

COMMUNITY MENTAL HEALTH SERVICES OF MUSKEGON COUNTY

FULL BOARD MEETING MINUTES

October 24, 2014

8 a.m.

Mental Health Center

CALL TO ORDER

The regular meeting of the Full Board was called to order by Chair Thomas at 8:00 a.m.

ROLL CALL

Members Present: Janet Thomas, Cheryl Natte, Chuck Buzzell, Coleen Davis, Jeff Fortenbacher, Bonnie Gonzalez, Charles Nash, Susie Hughes, Ken Shelton, John Snider, Lori Wells

Members Excused: Dr. Remington Sprague

Others Present: Julia Rupp, Thomas Best, Brandy Carlson, Judy Cohen, Dave Parnin, Margaret Tietze, Joy VanderVen

Guests: None

MINUTES

It was moved by Ms. Natte, seconded by Ms. Gonzalez, to approve the minutes of the September 26, 2014, meeting as written.

MOTION CARRIED.

COMMITTEE REPORTS

Program/Personnel Committee via Cheryl Natte

There were no action items to report.

Recipient Rights Advisory Committee via Ken Shelton

CMHB-001 – It was moved by Mr. Shelton, seconded by Ms. Gonzalez, to approve the Recipient Rights Report for the month of September 2014.

MOTION CARRIED.

CMHB-002 – It was moved by Mr. Shelton, seconded by Ms. Gonzalez, to approve the Recipient Rights Budget for FY2015.

MOTION CARRIED.

Finance Committee via John Snider

CMHB-003 – It was moved by Mr. Snider, seconded by Mr. Buzzell, to approve expenditures for the month ending September 30, 2014, in the total amount of \$5,032,328.04.

MOTION CARRIED.

CMHB-004 - It was moved by Mr. Snider, seconded by Mr. Buzzell, to authorize the Community Mental Health director to sign contracts with those service vendors/providers listed on Attachment A:

Vendor Agreement for Continuation of FY 2013/2014 Rates through September 30, 2015, who have submitted written agreements to continue service provision at the current Fiscal Year 2013/2014 rates for the time period effective October 1, 2014 through September 30, 2015.

MOTION CARRIED.

CMHB-005 – It was moved by Mr. Snider, seconded by Mr. Buzzell, to authorize Community Mental Health to accept the proposed rate changes by those vendors/providers listed in Attachment A: FY 2014/2015 Proposed Vendor Rate Changes, effective October 1, 2014 through September 30, 2015.

MOTION CARRIED.

CMHB-006 - It was moved by Mr. Snider, seconded by Mr. Buzzell, to authorize Community Mental Health to contract with the sixteen (16) Community Inpatient providers listed on Attachment A: Hospitals Contracting with the Inpatient Affiliation for FY15, effective October 1, 2014 through September 30, 2015, at the listed rates for each hospital.

MOTION CARRIED.

CMHB-007 - It was moved by Mr. Snider, seconded by Mr. Buzzell, to authorize the Community Mental Health director to sign contracts with the Substance Use Disorder Services vendors/providers listed on Attachment A: SUD Agencies Contracting with CMHSMC through September 30, 2015, who have agreed to continue treatment services for the time period effective October 1, 2014 through September 30, 2015.

MOTION CARRIED.

CMHB-008 - It was moved by Mr. Snider, seconded by Mr. Buzzell, to approve the acceptance of the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA), Center for Mental Health Services, Program Grant Award for the Muskegon Community Mental Health Integrated Primary and Behavioral Health Care Collaborative, effective September 30, 2014 through September 29, 2018, in the total amount of \$1,588,623.00.

MOTION CARRIED.

CMHB-009 - It was moved by Mr. Snider, seconded by Mr. Buzzell, to amend the Mental Health FY2015 Budget proposed to the County of Muskegon from \$58,872,320 up to \$63,482,803 for both revenues and expenditures, and to approve Community Mental Health (CMH) personnel position changes listed on the attached CMH Budget Amendment.

MOTION CARRIED.

CMHB-010 - It was moved by Mr. Snider, seconded by Mr. Buzzell, to approve the purchase of a new server in the total amount of \$61,366.32 from ISI for Community Mental Health (CMH). \$34,780.02 is to come from regular CMH funds, and \$26,586.30 is to come from the County's Equipment Revolving Account. Furthermore, the \$26,586.30 is to come from the ABW Fund Balance dollars CMH has transferred into this equipment revolving account.

MOTION CARRIED.

ITEMS FOR CONSIDERATION

Motion to Authorize RFP for Leasing Five CMH Vehicles

CMHB-011 – It was moved by Ms. Natte, seconded by Mr. Buzzell, to authorize a request for pricing for leases of five vehicles from the State Vehicle Procurement list to replace or supplement vehicles for Community Mental Health.

MOTION CARRIED.

Motion to Extend FY2014 Contract with West Michigan CMH for Quality Management Staff Services

CMHB-012 – It was moved by Ms. Natte, seconded by Ms. Gonzalez, to approve extending the FY 2014 contract between Muskegon Community Mental Health and West Michigan Community Mental Health for Quality Management staff services (.25 FTE) on behalf of the Lakeshore Regional Partners (LRP) through December 31, 2014, at a cost not to exceed \$2,264.50 per month.

MOTION CARRIED.

Motion to Extend FY2014 Contract with West Michigan CMH for Information Management Staff Services

CMHB-013 – It was moved by Mr. Shelton, seconded by Ms. Natte, to approve extending the FY 2014 contract between Muskegon Community Mental Health and West Michigan Community Mental Health for their agency's Information Systems staff services on behalf of the Lakeshore Regional Partners (LRP), at a cost not to exceed \$5,366.00 per month, effective October 1, 2014 through December 31, 2014.

MOTION CARRIED.

Motion to Authorize Payment to Tridonn Construction

CMHB-014 – It was moved by Mr. Shelton, seconded by Mr. Buzzell, to authorize payment by Community Mental Health to Tridonn Construction in the total amount of \$22,842 to pay for change orders submitted for the Brinks Relocation Project.

MOTION CARRIED.

OLD BUSINESS

Lakeshore Regional Partners (LRP) Update

Ms. Rupp reported that things are going well. The LRP offices will remain at the Mental Health Center through this fiscal year, when we hope to have completed plans for the expansion of the integrated health clinic.

The CMHs with deficits within our region will be submitting action plans to the LRP. This includes Muskegon CMH. This process will provide transparency regarding savings across the region. Methods of savings being discussed include the LRP hiring an actuary to review fund distribution, Muskegon CMH meeting with Ottawa CMH to discuss taking on some of their IT services, and examining the current array of service definitions to assure consistency of services across the

region.

NEW BUSINESS

It was asked if we foresee any changes now that Nick Lyon is the Director of DCH. Mr. Fortenbacher stated he has met with Mr. Lyon and he does not believe there will be any major change in the direction of leadership.

COMMUNICATION

Director's Report

Ms. Rupp reported there is an open house scheduled at Brookhaven for Monday, November 3rd, from 1:00 to 4:00 at their new location in the Brookhaven complex. Refreshments will be served. Kudos to Cyndi Blair for taking the lead on this project. Changing the DCH certification at Brinks to crisis residential should help to reduce hospitalization. At the new Brinks location we have increased staffing, moved to 24/7 nursing, and will again have 16 beds.

We are increasing our visits with and support for individuals who remain at KPH, as that facility is not a safe place at this time for our individuals receiving services. DCH is currently working to resolve this situation. We are in the process of moving people out who can be moved.

Community hospitalization is still an issue as Healthy Michigan doesn't pay for inpatient services. LRP partners are asking for available beds, which are available through COFR but not easy to find.

We have been selected to participate in a study for individuals with early onset schizophrenia. We were selected as a study site because of our comprehensive programs and are excited to be part of this national study. A team will be going to New York for training in a few weeks.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

There being no further business to come before the board, the meeting adjourned at 8:28 a.m.

Respectfully,

Bonnie Gonzalez
Board Secretary

/jv²

PRELIMINARY MINUTES
To be approved at the Full Board Meeting of November 21, 2014