

Southwest Michigan

BEHAVIORAL HEALTH

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

Members Present: Tom Schmelzer, Edward Meny, Susan Barnes, Robert Nelson, Moses Walker, Patrick Garrett, Tim Carmichael, Mary Myers

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; Jon Houtz, Branch Alternate; Deb Hess, Van Buren Community Mental Health; Susan Germann, Pines Behavioral Health; Ric Compton, Riverwood; Brad Sysol, Summit Pointe; Richard Thiemkey, Barry County Community Mental Health; Mike Kenny, NAMI; Kathy Sheffield, Woodlands BH

Guests on phone: Nancy Johnson, Berrien Board Alternate

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 Tim Carmichael moved to accept the agenda as presented.

Second Mary Myers

Motion Carried

Consent Agenda

Motion Susan Barnes moved to approve the December 14, 2018 Board Meeting minutes as presented.

Second Robert Nelson

Motion Carried

Motion Edward Meny moved to approve the Customer Advisory Committee appointment as presented.

Second Patrick Garrett

Motion Carried

Operations Committee

Operations Committee Minutes November 14, 2018

Tom Schmelzer asked for comments or questions. Minutes accepted.

Operations Committee Quarterly Written Report

Debbie Hess presented the written report as documented. Tom Schmelzer asked for comments or questions. Report accepted.

Ends Metrics

2018 Aetna Claims Audit Results

Anne Wickham reported as documented and recognized SWMBH staff, Gina Martuge, for her work on the audit.

Motion Edward Meny moved that the 2018 Aetna Claims Audit Results is relevant and compelling, the Executive Officer is in compliance and the Ends Metric does not need revision.

Second Patrick Garrett

Motion Carried

Board Actions to be Considered

SWMBH Bylaws Revision Resolution

Brad Casemore reviewed history of Bylaws revisions. Robert Nelson shared discussion of SWMBH Bylaws revisions at the Barry Community Mental Health Authority Board meeting on January 10, 2019. Group reviewed Robert Nelson's email dated 1/10/19 at 1:48pm. Board agreed to table the SWMBH Bylaws Revision Resolution until feedback from each CMHSP Board is received.

2019 Fiscal Year Revised Budget

Tracy Dawson reported as documented and thanked each CMH CFO for their hard work in revising budgets and reducing expenses. Tracy Dawson noted that moving to State Autism rates will result in budget reductions of 4 million. Brad Casemore added that April 1, 2019 the State will be adding the direct care wage to State rates, which is an unknown favorable impact for us. Group discussed budget.

Motion Tim Carmichael moved that the 2019 Fiscal Year revised budget be accepted as presented.

Second Robert Nelson

Motion Carried

Motion Tim Carmichael moved that the SWMBH Executive Officer and Chief Financial Officer be charged with adjustments to cell H56 on the 2019 proposed Budget to reduce projected deficit with a report to the Board by March 2019.

Second Patrick Garrett

Motion Carried

2019 Compliance Plan

Mila Todd reported as documented.

Motion Tim Carmichael moved to accept the 2019 Compliance Plan as presented.

Second Patrick Garrett

Motion Carried

2019 Quality Assurance and Performance Improvement Plan

Jonathan Gardner reported as documented.

Motion Moses Walker moved to accept the 2019 Quality Assurance and Performance Improvement Plan as presented as required by 42 CFR Section 438-210.

Second Tim Carmichael

Motion Carried

2019-2020 Ends Metrics

Jonathan Gardner reported as documented.

Motion Edward Meny moved to accept the 2019-2020 Ends Metrics with the exclusion of #9, the 298 Unenrolled Initiative Metric.

Second Patrick Garrett

Motion Carried

Board Policy Review

BG-001 Committee Structure

Tom Schmelzer reviewed the policy.

Motion Edward Meny moved that regarding policy BG-001, the Board is in compliance and the policy does not need revision.

Second Tim Carmichael

Motion Carried

BG-004 Board Ends and Accomplishment

Tom Schmelzer reviewed the policy.

Motion Moses Walker moved that regarding policy BG-004, the Board is in compliance and the policy does not need revision.

Second Tim Carmichael

Motion Carried

BG-006 Annual Board Planning Cycle

Tom Schmelzer reviewed the policy.

Motion Edward Meny moved that regarding policy BG-006, the Board is in compliance and the policy does not need revision.

Second Tim Carmichael

Motion Carried

BG-007 Code of Conduct

Tom Schmelzer reviewed the policy.

Motion Tim Carmichael moved that regarding policy BG-007, the Board is in compliance and the policy does not need revision.

Second Moses Walker

Motion Carried

Executive Limitations Review

BEL-001 Budgeting

Patrick Garrett reviewed the policy and noted that no revisions are necessary.

Motion Patrick Garrett moved that regarding policy BEL-001 the Executive Officer is in compliance and the policy does not need revision.

Second Moses Walker

Motion Carried

Board Education

2018 Community Mental Health Site Visit Results

Mila Todd reported as documented. Group discussed.

Communication and Counsel to the Board

Consolidated Fiscal Year 2019 Year to Date Financial Statements

Tracy Dawson reported as documented noting that the Internal Service Funds Risk Reserve Deficit Funding is on a better trajectory than October of 2018 and that the Medical Loss Ratio is also lower. Group discussed.

SWMBH Retirement Plans Update

Anne Wickham introduced Carl Doerschler of Rose Street Advisors. Carl Doerschler distributed a handout reviewing services, plans, statistics and rates of returns. Group discussed and requested a report regarding data, fees, costs and comparisons of retirement plans be prepared and presented to the Board at the March SWMBH Board meeting.

BEL-003 Emergency Executive Succession Board Considerations

Brad Casemore reported as documented. Group approved and requested the document be added to the Board records.

Fiscal Year 2018 Medicaid Services Verification Report

Mila Todd reported as documented.

Michigan Consortium for Healthcare Excellence Written Report

Brad Casemore reported as documented.

Board Membership Roster and Board Members' Attendance Roster

Brad Casemore reported as documented noting that the 2018 report will be mailed to each CMHSP Board chair.

CMHSPs Bylaws Revisions Consideration Update

Brad Casemore reviewed his recent visits to Cass, Barry and Calhoun CMH Board meetings.

March 8, 2019 Draft Board Agenda

Brad Casemore reported as documented.

Public Comment

Mike Kenney of NAMI commended the SWMBH Board on their commitment and work.

Adjournment

Motion Tim Carmichael moved to adjourn at 12:02 pm.
Second Susan Barnes
Motion Carried