

**Board Meeting Minutes**  
**June 9, 2017**  
**9:30 am-11:00 am**  
**5250 Lovers Lane, Portage, MI 49002**

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**Members Present:** Tom Schmelzer, Robert Wagel, Moses Walker, Susan Barnes, Ed Meny, Robert Nelson

**Members Absent:** James Blocker

**Guests:** Bradley Casemore, Executive Officer-SWMBH; Tracy Dawson, Chief Financial Officer-SWMBH; Mila Todd, Chief Compliance Officer-SWMBH; Jonathan Gardner—Director of QAPI-SWMBH; Robert Schleichert—Chief Information Officer-SWMBH; Kim Rychener—Director Utilization Management & Member Engagement-SWMBH; Mary Ann Bush, Senior Operations Specialist-SWMBH; Patricia Guenther—Alternate/Kalamazoo CMH; Jon Houtz—Alternate/Branch County; Gayle Hackworth—Berrien County; Mary Myers—Alternate/Woodlands; Susan Germann-Pines Behavioral Health; Jeannie Goodrich—Summit Pointe; Jeff Patton – Kalamazoo CMH; Richard Thiemkey—Barry County CMH; Brad Sysol—Summit Pointe; Kathy Emans – Woodlands/Cass County; Tony Heiser; Tim Carmichael;

**Welcome and Public Comment**

Tom Schmelzer called the meeting to order at 9:30 AM welcoming the group and asking each individual to introduce themselves.

Public Comment – None

**Board Action: Recognizing New Members**

Mila Todd reiterated that Jon Houtz had been presented as the Alternate Board Member for Branch County at the May 12, 2017 meeting and was voted on at that time. In order to comply with the rules of disclosure and conflict, Moses Walker made a new motion.

Motion Moses Walker moved that a conflict of interest exists and that this Board, with reasonable efforts, is not able to obtain a more advantageous arrangement from another person other than Mr. Houtz and that the Financial Interest disclosed by Mr. Houtz is not so substantial as to be likely to effect the integrity of the services Southwest Michigan Behavioral Health may expect to receive from him. A Conflict of Interest Waiver should be granted.

Second Robert Wagel

Motion Carried

**Agenda Review and Adoption**

Motion Robert Wagel moved to approve the Agenda.

Second Ed Meny

Motion Carried

## **Consent Agenda**

### **May 12, 2017 SWMBH Board Meeting Minutes**

Motion Moses Walker moved to approve the Consent Agenda.

Second Susan Barnes

Motion Carried

## **Operations Committee**

### **Operations Committee Minutes 4/26/17**

The minutes were accepted as presented. Question regarding the Fiscal Year 2017 Performance Measures Incentive Bonus (PBIP) was address by Brad explained that the contract says that the bonus is shared amongst the CMHSPs.

## **Ends Metrics**

### **Regional Habilitation Supports Waiver Slots Update**

Jonathan reported as documented.

### **NCQA MBHO Accreditation Update**

Jonathan reported as documented.

### **Regional Committee Goal Establishment Update**

Jonathan reported as documented.

### **Michigan Mission Based Performance Indicator System Update**

Jonathan reported as documented.

## **Board Actions to be Considered**

### **Operating Agreement**

Brad reported that the SWMBH Bylaws required approval by the 8 CMH Authorities as a mandated function. The Operations Committee has produced and endorsed the attached document. The majority of the changes were clerical or grammatical.

Motion Moses Walker moved to accept the Operating Agreement as presented with revisions.

Second Robert Nelson

Motion Carried

## **Boards Policy Review**

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

Motion Robert Nelson moved that the Board is in compliance and the only revision to the Policy is the Michigan's Open Meetings Act reference number.

Second Susan Barnes

Motion Carried

## **Executive Limitations Review**

**None scheduled**

## **Board Education**

### **Fiscal Year 2018 Budget Assumptions**

Tracy reported as documented.

### **MI Health Link Update**

Kim reported as documented.

### **Ownership and Control Disclosures**

Mila reported regarding the Federal requirements for disclosure of Social Security Numbers. She is currently processing the final documentation which will be presented at the July SWMBH Board meeting with language for the recommended next steps.

### **2017 Board Retreat Review of Environmental Scan**

Brad reported as documented. Currently awaiting the updates from both federal and state entities.

### **Executive Officer Coaching Report**

Tom Schmelzer reported that Executive Officer Coaching was offered to Brad and Humanergy was selected as the vendor. The program included coaching by John Barrett. The effect was positive and noted that the coaching was successful and helpful to the Executive Officer.

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

### **Consolidated Fiscal Year 2017 Year to Date Financial Statements 4/30/17**

Tracy reported as documented.

### **Medical Loss Ratio and Administrative Cost Ratio**

Tracy reported as documented and the numbers are currently on track.

### **Semi-Annual Summary on Vendor Contract Services**

Tracy reported as documented. The report noted that the expense of some of the vendors are being reduced.

### **Information Systems-Information Technology**

Robert reported as documented. Bob reviewed the MCIS-Status report noting that progress is being made on the Data Model Project.

### **Intergovernmental Contract**

Brad reported on the revised document. The original contract was initiated in 2013 between SWMBH as the Regional Entity and the counties of Barry, Berrien, Branch, Cass, Calhoun, Kalamazoo, St. Joseph, and Van Buren. After the July Substance Use Disorder Oversight Policy Board review, Brad will deliver this contract to the County Commission Chair and County Administrator for review and presentation to the County Commissioners. Brad will attend the County Commission meetings if possible. An update of the status of these contracts will be reviewed in both July and August at the SWMBH Board meetings.

### **Strategic Plan Draft**

The Strategic Plan Draft is due in July 2017 according to the SWMBH Board Planning Cycle Policy. Brad requested an extension for submitting the draft. The Board agreed that, due to the uncertainty of the pending Congressional and State proposals, a Strategic Plan Draft would be premature. Rich Thiemkey asked if any CMH would be willing to assist him at Barry County in providing guidance and suggestions for designing their Strategic Plan.

### **Board Member Attendance Roster**

Brad noted that the report of 2017 January through June would be sent to the CMH Board Chairs in July with copies to the CMH CEOs.

### **Senator Shirkey Meeting**

Tom reported that a meeting was held at Pines Behavioral Health with Senator Shirkey, Sue Germann, Jon Houtz, Leonard Kolcz, Randall Hazelbaker, Brad Casemore, and himself. He stated that the meeting was generally positive and that Senator listened to their issues and concerns.

### **Section 298 Update**

Brad reported that the State Fiscal Year 18 Budget passed the conference committee and was heading to the House and Senate which, if passed, would then go to the Governor. The Governor could then approve as is, reject as is, or have line item veto. The proposal requires pilots and demonstrations. As written the proposal would require elimination of SWMBH by March 2018. The three recognized PIHPs would be in areas of at least 800,000 population; Wayne, Oakland, and Macomb. A fourth PIHP would encompass the rest of the state. Brad is currently working on recommendations of possible paths.

### **Public Comment**

None

### **Adjournment**

Motion            Ed Meny moved to adjourn at 11:05 AM  
Second           Sue Barnes  
Motion Carried