

Southwest Michigan

BEHAVIORAL HEALTH

Draft Board Meeting Minutes

March 8, 2019

9:30 am-11:30 am

5250 Lovers Lane, Suite 200, Portage, MI 49002

Members Present: Tom Schmelzer, Ed Meny, Moses Walker, Patrick Garrett, Mary Myers, Robert Becker

Members on phone: Robert Nelson

Guests: 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; Jonathan Gardner, Director of QAPI, SWMBH; Mary Ann Bush, Senior Operations Specialist/Project Coordinator, SWMBH; Robert Moerland, Chief Information Officer, SWMBH; Jon Houtz, Pines Behavioral Health Alternate; Nancy Johnson, Berrien Alternate; Pat Guenther, Kalamazoo Alternate; Deb Hess, Van Buren Community Mental Health; Susan Germann, Pines Behavioral Health; Ric Compton, Riverwood; Jeff Patton, Kalamazoo CMHSAS; Brad Sysol, Summit Pointe; Kris Kirsch, St. Joseph Community Mental Health & Substance Abuse Services; Richard Thiemkey, Barry County Community Mental Health; Jeannie Goodrich, Summit Pointe; Kathy Sheffield, Woodlands Behavioral Health; Mike Kenney, NAMI

Welcome Guests

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

Public Comment

- Tom Schmelzer recognized SWMBH's 5-year anniversary and thanked everyone for celebrating the occasion with breakfast.
- Kathy Sheffield commented on SWMBH's recent Performance Bonus Incentive Program (PBIP) award and distributed a handout requesting the PBIP award be distributed locally.
- Edward Meny commented on the State Legislators continued use of the word "broken" when referring to the public mental health system. Ed expressed his dissatisfaction and his intention to write his State and local representatives to share his thoughts on the current public mental health system, which he believes is not broken.

Agenda Review and Adoption

Motion Mary Myers moved to accept the agenda with one addition regarding the Operations Committee Self Evaluation.

Second Patrick Garrett

Motion Carried

Financial Interest Disclosure – Conflict of Interest Handling

Mila Todd presented the Conflict of Interest and the Financial Interest Disclosures for Jeannie Goodrich, CEO of Summit Pointe, and a member of the SWMBH Operations Committee. Mila Todd stated that Ms. Goodrich disclosed that she has a direct family member employed by Pine Rest-Center Pointe. Summit Pointe contracts with Pine Rest-Center Pointe to provide crisis

residential services reimbursed utilizing Medicaid Funds. SWMBH negotiates the terms and manages execution of Crisis Residential contracts, including Pine Rest-Center Point.

- Motion Moses Walker moved that:
1. A conflict of interest exists;
 2. The Board is not able to obtain a more advantageous arrangement from someone other than Ms. Goodrich;
 3. Reasonable safeguards are already in place at Summit Pointe to ensure that the conflict disclosed is not likely to affect the integrity of the services that SWMBH may expect to receive from Ms. Goodrich; and
 4. A conflict of interest waiver should be granted.
- Second Mary Myers
- Discussion Jeannie Goodrich was not asked to leave, and motion was unanimously carried.
- Motion Carried

Consent Agenda

- Motion Edward Meny moved to approve the January 11, 2019 Board Meeting minutes as presented.
- Second Patrick Garrett
- Motion Carried

Operations Committee

Operations Committee Minutes December 19, 2018 and January 23, 2019
Tom Schmelzer asked for comments or questions. Minutes accepted.

Ends Metrics

2018 Customer Satisfaction Survey Results

Jonathan Gardner reviewed the Ends Metrics regarding Customer Satisfaction. Jonathan reviewed the Mental Health Statistics Improvement Program (MHSIP) and Youth Services Survey (YSS) tools, processes and Customer Satisfaction Survey Results report.

- Motion Edward Meny moved that the data is relevant and compelling, the Executive Officer is in compliance and the Ends Metric does not need revision.
- Second Moses Walker
- Motion Carried

Board Actions to be Considered

SWMBH Board Bylaws Revisions Resolution

Brad Casemore reviewed the history of the Board approved Bylaws revisions and noted that the Board has the choice to vote on the resolution or not. Board deliberated and a straw poll stating the Board should hold and wait was conducted. No motion ensued.

Board Directive

Brad Casemore reviewed the Board directive and Tracy Dawson reviewed SWMBH memo/report

response as presented. Board discussed and thanked Brad and Tracy for their hard work in preparing the report. Board agreed to take the report as a point of reference and advisement and requested management recommendations and up to date financial information be brought to the April Board meeting.

Fiscal Year 2018 Performance Bonus Incentive (PBIP) Characterization

Brad Casemore reviewed the memo as presented. Board discussed.

Motion Moses Walker moved that PBIP earnings in the amount of \$1,823,244.82 shall be retained at SWMBH, characterized as Board-designated local reserve, and shall be used solely in support of Regional SWMBH Medicaid obligations.

Second Tom Schmelzer

Roll call vote as follows:

- Tom Schmelzer yes
- Edward Meny abstain
- Patrick Garrett no
- Moses Walker yes
- Mary Myers no
- Robert Becker no

Motion failed

Motion Patrick Garrett moved that SWMBH corporate attorney to draft opinion on whether proposed motion is supported by current PBIP contract language, if not what contract language would be necessary to support proposed motion.

Second May Myers

A majority vote was not obtained, and the motion failed.

SWMBH Operating Agreement

Brad Casemore reported as documented.

Motion Moses Walker moved that the SWMBH Operating Agreement revisions be accepted as presented.

Second Patrick Garrett

Motion Carried

SWMBH Operations Committee Charter

Brad Casemore reported as documented and noted the duplicative nature of the Charter. Language in Charter is included in the SWMBH Operating Agreement.

Motion Moses Walker moved to sunset the SWMBH Operations Committee Charter.

Second Patrick Garrett

Motion Carried

SWMBH Board Retreat Planning – May 2019

Brad Casemore reviewed SWMBH Board Retreat Planning, suggested invitees and location.

Motion Moses Walker moved to approve a May 10, 2019 Board Retreat meeting.

Second Patrick Garrett
Motion Carried

SWMBH Operations Committee Self Evaluation

Brad Casemore asked the Board to move the Operations Committee Self Evaluation from April to May for the Committee to discuss the results prior to presentation to the Board.

Motion Tom Schmelzer moved the Operations Committee Self Evaluation be presented at the May Board meeting.

Second Patrick Garrett
Motion Carried

Board Policy Review

None scheduled

Executive Limitations Review

BEL-007 Compensation and Benefits

Tom Schmelzer noted the absence of Susan Barnes, who is the reviewer of the Executive Limitations policy BEL-007. Board agreed to move this review to the April Board meeting.

Board Education

Final Fiscal Year 2018 Consolidated Financial Statements

Tracy Dawson reported as documented.

Fiscal Year 2019 Year to Date Financial Statements

Tracy Dawson reported as documented.

2019 Utilization Management (UM) Plan

Anne Wickham reported as documented highlighting main purpose and roles of UM Plan.

Fiscal Year 2018 Program Integrity Compliance Program Evaluation

Mila Todd reported as documented.

Fiscal Year 2018 HIPPA Privacy/Security Report

Mila Todd reported as documented.

Integrated Care Targeted Measures Status

Moira Kean reported as documented.

Communication and Counsel to the Board

Michigan Consortium for Healthcare Excellence (MCHE)

Brad Casemore reported no updates for MCHE at this time.

2019 Public Policy Legislative Education Initiative

Brad Casemore reported as documented.

Board Member Attendance Roster

Brad Casemore reported as documented.

SWMBH Retirement Plans Follow Up

Anne Wickham reported as documented.

Public Comment

Tom Schmelzer noted April Board Officer elections and the desire to transition officers after a two-year term with Vice Chair assuming Chair role. Board agreed.

Mike Kenney complimented the Board on their hard work.

Adjournment

Motion Moses Walker moved to adjourn at 11:45 am.

Second Mary Myers

Motion Carried