

Board Meeting Minutes
February 9, 2018
9:30 am-11:00 am
5250 Lovers Lane, Portage, MI 49002

Members Present: Susan Barnes

Members Present on Phone: Robert Nelson, Anthony Heiser, Mary Myers, Nancy Johnson, Moses Walker, Jon Houtz

Guests: Bradley Casemore, Executive Officer-SWMBH; Tracy Dawson, Chief Financial Officer-SWMBH; Sarah Hirsch, Chief Clinical Officer – SWMBH; Jonathan Gardner, Director of QAPI—SWMBH; Mila Todd, Chief Compliance and Privacy Officer—SWMBH; Robert Moerland, Chief Information Officer—SWMBH; Mary Ann Bush, Senior Operations Specialist--SWMBH; Susan Germann--Pines Behavioral Health; Pat Guenther—Alternate/Kalamazoo County; Kathy Sheffield—Woodlands Behavioral Healthcare Network; Richard Thiemkey—Barry County CMH; Deb Hess—Van Buren Community Mental Health Authority; Ric Compton--Riverwood; Jeannie Goodrich—Summit Pointe; Brad Sysol – Summit Pointe; Jeff Patton—Kalamazoo CMHSP

Welcome Guests

Susan Barnes called the meeting to order at 9:32 AM and welcomed the group. Roll was called to identify those individuals on the phone.

Public Comment

None

Agenda Review and Adoption

Motion Jon Houtz moved to approve the Agenda with the exception of moving the Board Action of Financial interest Disclosure – Conflict of Interest Handling to the March 2018 Board agenda.

Second Moses Walker

Questions or Opposition -- none

Motion Carried

Consent Agenda

Motion Jon Houtz moved to approve the Consent Agenda.

Second Moses Walker

Questions or Opposition -- none

Motion Carried

Operations Committee

Operations Committee Minutes November 29, 2017

Sue Barnes asked for comments or questions. None.

Ends Metrics

Customer Satisfaction Survey Results

Jonathan Gardner reported as documented.

Motion Mary Myers moved that the data is relevant and compelling, the Executive Officer is in compliance and the Ends do not need revision.

Second Jon Houtz

Questions or Opposition – None

Motion Carried

Regional Committee Goals

Jonathan Gardner reported as documented.

Motion Mary Myers moved that the data is relevant and compelling, the Executive Officer is in compliance and the Ends do not need revision.

Second Jon Houtz

Questions or Opposition – None

Motion Carried

Board Actions to be Considered

2018 Public Policy Efforts Legislative Education Initiative

Brad Casemore presented as documented. This document has been reviewed by the Operations Committee. Brad asked for questions and advised that this would be brought to the March meeting.

Board Policy Review

BG-007 Code of Conduct

Sue Barnes reviewed the policy.

Motion Moses Walker moved that the Board is in compliance and the policy does not need any revision.

Second Jon Houtz

Questions or Opposition -- none

Motion Carried

BG-008 Board Job Description

Sue Barnes reviewed the policy.

Motion Robert Nelson moved that the Board is in compliance and the policy does not need any revision.

Second Moses Walker
Questions or Opposition – none
Motion Carried

Executive Limitations Review

BEL-006 Investments

Robert Nelson reported that he had reviewed the materials regarding the Investments Policy and met with Tracy Dawson to discuss any questions he had.

Motion Robert Nelson moved that the Executive Officer is in compliance with the policy BEL-006 Investments and the policy does not need revision.

Second Mary Myers
Questions or Opposition – none
Motion Carried

BEL-007 Compensation and Benefits

Moses Walker reported that he had reviewed the materials regarding the Compensation and Benefits Policy and met with Anne Wickham to discuss any questions he had.

Motion Moses Walker moved that the Executive Officer is in compliance with the policy BEL-007 Compensation and Benefits and the policy does not need revision.

Second Robert Nelson
Questions or Opposition – none
Motion Carried

Board Education

Fiscal Year 2017 Health Insurance Portability Accountability Act Privacy/Security Report

Mila Todd and Robert Moerland reported as documented.

Information Technology/Information System Update

Robert Moerland reported as documented.

SWMBH Board Retreat Planning – May 2018

Brad Casemore reported as documented. The proposal and agreement was that the Board Retreat would be held May 11, 2018. The SWMBH Board was in agreement that Brad is to contact Linda Zeller as a possible presenter. The Retreat agenda will be reviewed again at the March SWMBH Board meeting.

2018-2021 Regional Planning Summary

Brad reported that the document is a summary and has been presented to all invitees of SWMBH committees and CMH employees. Approximately 55 committee members and CMH employees attended the webinars. A tape of the webinar is available upon request.

Brad requested an invitation to each CMH Board to present this Summary to any CMH Board with the purpose to elevate awareness and alignment. The PowerPoint will be coupled with the Year-To-Date Financials tailored to each CMH.

Communication and Counsel to the Board

Consolidated Fiscal Year 2018 Year to Date Financial Statements 12/31/17

Tracy reported as documented including the aggregated financial statements through 12/31/17.

The Direct Care Wages are not reflected as expenditures. The revenue is reflected. March financials should reflect the calculations.

The review revealed that the expenses have increased over the year but the revenue has not increased. Specialized residential services is one of the main sources of expenses.

SWMBH is currently in the midst of the annual audit. More information will be provided in March.

Operations Committee Conflict of Interest Review

Mila Todd reported as documented noting that the conflict of interest originally reported by Jeannie Goodrich no longer exists.

Sue Germann's and Kris Kirsch's disclosures will be brought before the SWMBH Board for approval in March due to inability to provide materials to Board Members due to the weather related phone participation.

St. Joseph Community Mental Health and Substance Abuse Services Peer Recovery Coaches Article

Brad reported as documented.

Lakeshore Regional Entity Update

Brad reported as documented. He will continue to keep the SWMBH Board apprised of further developments.

298 Pilot Update

Brad reported that SWMBH, Kalamazoo CMHSP, and Priority Health will submit a 298 Pilot proposal to the state.

Governor’s Budget

Brad reported that Governor Schneider has released his budget. The Board Association Summary will be distributed to the Board Members.

Performance Bonus Incentive Pool—Fiscal Year 2017

It was announced that our Region won the entire amount of the Performance Bonus Incentive Pool. It was determined that for Fiscal Year 2017 the Bonus Incentive would be shared as local funds with the CMHs.

Public Comment

None

Adjournment

Motion Moses Walker moved to adjourn at 10:45 AM.

Second Mary Myers

Question or Opposition – none

Motion Carried