

Minutes
Community Mental Health of Ottawa County – Finance Committee Meeting
CMH Board Room
12265 James Street, Holland, Michigan 49424
Thursday, April 12, 2007

PRESENT: Ed Berghorst, Rita Bird, Mark Bombara, Joyce Kortman, Keith VanZoeren

STAFF: Gerry Cyranowski, Patricia Genesky, June Hagan

CALL TO ORDER

Keith VanZoeren, Chairperson, called the April 12, 2007 Finance Committee meeting to order at 12:15 p.m.

MISSION STATEMENT

Mr. Van Zoeren noted the mission statement

APPROVAL OF MINUTES

CMH-FC 07-013 Motion: To approve the minutes of the March 15, 2007 Finance Committee meeting.

Moved by: Berghorst

Supported by: Bird

MOTION CARRIED

APPROVAL OF AGENDA

CMH-FC 07-014 Motion: To approve the agenda of the April 12, 2007 Finance Committee meeting.

Moved by: Kortman

Supported by: Bird

MOTION CARRIED

Mr. Cyranowski noted the addition to the agenda under MDCH Finance pertaining to a State General Fund Internal Service Fund Update

Mr. Cyranowski also requested that an Action Item be added to the agenda under New Business regarding the addition of part time/temporary positions for Clubhouse Transportation.

The agenda was approved as amended.

REGULAR COMMITTEE BUSINESS:

a. Review and approval of service contracts

CMH-FC 07-015 Motion: To forward the 2007 service contracts with additions to the Board of Directors for approval.

Moved by: Bombara

Supported by: Berghorst

MOTION CARRIED

With regard to the contract with Holland Hospital, Mr. Cyranowski explained that this is a two-year renewal of a previous two-year contract. He noted the primary change is in the rate structure, with the estimated value remaining the same. Based on feedback from the Board and the Planning Committee, new performance indicators have been incorporated.

There was extensive discussion pertaining to delivery of service, billing, monitoring, qualifications and training of staff providing monitoring and professional services, response time to requests for service, and other issues surrounding this contract. It was determined that a performance indicator regarding response time would be added to the contract. Mr. Cyranowski stated that Ms. O'Rourke and DD supervisors are meeting monthly with Holland Hospital staff to review the system of care, address concerns, and make necessary adjustments. Ms. Bird requested clarification about Muskegon's process for providing these services.

Mr. Cyranowski noted that Mr. Jerry Dils contracts with CMHOC to provide training. He noted that he is very skilled in working with autistic individuals within the MOKA system. Mr. Dils will be working with the family of an autistic consumer in training for behavioral modification.

Mr. Cyranowski explained that the contract with Beacon Services is to provide services to a consumer coming out of Mt. Pleasant.

Regarding the Expert Care, Mr. Cyranowski noted that the majority of consumers served under this contract have been served under the Child Waiver. Ms. Kortman requested information on the number of children served by this contract.

Ms. Hagan provided follow-up information from the March, 2007 meeting as requested and answered questions.

b. Review of monthly financial statements

CMH-FC 07-016 Motion: To accept the March 2007 Financial Statements as presented and forward to the Board of Directors for approval.

Moved by: Kortman Supported by: Berghorst

MOTION CARRIED

Ms. Hagan reviewed the reports and answered questions. She noted that these are preliminary figures and final reports would be available in May.

c. Budget Adjustment #4

CMH-FC 07-017 Motion: To accept the FY 2006/2007 Budget Adjustment # 4 as presented and forward to the Board for approval.

Moved by: Berghorst Supported by: Bird

MOTION CARRIED

Ms. Hagan reviewed the budget adjustment and answered questions.

c. Lakeshore Behavioral Health Alliance

Mr. Cyranowski indicated that current information provided by the state indicates that there will be a 2.5 % increase in Medicaid capitation rates for FY 2007/2008. At this time it appears that Muskegon CMH is facing a significant shortfall in Medicaid funds. Mr. Cyranowski also reported on monthly Affiliation Council meetings and answered questions.

d. MDCH Finance

State General Fund Internal Service Fund Update –

Mr. Cyranowski provided updated information regarding the instructions from the State for the use of the Internal Service Fund and answered questions. He noted that due to changes in the contract, the maximum amount of the ISF has been limited to the anticipated amount for a State inpatient admission and the funds can only be used for this purpose. He noted that any excess of this amount currently in the ISF needs to be drawn down by year's end.

e. Future Finance

No report

OLD BUSINESS

Update – 2% Direct Care Worker wage pass through –

Mr. Cyranowski noted that CMH previously began funding the increase to some contract providers, but discontinued doing so because the full amount was not made available, and CMH Services of Muskegon and CMHOC were waiting for further instruction on how to distribute these funds. Most recently, the State has authorized the allotted funds to be distributed, but CMH's will be required to make up any shortfalls in funding. This will be retroactive to October 1, 2006.

Update – Clubhouse Transportation Services

Mr. Cyranowski provided information about this Consumer run service and the contract that CMHOC holds with this business. He noted concerns about the management of the business and maintenance of the system, stating that the owner has not been compliant with the contract and reporting requirements. The recommendation is to bring the service back into the county system by purchasing the vans back from the owner and hiring drivers as CMH employees. Clubhouse staff would oversee the functions of the business, which could potentially be a consumer run business. The cost would be approximately \$30,000/year.

Action Item: Ask the County to add up to five temporary part time positions as Clubhouse Transportation drivers.

Committee members requested more detailed information about the existing contract and how the funds were spent, questioning why there is such a significant difference between this proposal and the contract that is currently in place. Mr. Cyranowski noted that any overspending in the past should be considered a separate issue from this request. Ms. Kortman requested that the proposal include the total cost. She also asked for explanations regarding how the service and funds will be monitored. Mr. VanZooeren indicated that he will not make a recommendation to the Board until further information is provided.

NEW BUSINESS

FY 07/08 Budget Planning Process

Mr. Cyranowski stated that a meeting is scheduled with County Finance staff and CMH managers to start the budget planning process. Potential uses for the ISF drawdown will be discussed at that time as well.

ADJOURNMENT

CMH-FC 07-018 Motion: To adjourn the April 12, 2007 Finance Committee Meeting

Moved by: Bird

Supported by: Kortman

MOTION CARRIED

Mr. VanZoeren adjourned the April 12, 2007 Finance Committee Meeting at 2:15 p.m.

Keith Van Zoeren