

**Board Meeting Minutes**  
**April 14, 2017**  
**9:30 am-11:00 am**  
**5250 Lovers Lane, Portage, MI 49002**

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**Members Present:** Tom Schmelzer, Robert Wagel, Moses Walker, Susan Barnes, Ed Meny, Robert Nelson

**Members Absent:** Nancy Johnson, Kathy-Sue Dunn, James Blocker, Angie Dickerson, Robert Becker

**Guests:** Bradley Casemore, Executive Officer-SWMBH; Tracy Dawson, Chief Financial Officer-SWMBH; Mila Todd, Chief Compliance Officer-SWMBH; Jonathan Gardner—Director of QAPI-SWMBH; Robert Schleichert—Chief Information Officer-SWMBH; Kim Rychener—Director Utilization Management & Member Engagement-SWMBH; Mary Ann Bush, Senior Operations Specialist-SWMBH; Patricia Guenther—Alternate/Kalamazoo CMH; Mary Myers—Alternate/Woodlands Susan Germann-Pines Behavioral Health; Debbie Hess—Van Buren CMH; Jeannie Goodrich—Summit Pointe; Jeff Patton—Kalamazoo CMH; Richard Thiemkey—Barry County CMH; Kathy Emans—Woodlands; Brad Sysol—Summit Pointe; John Houtz – Pending Alternate/Pines Behavioral Health; Tim Carmichael—St. Joseph CMH

**Welcome and Public Comment**

Tom Schmelzer called the meeting to order at 9:30 am welcoming the group and asking for Public Comment. Jeff Patton expressed his appreciation for the nomination of the NAMI Honors Award by Mr. Casemore and requested that his letter of appreciation be placed in the May Board Packet.

**Agenda Review and Adoption**

Motion Robert Wagel moved to approve the Agenda with the change of moving March 10, 2017 Board Session Minutes to the end of the meeting. Additions to the agenda to include Freedom of Information Act and Update on St. Joseph Community Mental Health to be added under Communication and Counsel.

Second Susan Barnes

Motion Carried

**St. Joseph CMH Update**

Brad reported that the week of 4/3/17, St Joseph County approved 4 members to the St. Joseph Community Mental Health Substance Abuse Services; one being Mr. Carmichael and three new members. In addition, the Board placed Liz Odell, CEO on administrative leave, changed the locks on the doors and requested an audit. Kris Kirsch was appointed interim Chief Executive Officer. Tim Carmichael as unpaid Chief Operating Officer at the agency. Jim Brimley was appointed Chief Financial

Officer. Brad has had conversation with Kris and Tim and stressed the importance that there is no disruption in the care and quality of our clients and they expressed their commitment thereto. Brad's discussion with Kris and Tim also involved appointments to the SWMBH Board and the Operations Committee.

**Consent Agenda**

**March 10, 2017 SWMBH Board Meeting Minutes**

Motion Robert Wagel moved to approve the Consent Agenda.

Second Robert Nelson

Motion Carried

**Operations Committee**

**Operations Committee Minutes 2/22/17**

Accepted as documented.

**Operations Committee Report**

Deb reported that the Operations Committee endorsed the \$15,000 requested to review the program with the Michigan Department of Corrections. As to involvement in the program, each CMH will make their own determination.

**Contract Amendment Draft for Direct Care Retention**

Voting did not meet the 75%, Operations Committee member majority requirement, to approve the Amendment as presented. The CMHs are open to review other ways to meet retention goals. The Operations Committee did not believe that this process would retain direct care employees. They are looking for ways to help the providers but not through this avenue.

**Ends Metrics**

None

**Board Actions to be Considered**

**Michigan Department of Corrections Substance Use Disorder Michigan Consortium of Healthcare Excellence**

Motion Moses Walker moved to authorize the Executive Officer to fund up to \$15,000 fees through the Michigan Consortium of Healthcare Excellence for the Michigan Department of Corrections Substance Use Disorder community-based services development on a shared pro-rata basis with other Prepaid Insurance Health Plans.

Second Robert Nelson

Motion Carried

**Fiscal Year 2016 Quality Assurance and Performance Improvement Utilization Management Program Evaluation**

Jonathan reported as documented.

Motion Moses Walker moved that the evaluation is relevant and compelling and that the Executive Officer is in Compliance.

Second Robert Wagel

Motion Carried

**Michigan Association of Community Mental Health Board**

**PIHP Member Voting Representatives**

Motion Moses Walker moved that Bradley Casemore, Tom Schmelzer and Ed Meny will be the PIHP Member Assembly Voting Representatives.

Second Susan Barnes

Motion Carried

**2017-2018 Michigan Association of Community Mental Health Board Officer Voting**

Motion Ed Meny moved that the three voting members independently determine their voting decisions.

Second Robert Nelson

Motion Carried

**Michigan Association of Community Mental Health Board By-Laws Proposed Changes**

Motion Ed Meny moved that the three voting members independently determine their voting decisions.

Second Robert Nelson

Motion Carried

**SWMBH Board Officer Elections**

Nominations were taken from the Board members.

Motion Robert Wagel moved that Tom Schmelzer be appointed Chair.

Second Susan Barnes

Motion Carried

Motion Moses Walker moved that Ed Meny be appointed as Vice-Chair

Second Robert Wagel

Motion Carried

Motion Moses Walker moved that Susan Barnes be appointed as Secretary/Treasurer.

Second Robert Wagel

Motion Carried

**Boards Policy Review**

**BG-010 Committee Principles**

Motion Susan Barnes moved that the Board is in compliance and the Policy does not need revision.

Second Ed Meny

Motion Carried

**Executive Limitations Review**

**BEL-004 Treatment of Staff**

Robert Nelson reported that he spoke with several SWMBH staff members and with those interviews and Brad’s responses he is satisfied with the results.

Motion Robert Nelson moved that the Executive Officer is in compliance with the Treatment of Staff and the Policy does not need revision.

Second Susan Barnes

Motion Carried

**Board Education**

**Improved Population Health Efforts and Patient Outcomes**

Jonathan reported as documented.

**Implement Contractually Obligated Assessment Tools**

Jonathan reported as documented.

10:30 am Break

10:37 am Called back to order

**Communication and Counsel to the Board**

**Consolidated Fiscal Year 2017 Year to Date Financial Statements 2/28/17**

Tracy reported as documented. Tracy is awaiting the audit materials to meet with the SWMBH Board Audit Committee. May will be the discussion about the Fiscal Year 2018 budget assumptions.

**Information Systems-Information Technology**

Robert reported as documented regarding the Regional Information Technology Committee goals for the year, the Managed Care Information System program and the work with the CMHs for reporting.

## **Michigan Consortium of Healthcare Excellence Written Report**

Brad reported as documented.

### **Annual Board Code of Conduct and Attestation**

Mila reported regarding the Code of Conduct. She will be completing the paperwork for the attestations.

### **Freedom of Information Act Request**

Mila reported that Scott Schrum from Residential Opportunities Inc., had made a FOIA request regarding direct care staff wages referencing any public reports, comments, and actions of Board and/or Committees. The records were collected and Mila will be meeting with the Executive Officer and Operations Committee Chair to discuss the materials.

Note: 11:03 am -- Robert Wagel excused himself from the meeting and Mary Myers replaced his position for the remainder of the meeting, with recognition from Chairman Schmelzer.

### **National Alliance on Mental Health Honors Award Nominee**

Jeff Patton was recognized for his nomination for the award and congratulated on his contribution to the industry.

### **Board Member Attendance Roster**

Brad reported that in July the CMHs will receive a report of the attendance of their SWMBH Board members. Brad noted that James Blocker will be the primary Board Member and Kathy-Sue Dunn will be the Alternate Member for Summit Pointe.

### **Recognition of Barbara Parker**

Brad announced that a plaque had been ordered for Barbara Parker recognizing her contribution to the SWMBH Board. Once the plaque is here Brad will be setting up a lunch or dinner with Barb and any Board Member is welcome to be part of that meeting. The Board will be notified.

Tom expressed his gratitude for Barb's involvement with SWMBH.

### **Miscellaneous Articles**

Included in the Board packet is a Substance Abuse Prevention and Treatment Services Licensure Inspection Findings letter noting that an inspection was performed and it was determined that SWMBH is in substantial compliance. Brad expressed his gratitude to the SWMBH staff in their performance.

A commentary is included regarding the March 2017 Section 298 Processes and Reports.

Brad discussed the 2017 Regional Healthcare Policy Panel Discussion to be held on 4-28-17. A request was made to the CMH CEOs to provide a list of individuals they have invited so that the registration list is complete. Senator Margaret O'Brien, Commissioner Ben Geiger, and Commission Deb Panozzo have committed to sit on the panel with invitations out to the offices of Representative Bizon, Representative Upton, and Senator Stabenow.

The SWMBH Board Retreat is scheduled for May 12, 2017 with the opportunity to attend dinner the evening before at Bay Pointe Inn. Peter Dams, Eileen Ellis, and Alan Bolter will be presenters. Robert Nelson has offered boat rides on the afternoon of May 11<sup>th</sup> after 3:00 pm.

The 2017 KCMHSAS Mental Health Celebration and Breakfast is scheduled for May 17, 2017 with Dr. Debra Pinals, M.D. as the presenter.

**Public Comment**

None

**Board Actions to be Considered**

**Closed Session Minutes of March 10, 2017**

Mila passed out the minutes from the closed session of March 10, 2017. She suggested that the Board Members review them in silence and determine if they wanted further discussion. Robert Nelson asked if it was appropriate to go into closed session to discuss comments his Board has asked him to address at the SWMBH Board meeting. Mila state that there was no purpose that was permissible to go into closed session.

Motion Susan Barnes moved to accept the March 10, 2017 Closed Session Minutes.

Second Moses Walker

Roll Call Vote	Ed Meny – yes	Tom Schmelzer – yes
	Mary Myers – yes	Moses Walker – yes
	Susan Barnes – yes	Robert Nelson – yes

Motion Carried

Robert Nelson commented that the Barry County Community Mental Health Board believed that there is a conflict of interest during Brad's lawsuit with Summit Pointe, and if there is a way for SWMBH administration to delegate the management of Summit Pointe to someone else within SWMBH. It was noted that this was not the concern of the entire Barry County CMH Board. The SWMBH Board did not believe the management process needed altering.

**Adjournment**

Motion Mary Myers moved to adjourn at 11:21 am

Second Susan Barnes

Motion Carried