street, Holland, MI 49424
Monday, August 28, 2017 3:00 p.m.

Present: Matt Fenske, Andrew Brown, Katie Clausing, Don Disselkoen, James Holtvluwer, Richard Kanten, Dave Parnin Alberto Serrano, James Steinke, Vonnie VanderZwaag

Absent: Al Dannenberg, Julie Kenyon

Staff: Lynne Doyle, Patricia Genesky

CALL TO ORDER

Matt Fenske, Board Chair, called the August 28, 2017 CMHOC Board of Directors Meeting to order at 3:02 p.m.

Mr. Fenske welcomed Mr. Dave Parnin to the CMHOC Board of Directors.

INVOCATION

Ms. VanderZwaag provided the invocation.

CMHOC MISSION AND VISION STATEMENTS

Mr. Fenske noted the Mission and Vision statements.

PUBLIC COMMENT

Tom Moore
15879 Ridgefield Road
Grand Haven, MI 49417

Mr. Moore read from a prepared statement regarding his 26-year-old son and the services provided to him through CMHOC, commenting on the recent unsuccessful residential placement for his son. He requested assistance from the Board in locating an appropriate residential placement with adequate staffing to meet their child's needs.

CONSENT ITEMS

CMH 17-052 Motion: To approve by consent the following items:

- a. Agenda for the August 28, 2017 CMHOC Board of Directors Meeting
- b. Minutes from the July 24, 2017 CMHOC Board of Directors Meeting

Moved by: Kanten

Support: VanderZwaag

MOTION CARRIED

PRESENTATION

FY2016 Financial Audit Review - Douglas Havera, CPA

Mr. Havera reviewed the FY2016 Financial Audit report, noting that the audit resulted in an unqualified clean opinion, with no deficiencies, material weakness, adjustments or proposed adjustments. He reported that all records and information were made available to the auditing firm personnel and management was cooperative throughout the process. There are no

corrections or adjustments noted in the audit. Internal controls and financial report were in order, and there were no consultations with other accountants needed.

COMMITTEE REPORTS

Finance Committee – Vonnie VanderZwag

August Service Contracts

CMH 17-053 Motion: To approve the FY2017 August service contracts as presented

Moved by: Disselkoen

Support: Holtvluwer

MOTION CARRIED

The Finance Committee reviewed the contracts as presented and unanimously forwarded a recommendation for approval to the full Board

July MI Financial Reports

CMH 17-054 Motion: To approve the FY2017 July MI Financial Reports as presented

Moved by: Holtvluwer

Support: VanderZwaag

MOTION CARRIED

Financial statements were reviewed with a recommendation that the Board approve as presented. There continue to be concerns with Medicaid revenue. The organization awaits decisions from the LRE with regard to how deficits will be addressed. Autism will be cost-settled at the end of the year.

July SUD Financial Reports

CMH 17-055 Motion: To approve the FY2017 July SUD Financial Reports as presented

Moved by: Kanten

Support: Brown

MOTION CARRIED

Excess Healthy Michigan and Traditional Medicaid SUD funds can be used to address MI Medicaid deficit. PA2 issues are related to the timing of distribution of funds and there are no areas of concern.

July FY2017 MH Millage Financial Reports

CMH 17-056 Motion: To approve the FY2017 July MH Millage Financial Reports as presented

Moved by: Disselkoen

Support: Serrano

MOTION CARRIED

No areas of concern were reported with Millage funding. It is likely that there will be funds carried over into FY2018, as many of the programs were not running for the full year. All excess millage funds can be carried forward and utilized for CMH programs in the coming year.

Program Planning and Quality Improvement Committee – Andrew Brown

Cal Taylor, Access Center Coordinator provided an overview of program initiatives and process improvements which have resulted in efficiencies in getting individuals access to services. The Performance Improvement Plan was presented by Mr. Francisco. MMBPIS Dashboard was reviewed. CMHOC met all benchmarks, although the region did not, which could result in financial penalties to the region. CARF updates were also provided.

2017/2018 CMHOC Performance Improvement Plan

CMH 17-057 Motion: To approve the 2017/2018 CMHOC Performance Improvement Plan as presented.

Moved by: Holtvluwer

Support: Clausing

MOTION CARRIED

EXECUTIVE DIRECTOR'S REPORT

Regional Updates:

- The region continues to experience financial issues, particularly related to revenue projections. There has been significant reduction in DAB enrollment as and Healthy Michigan funding is less than anticipated. The LRE has requested that member CMHSPs review inpatient admissions, high utilizers of services (more than \$100 thousand annually), residential services, and IDD costs. Members are working to identify and share best practices across the region. Additionally, CMHSPs have been focusing on Autism costs, and it has been reported that the state is looking to increase funding for Autism services in 2018. Accurate year-end budget information won't be available until early 2018.
- CMHSP CEOs have asked Jeff Brown to schedule a meeting with the CMHSPs and the LRE to talk about shared vision for the future. CMH Board Chairs will be included in the discussion.
- LRE Executive Committee has agreed to change the Operating Agreement. The movement toward PMPM funding methodology will be suspended at 50 percent to explore a needs-based funding methodology with a goal toward implementation of needs-based funding in FY2019.
- Corrective action plans have been sent to HCBS providers. CMHOC has hosted one provider meeting to assist providers in developing plans to meet requirements. Jill Osterhout, Program Supervisor – DD Services, has met with provider at their homes to assist in creating plans. Heightened scrutiny letters have not yet been distributed by the state. Providers that have been determined as not meeting compliance as identified by the State have been placed on heightened scrutiny and will work directly with MDHHS and MSU. Final approval of those plans will come from CMS.

CMHOC Updates:

- CMHOC will receive a 236 General Fund Transfer from Lifeways CMH in the amount of \$50 thousand. Joan Brown will continue to inquire with other CMHSPs about availability of transferring funds. Ms. Doyle has contacted the state to inquire about progress toward GF equity but no response has been received.
- CMHOC Leadership continues to work on cost savings and spending reductions.
- CMHOC recently hosted a region-wide CLS/SIS presentation and will continue to facilitate that discussion toward utilizing the SIS to help inform medical necessity requirements.
- CMHOC has one of the highest SIS completion rates in the state.
- ACT recently had a fidelity review and the exit interview indicated that the program performs well. Official results will be shared upon receipt.
- LRE recently completed their review of the CMHOC Autism program with overall positive results.
- CMHOC was recently notified that one of the 12-bed group homes will be closing. Staff have been successful in finding placements for all impacted consumers and are working on smooth transition for those individuals.

Millage Funded Programs:

- Hiring of staff for the Ottawa County School Collaborative (OCSN) with OAISD is nearly complete. The program will be located Holland, Zeeland, and Coopersville. Staff will assist in bringing resources into the school and connecting with individuals as needed. Ms. Doyle will provide projections on the anticipated number of individuals to be served.
- Community Health Worker (Pathways to Better Health) is running effectively

OLD BUSINESS

No Old Business

NEW BUSINESS**Revised Lakeshore Regional Entity Operating Agreement – Lynne Doyle**

CMH 17-058 Motion: To authorize the Executive Director to sign the Revised Lakeshore Regional Entity Operating Agreement dated August 21, 2017

Moved by: Disselkoen

Support: Holtvluwer

MOTION CARRIED

GENERAL INFORMATION, COMMENTS AND MEETINGS ATTENDED**Reschedule September Meetings – Matt Fenske**

September Board and Finance Committee meetings have been rescheduled to Monday, September 18 due to MAC Conference. October meeting will be held October 16.

Ms. Brown recommended that the October Finance Committee meeting be canceled as there will be no reports available at that time.

PUBLIC COMMENT

Peg Fakler

ARC

Ms. Falker commented that CMHOC staff has been very helpful in providing assistance in closing the Cedarview Home and she expressed her appreciation for their assistance.

ADJOURNMENT

CMH 17-059 Motion: To adjourn the August 28, 2017 CMHOC Board of Directors Meeting.

Moved by: Disselkoen

Support: Holtvluwer

MOTION CARRIED

Mr. Fenske adjourned the August 28, 2017 CMHOC Board of Directors Meeting at 3:48 p.m.

Matthew Fenske, Board Chair

Donald Disselkoen, Secretary