

Southwest Michigan

BEHAVIORAL HEALTH

Draft Board Meeting Minutes March 12, 2021 9:30 am-11:00 am GoTo Webinar and Conference Call

Members Present via phone: Tom Schmelzer, Mary Middleton, Patrick Garrett, Erik Krogh, Ruth Perino, Cathi Abbs, Angie Dickerson

Guests Present via phone: Bradley Casemore, Executive Officer, SWMBH; Tracy Dawson, Chief Financial Officer, SWMBH; Mila Todd, Chief Compliance and Privacy Officer, SWMBH; Anne Wickham, Chief Administrative Officer, SWMBH; Natalie Spivak, Chief Information Officer, SWMBH; Jonathan Gardner, Director of Quality Assurance Performance and Improvement, SWMBH; Moira Kean, Director of Clinical Quality, SWMBH; Rhea Freitag, Behavioral Health Waiver & Clinical Quality Manager, SWMBH; Deb Hess, Van Buren CMH; Ric Compton, Riverwood; Richard Thiemkey, Barry County CMH; Jon Houtz, Pines BH Board Alternate; Mary Ann Bush, Project Coordinator/Senior Operations Specialist, SWMBH; Michelle Jacobs, Senior Operations Specialist and Rights Advisor, SWMBH; Brad Sysol, Summit Pointe; Jeff Patton, ISK; Terry Proctor, Woodlands Board Alternate; Carl Doerschler, Rose Street Advisors

Welcome Guests

Tom Schmelzer called the meeting to order at 9:32 am and Board attendees were announced.

Public Comment

None

Agenda Review and Adoption

Motion	Mary Middleton moved to accept the agenda as presented.	
Second	Patrick Garrett	
Roll call vote	Ruth Perino	yes
	Tom Schmelzer	yes
	Patrick Garrett	yes
	Mary Middleton	yes
	Erik Krogh	yes
	Cathi Abbs	yes

Motion Carried

Financial Interest Disclosure Handling

Mila Todd stated that there were no disclosures from Brad Casemore and therefore no action needed by the Board.

SWMBH Retirement Plan Review

Carl Doerschler of Rose Street Advisors reported as documented.

Consent Agenda

Motion Erik Krogh moved to approve the March 12, 2021 Board meeting minutes as presented.

Second Ruth Perino

Roll call vote Ruth Perino yes
Tom Schmelzer yes
Patrick Garrett yes
Mary Middleton yes
Erik Krogh yes
Cathi Abbs yes
Angie Dickerson yes

Motion Carried

Operations Committee

Operations Committee Minutes January 20, 2021

Tom Schmelzer noted the minutes as documented. No additional comments. Minutes accepted.

Ends Metrics

Fiscal Year 2020 Customer Satisfaction Survey Results

Jonathan Gardner reported as documented.

Motion Patrick Garrett moved to that the data is relevant and compelling, the Executive Officer is in compliance and the Ends does not need further revisions.

Second Ruth Perino

Roll call vote Ruth Perino yes
Tom Schmelzer yes
Patrick Garrett yes
Mary Middleton yes
Erik Krogh yes
Cathi Abbs yes
Angie Dickerson yes

SWMBH 2020 Health Services Advisory Group (HSAG) External Quality Review Compliance Monitoring Report

Jonathan Gardner reported as documented.

Motion Mary Middleton moved that the data is relevant and compelling, the Executive Officer is in compliance and the Ends does not need further revisions.

Second Patrick Garrett

Roll call vote Ruth Perino yes
Tom Schmelzer yes
Patrick Garrett yes
Mary Middleton yes
Erik Krogh yes
Cathi Abbs yes
Angie Dickerson yes

Fiscal Year 2020 Performance Bonus Incentive Program Results

Jonathan Gardner reported as documented.

- Motion Ruth Perino moved to that the data is relevant and compelling, the Executive Officer is in compliance and the Ends does not need further revisions.
- Second Erik Krogh
- Roll call vote Ruth Perino yes
- Tom Schmelzer yes
- Patrick Garrett yes
- Mary Middleton yes
- Erik Krogh yes
- Cathi Abbs yes
- Angie Dickerson yes

Fiscal Year 2020 Autism Spectrum Disorder

Rhea Freitag reported as documented.

- Motion Mary Middleton moved that the data is relevant and compelling, the Executive Officer is in compliance, the Ends does not need further revisions and SWMBH has successfully achieved +1 bonus points for exceeding an average of 61% throughout all 4 quarters of the measurement period.
- Second Patrick Garrett
- Roll call vote Ruth Perino yes
- Tom Schmelzer yes
- Patrick Garrett yes
- Mary Middleton yes
- Erik Krogh yes
- Cathi Abbs yes
- Angie Dickerson yes

Integrated Care

Moira Kean reported as documented.

Board Actions to be Considered

Operating Agreement

Brad Casemore noted that the Operating Agreement is reviewed annually by the Operations Committee per SWMBH Bylaws. Debbie Hess, Operations Committee Chair, stated that the Operating Agreement was reviewed at the February 24, 2021 meeting and no revisions were made to the Operating Agreement.

- Motion Erik Krogh moved to approve the Operating Agreement as presented.
- Second Patrick Garrett

Roll call vote	Ruth Perino	yes
	Tom Schmelzer	yes
	Patrick Garrett	yes
	Mary Middleton	yes
	Erik Krogh	yes
	Cathi Abbs	yes
	Angie Dickerson	yes

Board Policy Review

None

Executive Limitations Review

None

Board Education

Fiscal Year 2021 Year to Date Financial Statements

Tracy Dawson reported as documented. Discussion followed.

Fiscal Year 2020 Quality Assurance – Performance Improvement Program Evaluation

Jonathan Gardner reported as documented noting MDHHS requirements and Federal regulations.

Fiscal Year 2020 Performance Bonus Incentive Pool Earnings

Tracy Dawson reported as documented. Discussion followed.

Fiscal Year 2020 HIPAA Privacy/Security Report

Natalie Spivak and Mila Todd reported as documented.

Fiscal Year End 2019 PIHP Compliance Examination Letter

Tracy Dawson reported as documented.

Communication and Counsel to the Board

Planning Update

Brad Casemore reported as documented.

SWMBH Network Risk Management Strategy Letter

Brad Casemore noted the document in the packet for the Board's review.

April 9, 2021 Board Agenda

Brad Casemore noted the document in the packet for the Board's review and reminded the Board of Officer Elections at the April meeting.

Board Member Attendance Roster

Brad Casemore noted the document in the packet for the Board's review.

Nelson Thank You Card

Brad Casemore noted the document in the packet for the Board's review.

COVID-19 One Year Update

Brad Casemore noted this month as a one-year mark into the COVID-19 pandemic. He emphasized SWMBH’s continued commitment to persons served, and commended SWMBH leadership and staff for their work during the pandemic. He gave individual recognition to Anne Wickham, Chief Administrative Officer at SWMBH for her tireless work during the pandemic managing Human Resources, Utilization Management, Customer Services and Operations, ensuring services continued while maintaining SWMBH staff safety under MDHHS Executive Orders.

Public Comment

None

Adjournment

Motion Erik Krogh moved to adjourn at 10:38am
Second Patrick Garrett
Unanimous Voice Vote
Motion Carried