

# Southwest Michigan

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## BEHAVIORAL HEALTH

**Draft Board Meeting Minutes**  
**August 9, 2019**  
**9:30 am-11:00 am**  
**5250 Lovers Lane, Suite 200, Portage, MI 49002**

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**Members Present:** Tom Schmelzer, Ed Meny, Susan Barnes, Robert Nelson, Mary Myers, Moses Walker, Patrick Garrett

**Guests:** Bradley Casemore, Executive Officer, SWMBH; Tracy Dawson, Chief Financial Officer, SWMBH; Mila Todd, Chief Compliance and Privacy Officer, SWMBH; Jon Houtz, Pines Behavioral Health Alternate; Ric Compton, Riverwood; Brad Sysol, Summit Pointe; Debra Hess, Van Buren CMH; Richard Thiemkey, Barry County CMH; Kathy Sheffield, Woodlands BHN; Michael McShane, Woodlands BHN; Karen Lehman, Woodlands BHN; Sue Germann, Pines BH; Randall Hazelbaker, Branch County; Jonathan Gardner, Director of Quality Assurance and Improvement, SWMBH; Joel Smith, Director of Substance Use Disorder Services, SWMBH; Mary Ann Bush, Senior Operations Specialist, SWMBH; Michelle Jorgboyan, Senior Operations Specialist, SWMBH

**Welcome Guests**

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

**Public Comment**

None

**Agenda Review and Adoption**

Motion Edward Meny moved to accept the agenda as presented.

Second Mary Myers

Motion Carried

**Consent Agenda**

Motion Susan Barnes moved to approve the July 12, 2019 Board meeting minutes as presented.

Second Robert Nelson

Motion Carried

**Operations Committee**

**Operations Committee Minutes June 26, 2019**

Tom Schmelzer presented the report as documented. Discussion followed. Minutes accepted.

**Ends Metrics Updates**

**Michigan Mission Based Performance Indicator System Update**

Jonathan Gardner reported as documented. Discussion followed.

**Board Actions to be Considered**

**Closed Session to review Counsel Opinion (Time: 10:30am)**

Motion Tom Schmelzer moved that the SWMBH Board go into closed session pursuant to Section 8(h) of the Open Meetings Act to review information exempt from disclosure under MCL 15.243(g), specifically, information protected by the attorney-client privilege.

Second Edward Meny

Roll Call Vote Robert Nelson – yes Edward Meny – yes Tom Schmelzer – yes  
Patrick Garrett – yes Mary Myers – yes Moses Walker – yes  
Susan Barnes - yes

Motion Carried

Note: Remaining in the room – Tom Schmelzer, Robert Nelson, Edward Meny, Patrick Garrett, Mary Myers, Moses Walker, Susan Barnes, Karen Lehman, Jon Houtz, Brad Casemore, Tracy Dawson, Mila Todd, Mary Ann Bush and Michelle Jorgboyan. All others left the meeting.

**Return to Open Session (Time: 11:55am)**

Motion Moses Walker moved that the SWMBH Board go into open session.

Second Edward Meny

Roll Call Vote Robert Nelson – yes Edward Meny – yes Tom Schmelzer – yes  
Patrick Garrett – yes Mary Myers – yes Moses Walker – yes  
Susan Barnes - yes

Motion Carried

**Board Policy Review**

**BG-002 Management Delegation**

Tom Schmelzer reviewed the policy as documented.

Motion Moses Walker moved that the Board is in compliance with BG-002 Management Delegation and the policy does not need revision.

Second Edward Meny

Motion Carried

**Executive Limitations Review**

**BEL-005 Treatment of Plan Members**

Moses Walker reviewed the policy as documented.

Motion Moses Walker moved that the Executive Officer is in compliance with the policy BEL-005 Treatment of Plan Members and the policy does not need revision.

Second Patrick Garrett

Motion Carried

## **Board Education**

### **Fiscal Year 2020 Budget Preview**

Tracy Dawson reported that the budget preparation is going well. All CMHSPs have submitted their budgets to SWMBH. The rates from the State have not been released yet. Brad Casemore reviewed State Fiscal Year 2020 Behavioral Health Capitation Rate Setting as documented. Discussion followed.

### **Managed Care Functional Review – Provider Network Management Update**

Mila Todd reported that the work group with TBD Solutions drafted recommendations to the MCFR Steering Committee to approve. After approval the recommendations will go to the Operations Committee and then to the SWMBH Board. Discussion followed.

### **CMH Review Scores**

Mila Todd reported as documented. Discussion followed.

### **Substance Abuse Prevention and Treatment Update**

Joel Smith reported as documented. Discussion followed.

### **Substance Use Disorder Oversight Policy Board (SIDOPB) Update**

Randall Hazelbaker, Branch County Commissioner and SUDOPB Chair, reported that the Board continues to review and approve budget amendments for PA2 funded programming and new Substance Use Disorder license applications, mid-year evaluation of all program's performance metrics, and the fiscal year 2020 PA2 budget vote will occur on September 9, 2019 at Kalamazoo Valley Community College The Groves Center. The meeting begins at 3:00pm.

## **Communication and Counsel to the Board**

### **Consolidated Fiscal Year 2019 Year to Date Financial Statements**

Tracy Dawson reported as documented noting the material improvements between 2019 and 2018 statements. Discussion followed.

### **Cass Woodlands Authority Status**

Brad Casemore reported as documented. Discussion followed.

### **Lakeshore Regional Entity**

Brad Casemore reported as documented.

### **Board Member Attendance Roster**

Brad Casemore noted the Board Attendance included in the packet for review.

### **Articles**

Brad Casemore noted articles of interest included in the packet and on the SWMBH portal.

### **2019 Aetna Delegation Audit Report**

Brad Casemore reported as documented.

**Opinion Prepared by SWMBH Legal Counsel, Roselyn Parmenter**

Motion Mary Myers moved that the SWMBH Board waive Attorney-Client Privilege as it relates to the Opinion prepared by SWMBH legal counsel Roselyn Parmenter PC titled “Termination of Cass County Community Mental Health Authority,” dated August 6, 2019, and reviewed during today’s Closed Session.

Second Edward Meny

Roll Call Vote Robert Nelson – yes Edward Meny – yes Tom Schmelzer – yes  
Patrick Garrett – yes Mary Myers – yes Moses Walker – yes  
Susan Barnes - yes

**Public Comment**

None

**Adjournment**

Motion Moses Walker moved to adjourn at 12:05 pm.

Second Edward Meny

Motion Carried