

Southwest Michigan

BEHAVIORAL HEALTH

Draft Board Meeting Minutes April 10, 2020 9:30 am-11:00 am GoTo Webinar and Conference Call

Members Present via phone: Tom Schmelzer, Edward Meny, Susan Barnes, Robert Nelson, Michael McShane, Patrick Garrett, Erik Krogh, and Janet Bermingham

Guests Present via phone: Bradley Casemore, Executive Officer, SWMBH; Tracy Dawson, Chief Financial Officer, SWMBH; Mila Todd, Chief Compliance and Privacy Officer, SWMBH; Jonathan Gardner, Director of Quality Assurance Performance and Improvement, SWMBH; Moira Kean, Director of Clinical Quality, SWMBH; Anne Wickham, Chief Administrative Officer, SWMBH; Natalie Spivak, Chief Information Officer, SWMBH; Deb Hess, Van Buren Community Mental Health; Sue Germann, Pines Behavioral Health; Ric Compton, Riverwood; Brad Sysol, Summit Pointe; Richard Thiemkey, Barry County Community Mental Health; Jon Houtz, Pines BH Alternate; Pat Guenther, Kalamazoo Alternate; Robert Becker, Barry Alternate; Randy Hyrns, Berrien Alternate; Jeff Patton, ISK; Randy Paruch, IT Program Manager, SWMBH; Derek Miller, Roslund, Prestage & Company; Michelle Jacobs, Senior Operations Specialist and Rights Advisor, SWMBH; Mary Ann Bush, Senior Operations Specialist and Project Coordinator, SWMBH

Welcome Guests

Tom Schmelzer called the meeting to order at 9:48 am, introductions were made, and Tom welcomed the group. Tom Schmelzer gave the following announcement: We have established Public Comment times whose availability, duration and number of speakers is at the Chair's discretion. Please hold public comment until those times are announced. Please do not place your phones on hold – mute is ok. Brad Casemore gave the following announcement: SWMBH cannot and will not limit or restrict Press or Media Participation. Board Members must refrain from communicating with and amongst each other during the meeting by any means, including but not limited to texting, e-mail, Instant Messaging etc.

Public Comment

None

Agenda Review and Adoption

Motion Edward Meny moved to accept the agenda as presented with the deletion of Alan Bolter's presentation as Mr. Bolter was unavailable.
Second Erik Krogh
Motion Carried

Financial Interest Disclosure Handling

Mila Todd reviewed the Financial Interest and Conflict of Interest statements from Janet Bermingham.

Motion Erik Krogh moved that a conflict of interest exists, the Board is not able to obtain a more advantageous transaction or arrangement from someone other than Janet Bermingham, the Financial Interest disclosed by Janet Bermingham on the SWMBH

Financial Interest Disclosure Statement is not so substantial as to be likely to affect the integrity of services SWMBH may expect to receive from Janet Bermingham, and the conflict should be waived.

Second Patrick Garrett
Motion Carried

Fiscal Year 2019 Audit Report

Derek Miller of Roslund, Prestage & Company reported as documented and thanked the Audit Committee for their in-depth review of the report presented to them on April 3, 2020.

Motion Edward Meny moved that the Audit Committee reviewed and approved the report as presented by Derek Miller.

Second Erik Krogh
Motion Carried

Consent Agenda

Motion Susan Barnes moved to approve the March 13, 2020 Board meeting minutes as presented.

Second Edward Meny

Roll call vote Bob Nelson yes
Edward Meny yes
Tom Schmelzer yes
Pat Garrett yes
Michael McShane yes
Erik Krogh yes
Janet Bermingham yes
Susan Barnes yes

Motion Carried

Operations Committee

Operations Committee Minutes February 26, 2020

Debra Hess reported as documented. Minutes accepted.

Operations Committee Quarterly Report

Debra Hess reported as documented. Report accepted.

Environmental Scan

Brad Casemore stated that the Governor announced supplemental funds are coming for COVID-19 response and the dramatic influence it is and will have in our State and system. Brad Casemore thanked SWMBH senior leadership, SWMBH staff and the CMH providers for all their work on COVID-19. The Board also expressed their gratitude to SWMBH staff.

Ends Metrics

Assessment Tools: American Society of Addiction Medicine (ASAM)

Moira Kean reported as documented. Discussion followed.

Motion Pat Garrett moved that the data is relevant and compelling, the Executive Officer is not in compliance as SWMBH achieved a 94.1% and the Metric threshold is 95%. The Ends do not need revision at this time.

Second Erik Krogh

Roll call vote	Bob Nelson	yes
	Edward Meny	yes
	Tom Schmelzer	yes
	Pat Garrett	yes
	Michael McShane	yes
	Erik Krogh	yes
	Janet Bermingham	yes
	Susan Barnes	yes

Motion Carried

Board Actions to be Considered

SWMBH Board Elections

Tom Schmelzer noted the SWMBH Board discussion and decision of the last year that every two years the SWMBH Board Vice Chair will become the SWMBH Board Chair and as such Edward Meny would become the SWMBH Board Chair. Edward Meny stated that he is willing to take on the responsibilities of Chair.

Motion Sue Barnes moved to acknowledge the policy and nominate Edward Meny as the SWMBH Board Chair.

Second Erick Krogh

Roll call vote	Bob Nelson	yes
	Edward Meny	yes
	Tom Schmelzer	yes
	Pat Garrett	yes
	Michael McShane	yes
	Erik Krogh	yes
	Janet Bermingham	yes
	Susan Barnes	yes

Motion Carried

Tom Schmelzer opened the floor for nominations for SWMBH Board Vice-Chair. Susan Barnes nominated Patrick Garrett. Patrick Garrett thanked Susan Barnes for the nomination, but due to personal reasons was not able to accept the nomination. Tom Schmelzer stated if there were no nominations he would serve as the Vice-Chair.

Motion Susan Barnes moved to nominate Tom Schmelzer as SWMBH Board Vice-Chair.

Second Erik Krogh

Roll call vote	Bob Nelson	yes
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Edward Meny	yes
Tom Schmelzer	yes
Pat Garrett	yes
Michael McShane	yes
Erik Krogh	yes
Janet Bermingham	yes
Susan Barnes	yes

Motion Carried

Tom Schmelzer opened the floor for nominations for SWMBH Board Secretary. Robert Nelson nominated Susan Barnes for SWMBH Board Secretary. No other nominations were brought forward.

Motion Robert Nelson moved to nominate Susan Barnes as SWMBH Board Secretary.

Second Erick Krogh

Roll call vote	Bob Nelson	yes
	Edward Meny	yes
	Tom Schmelzer	yes
	Pat Garrett	yes
	Michael McShane	yes
	Erik Krogh	yes
	Janet Bermingham	yes
	Susan Barnes	yes

Motion Carried

Elections occur each April per Board Policy.

2020-2024 Strategic Imperatives

Brad Casemore reported as documented. Discussion followed. Board agreed to table the strategic imperatives until May Board meeting, and more is known regarding COVID-19 considerations and ramifications. Brad and Board members encouraged circulation to CMH Boards, with comments to Brad.

May 8 Board Planning Session

Tom Schmelzer discussed the May 8th Board Retreat scheduled for Sherman Lake.

Motion Susan Barnes moved to postpone the Board Retreat and reschedule the meeting at a later date.

Second Michael McShane

Roll call vote	Bob Nelson	yes
	Edward Meny	yes
	Tom Schmelzer	yes
	Pat Garrett	yes
	Michael McShane	yes
	Erik Krogh	yes
	Janet Bermingham	yes
	Susan Barnes	yes

Motion Carried

This topic will be placed on the May Board Agenda.

Board Policy Review

BG-006 Annual Board Planning

Tom Schmelzer reported as documented.

Motion Edward Meny moved that the Board is in compliance and Policy BG-006 Annual Board Planning does not revision.

Second Patrick Garrett

Roll call vote	Bob Nelson	yes
	Edward Meny	yes
	Tom Schmelzer	yes
	Pat Garrett	yes
	Michael McShane	yes
	Erik Krogh	yes
	Janet Bermingham	yes
	Susan Barnes	yes

Motion Carried

BG-010 Board Committee Principles

Tom Schmelzer reported as documented.

Motion Patrick Garrett moved that the Board is in compliance and Policy BG-010 Board Committee Principles does not need revision.

Second Susan Barnes

Roll call vote	Bob Nelson	yes
	Edward Meny	yes
	Tom Schmelzer	yes
	Pat Garrett	yes
	Michael McShane	yes
	Erik Krogh	yes
	Janet Bermingham	yes
	Susan Barnes	yes

Motion Carried

Executive Limitations Review

None scheduled

Board Education

COVID-19 Business Continuity

Anne Wickham reported the responses and steps that SWMBH has taken regarding COVID-19.

- On March 16th SWMBH observed and issued social distancing based on the Governor's order.
- High risk SWMBH staff left the building first followed by all SWMBH staff on March 18th.
- All SWMBH staff are working remotely and IT technology has gone fairly well.

- A few SWMBH staff enter the SWMBH offices weekly for essential functions such as paying vendors, providers, and mailing materials to customers. Social distancing and other COVID-19 guidelines are followed.
- SWMBH Senior Leadership continues to assess the COVID-19 pandemic and has begun the next planning phase of returning to work in the office when the Governor lifts the Stay at Home order.

Edward Meny stated that he was grateful to SWMBH staff for their calm, collective ability to adjust and remain focused on their jobs. He said, "It's remarkable and please share this with your staff."

Final Fiscal Year 2019 Financial Statements

Tracy Dawson reported as documented. Additional funding from the State is expected to begin in April. Discussion followed.

Auditor Procurement

Tracy Dawson stated that SWMBH will be issuing an RFP at the end of April. Four to five auditing firms have been identified for solicitation.

Fiscal Year 2019 Quality Assurance and Performance Improvement and Utilization Management Annual Evaluation Report

Jonathan Gardner reported as documented. Discussion followed.

Workplace Culture Program

Anne Wickham reported as documented. Tom Schmelzer commented that he is glad to see SWMBH having a program for their employees.

System Reform Part 2

Brad Casemore reported as documented.

Communication and Counsel to the Board

Michigan Consortium for Healthcare Excellence (MCHE) Update

Brad Casemore reported as documented.

April 17, 2020 Public Policy Legislative Event Canceled

Brad Casemore noted that the April 17th Legislative Event has been cancelled. SWMBH is looking to reschedule in late summer or early fall.

Board Member Attendance Roster

Brad Casemore noted the document is in the meeting materials for the Board's review.

Regional Entities/PIHPs Unenrolled Complex Care Management Proposal to MDHHS

Brad Casemore stated that a three-page proposal was sent to DHHS and that DHHS stated that they are interested, and they would respond when they were able.

Public Comment

Randy Hyrns refined his prior statement in interpreting the Governor’s Executive Order to be clear that the Executive Order says roll call votes were “urged” but not required as previously stated. Tom Schmelzer thanked everyone for their participation and asked that everyone stay safe.

Adjournment

Motion Erik Krogh moved to adjourn at 11:26am

Second Susan Barnes

Roll call vote Edward Meny yes

Tom Schmelzer yes

Michael McShane yes

Erik Krogh yes

Janet Bermingham yes

Susan Barnes yes

Motion Carried