

# Southwest Michigan

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## BEHAVIORAL HEALTH

### Board Meeting Minutes

February 9, 2024

Air Zoo Aerospace & Science Museum, 6151 Portage Rd, Portage, MI 49002

9:30 am-11:30 am

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**Members Present:** Tom Schmelzer, Louie Csokasy, Susan Barnes, Erik Krogh, Carol Naccarato, Sherii Sherban, Nancy Johnson

**Members Absent:** Edward Meny, Mark Doster

**Guests Present:** Brad Casemore, Chief Executive Officer, SWMBH; Garyl Guidry, Chief Financial Officer, SWMBH; Mila Todd, Chief Compliance Officer, SWMBH; Michelle Jacobs, Senior Operations Specialist & Rights Advisor, SWMBH; Alena Lacey, Director of Quality Management and Clinical Outcomes, SWMBH; Ella Philander, Executive Project Manager, SWMBH; Cameron Bullock, Pivotal; Richard Thiemkey, Barry CMH, Cathi Abbs, Pivotal Board Alternate, Debbie Hess, VanBuren CMH, Tina Leary, Jeannie Goodrich, Summit Pointe, Ric Compton, Riverwood; John Ruddell, Woodlands; Jonathan Current, Kalamazoo County

#### Welcome Guests

Tom Schmelzer called the meeting to order at 9:30 am and introductions were made.

#### Public Comment

None

#### Agenda Review and Adoption

Motion Carol Naccarato moved to approve the agenda with the additions of Conflict Free Access and Planning, Performance Bonus Incentive Program and current meeting location.  
Second Louie Csokasy  
Motion Carried

#### Financial Interest Disclosure (FID) Handling

Mila Todd stated that there were none for the Board's consideration today.

#### Consent Agenda

Motion Louie Csokasy moved to approve the December 8, 2023 Board minutes with corrections to BEL-006 Investments under Board Actions to be Considered to restate his comments on investments to: Louie Csokasy is waiting on independent analysis of investment and advisor expenses before revisions to BEL-006 Investments can be drafted for the Board's consideration.  
Second Nancy Johnson  
Motion Carried

November 29, 2023, December 20, 2023 and January 10, 2024 Operations Committee Meeting minutes were included in the packet for the Board's information. No questions from the Board.

Motion Susan Barnes moved to approve the Operations Committee minutes as listed above.  
Second Louie Csokasy  
Motion Carried

### **Required Approvals**

#### **Financial Risk Management Plan**

Garyl Guidry reported as documented noting one addition and one deletion. Discussion followed.

Motion Susan Barnes moved to approve the Financial Risk Management Plan as presented.  
Second Louie Csokasy  
Motion Carried

#### **Financial Management Plan**

Garyl Guidry reported as documented.

Motion Sherii Sherban moved to approve the Financial Management Plan as presented.  
Second Carol Naccarato  
Motion Carried

#### **Cost Allocation Plan**

Garyl Guidry reported as documented. Discussion followed.

Motion Nancy Johnson moved to approve the Cost Allocation Plan as presented.  
Second Susan Barnes  
Motion Carried

#### **Fiscal Year 2024 Quality Assurance and Performance Improvement Plan**

Alena Lacey, Director of Quality Management and Clinical Outcomes presented the 2024 Quality Assurance and Performance Improvement Plan (QAPIP) to the SWMBH Board on February 9, 2024. During the presentation one Board member inquired about changes from last year's plan. Alena Lacey answered that a few goals were changed. The Board is satisfied with the plan.

Motion Louie Csokasy moved to approve the 2024 Quality Assurance and Performance Improvement Plan as presented.  
Second Carol Naccarato  
Motion Carried

### **Ends Metrics**

#### **Substance Use Disorder Initiation and Engagement Metric Results**

Alena Lacey reported as documented.

Motion Erik Krogh moved to accept the interpretation of the Ends Metric as meeting the test of any reasonable interpretation and the data shows compliance with the interpretation.  
Second Susan Barnes  
Motion Carried

## **Board Actions to be Considered**

### **Board Governance Process Policy Replacement Set**

Brad Casemore reviewed history and Governance Policy work performed by Susan Radwan and the proposed changes in the meeting packet for the Board's consideration. Discussion followed and the Board agreed to table this topic until Susan Radwan completes her visits to all eight Community Mental Health (CMH) Boards. Brad Casemore also reviewed an additional memo/status from Susan Radwan on summary of completed CMH Board visits and a timeline of project completion.

### **Calendar Year 2024 Board Policy Review Calendar**

Tom Schmelzer noted the 2024 Board Policy Review Calendar as documented.

Motion Nancy Johnson moved to approve the 2024 Board Policy Review Calendar as presented.

Second Carol Naccarato

Motion Carried

### **Board as Board Compliance Committee**

Mila Todd reported as documented and reviewed 42 CFR 438.608(a)(1)(iii) Program Integrity Managed Care Federal Rules, specifically the standard requiring the establishment of a Board Regulatory Compliance Committee, as well as pending OIG-proposed MDHHS-PIHP contract language with specific requirements for the Board Regulatory Compliance Committee. Mila Todd offered several different options for the Board's consideration to satisfy the Federal rules and potential contractual requirements. Discussion followed. The Board motioned to establish a Regulatory Compliance Committee that will meet quarterly consisting of three Board members Louie Csokasy, Sherri Sherban and Edward Meny with the SWMBH Chief Compliance Office as the Chair. At the April Board meeting a Board Regulatory Compliance Committee Charter and a revision to Board Committee Policy will be presented for the Board's approval/consideration. All Board Members agreed.

### **May 10 Board Planning Session**

Brad Casemore reported as documented initiating Board deliberations on proposed Planning Session topics, facilitator(s) and presenter(s). Michelle Jacobs noted the May 10<sup>th</sup> Board Planning Session will be held at Bay Pointe Inn, 11456 Marsh Rd. Shelbyville, MI 49344 with an optional dinner on May 9<sup>th</sup> from 5:30pm-7:30pm at the Bay Pointe Bar & Grille (up to a maximum 25 with Board Members and Board Alternates offered first option). The Board Meeting and Planning Session on May 10<sup>th</sup> 9:30am-3:30pm in the Fireside Room at Bay Pointe Inn. Hotel Rooms for May 9<sup>th</sup> for Board Members and spouse will be covered by SWMBH. Please let Michelle Jacobs know if you need a room reserved by February 29<sup>th</sup>.

### **SWMBH Board Meeting Location**

Michelle Jacobs reviewed the process of current meeting location. The Board would like to continue the same meeting location with a switch to another room to allow for more space and improved acoustics.

## **Board Policy Review**

### **BG-004 Board Ends and Accomplishments**

Tom Schmelzer reported as documented.

Motion Carol Naccarato moved that the Board accepts the interpretation of Policy BG-004 Board Ends and Accomplishments as meeting the test of any reasonable interpretation and the data shows Board compliance with the interpretation.

Second Susan Barnes

Motion Carried

### **BG-007 Code of Conduct**

Tom Schmelzer reported as documented. Discussion followed.

Motion Carol Naccarato moved that the Board accepts the interpretation of Policy BG-007 Code of Conduct as meeting the test of any reasonable interpretation and the data shows Board compliance with the interpretation.

Second Susan Barnes

Motion Carried

## **Executive Limitations Review**

None scheduled

## **Board Education**

### **Fiscal Year 2024 Year to Date Financial Statements**

Garyl Guidry reported as documented noting actual financial statements from all eight Community Mental Health Service Providers (CMHSP) and revenue, expenses and deficits. Brad Casemore shared that there is both a revenue and an expense problem and emphasized the need for action from all CMHSPs and SWMBH. Discussion followed.

### **Consultant Costs**

Garyl Guidry reported 2023 consultant costs from Leading Edge Mentoring (Susan Radwan) of \$12,693.

### **Conflict Free Access and Planning**

Alena Lacey stated that the MDHHS workgroup disbanded in November of 2023 and there is nothing new to report. The State is working with an outside firm to develop a model. The PIHPs are required to implement the designated model by 10/1/24.

### **Performance Bonus Incentive Program (PBIP)**

Brad Casemore reviewed history of the Department's .75 withhold of Medicaid revenue which is approximately \$2.75 million per year that our region has to earn back. Each year the PBIP metrics change per MDHHS. SWMBH is reviewing CMHSP feedback and development is under consideration.

**Communication and Counsel to the Board**

**Investments Update**

Garyl Guidry reported on SWMBH rolling CDs with return rates and projected earnings. Garyl also reported on recent meetings with independent investments advisors. SWMBH is reviewing all data and information from those meetings and will bring those findings to the Board at a future meeting.

**Fiscal Year 2023 Medicaid Services Verification Report**

Mila Todd reported as documented noting summary of findings.

**2023 Board Member Attendance to Community Mental Health Service Providers (CMHSP)**

Brad Casemore reported as documented noting that this report is sent to CMHSPs annually.

**Public Comment**

None

**Adjournment**

Motion Louie Csokasy moved to adjourn.

Second Sherii Sherban

Motion Carried

Meeting adjourned 11:40am