

**Draft Board Meeting Minutes**  
**June 12, 2020**  
**9:30 am-11:30 am**  
**GoTo Webinar and Conference Call**

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**Members Present via phone:** Edward Meny, Tom Schmelzer, 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; Deb Hess, Van Buren CMH; Sue Germann, Pines Behavioral Health; Ric Compton, Riverwood; Brad Sysol, Summit Pointe; Richard Thiemkey, Barry County CMH; Jon Houtz, Pines BH Alternate; Pat Guenther, Kalamazoo Alternate; Jane Konyndyk, ISK; Kris Kirsch, St. Joseph CMH; Mary Middleton, Woodlands Board Alternate; Michelle Jacobs, Senior Operations Specialist and Rights Advisor, SWMBH; Mary Ann Bush, Senior Operations Specialist and Project Coordinator, SWMBH

**Welcome Guests**

Edward Meny called the meeting to order at 9:32 am, introductions were made, and Edward welcomed the group.

**Public Comment**

None

**Agenda Review and Adoption**

Motion Erik Krogh moved to accept the agenda with a comment from Brad Casemore that the Budget Assumptions agenda item would be presented at the July Board meeting.

Second Tom Schmelzer

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

**Financial Interest Disclosure Handling**

Mila Todd reported she received a completed SWMBH Financial Interest Disclosure Statement that was signed by Mary Middleton on June 3, 2020 in which the following Financial Interests were disclosed:

- Inherent conflict from simultaneous service on Woodlands’ and SWMBH’s Boards; and
- Serves as the CEO of Cassopolis Family Clinic Network, a provider with which SWMBH is pursuing a contract for Substance Use Disorder services to SWMBH customers, which will be reimbursed using Medicaid funds.

Motion Patrick Garrett moved that a conflict of interest exists, the Board is not able to obtain a more advantageous transaction or arrangement from someone other than Ms. Middleton, the financial interests disclosed by Ms. Middleton are not so substantial as to be likely to affect the integrity of the services SWMBH can expect to receive from her, and the following restrictions should be put in place:

1. The standard restriction concerning recusal when a dispute arises between Woodlands and SWMBH; and
2. Ms. Middleton shall not take part in any deliberations or vote in any matter than directly involves Cassopolis Family Clinic Network.

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

**Consent Agenda**

Motion Tom Schmelzer moved to approve the revised May 8, 2020 Board meeting minutes as presented.

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

**Operations Committee**

**Operations Committee Minutes April 22, 2020**

Edward Meny noted the minutes as documented. Minutes accepted.

**Ends Metrics**

**Diabetes Screening for Consumers with Schizophrenia or Bipolar Disorder who are taking Antipsychotic Medications**

Moira Kean and Jonathan Gardner reported as presented, noting SWMBH achieved 76.44% and the metric to achieve was 80%. Discussion followed.

Motion Sue Barnes moved that the data is relevant and compelling, the executive officer is not in compliance and the ends may need possible revisions and improvement.

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

**Fiscal Year 2020 Performance Bonus Incentive Program**

Jonathan Gardner reported as presented, noting this is a Board update that does not require a Board motion and approval.

**Board Actions to be Considered**

None

**Board Policy Review**

**BG-012 Open Meetings Act and Freedom of Information**

Edward Meny reported as documented.

Motion Tom Schmelzer moved that the Board is in compliance and Policy BG-008 Open Meetings Act and Freedom of Information Act do not revision.

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

**Executive Limitations Review**

**BEL-002 Financial Conditions**

Tom Schmelzer reviewed the policy as documented and noted supporting documents he reviewed regarding the policy.

Motion                      Thomas Schmelzer moved that the Executive Officer is in compliance and Policy BEL-002 Financial Conditions 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

**BEL-006 Investments**

Patrick Garrett reviewed the policy as documented.

Motion                      Patrick Garrett moved that the Executive Officer is in compliance and Policy BEL-006 Investments does not need revision.

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

**BEL-007 Compensation and Benefits**

Robert Nelson reviewed the policy as documented.

Motion                      Robert Nelson moved that the Executive Officer is in compliance and Policy BEL-002 Financial Conditions does not need revision.

Second                      Tom Schmelzer

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 Education**

**Fiscal Year 2021 Budget Development Calendar**

Tracy Dawson reported as documented.

**Fiscal Year 2020 Year to Date Financial Statements**

Tracy Dawson reported as documented noting the revenue increase due to a MDHHS rate adjustment and savings moved into the internal service fund.

**Fiscal year 2019 Performance Bonus Incentive Program disbursements to CMHs**

Tracy Dawson reported as documented.

**Auditor Procurement**

Tracy Dawson stated that today is the last day for request for proposal responses and she will report on the proposals at the July Board meeting.

**Health Services Advisory Group External Quality Review Results**

Jonathan Gardner reported as documented noting that SWMBH ranked #1 among the PIHPs in the State of Michigan on percentage results. Robert Nelson congratulated SWMBH.

**Regional Gambling Assessment and Plans**

Justin Rolin reported as documented. Discussion followed.

**Center for Healthcare Integration and Innovation (CHI2) "Tradition of Excellence and Innovation"**

Brad Casemore reported as documented.

**Communication and Counsel to the Board**

**Community Mental Health Association of Michigan System Transformation**

Brad Casemore reported as documented.

**Provider Payments & Risk Corridor**

Brad Casemore reported as documented.

**MDHHS 90 Day Follow-Up to the 1915(c) Home and Community Based Services (HCBS) Corrective Action Plan**

Brad Casemore reported as documented.

**Advocates Letter**

Brad Casemore reported as documented.

**July 10, 2020 Board Agenda**

Brad Casemore reported as documented.

**Board Member Attendance Roster**

Brad Casemore reported as documented.

**Public Comment**

Robert Nelson inquired about COVID-19 and future funding shortfalls. Brad Casemore responded that this will be addressed at the August Board planning session.

Erik Krogh asked if future changes in law enforcement policy would result in changes at the CMH level on how they would provide services. Brad Casemore responded that CMHs already do some crisis intervention and that changes could be implemented if law enforcement changes are passed.

**Adjournment**

Motion Erik Krogh moved to adjourn at 11:11am

Second All

Motion Carried