



Administrative Office, 105 Hall Street, Suite A, Traverse City, MI 49684

**Board of Director's Meeting
Minutes**

August 19, 2010

6:30 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health, 105 Hall Street, Traverse City, Michigan. Called to order at 6:30 p.m. by Al Cambridge.

Board Members Present: Dave Stephenson, Jack Mahank, Pat McLaughlin, Beth Friend, Mary Lee Pakieser, Nina Zamora, David Marshall, Helen Stimson, Juanita Farr, Don Halvorsen, Bill Ancel, Al Cambridge, and Jane Whitney.

Board Members Absent: Melissa Fournier (advance notice), Frank Tosiello (advance notice), and Les Barnes (advance notice).

Others Present: Greg Paffhouse, Chief Executive Officer; Deb Lavender, Executive Secretary; Mary Hubbard, Chief Operations Officer for Children and Families; Bruce Bridges, Chief Financial Officer; Jonathan Bennett, Recipient Rights Officer; Terri Kelty, Chief Operations Officer for Grand Traverse and Leelanau Counties; and David Branding, Quality Improvement Director.

The Pledge of Allegiance was spoken.

Mary Lee Pakieser was appointed as timekeeper. Confirmation of a Quorum.

2. APPROVAL OF AGENDA: One addition to the August 19, 2010 agenda was to add Ownership Linkage at 6:40 p.m.

3. CONFLICT OF INTEREST DECLARATION:

No Board members declared a conflict of interest for tonight's business.

4. CONSENT AGENDAS – MANAGEMENT AND BOARD:

A. Consideration of Management Consent Agenda.

MOTION:	Approve the Management Consent Agenda of August 19, 2010.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Mary Lee Pakieser

B. Consideration of Board Consent Agenda-Request to remove the CEO Report to further discuss items 8 and 10.

MOTION:	Approve the Board Consent Agenda of August 19, 2010.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Ancel
SECONDER:	Pat McLaughlin

CEO Report - Item 8 – Referenced the resolution that was included in the CEO Report that was approved at the Michigan Association of CMH Boards Executive Board meeting and is to be presented at the Fall Conference to the General Assembly. Greg identified that as we

look to improve our outcomes for people to assess our practice to this resolution. For information only at this time and will continue to be discussed.

Item 10 – Greg identified that he has met with the five County Commissions and had to cancel the Missaukee County meeting due to time conflict. Board members attended the meetings with Greg. Many of the County Commissioners completed the assessment and we will need to finalize the summary as more are turned in. Much of the focus was on the Jail Concept Paper and jail services. All the counties are concerned about the Attorney General's Opinion and it was made clear it was an opinion and not law. Greg shared comments made at the meetings. He has communicated by letter with all six Sheriff Departments and there is interest in having discussion. There has been communication between some or all of the six Sheriff Departments to look at meeting regarding this issue. The difference in the amount of funding by county was also discussed. More dialogue and training is needed and we all need to work together. The Board will want to consider taking action on the Jail Concept Paper.

5. OWNERSHIP LINKAGE:

A. *Citizen Comment*
None.

B. *Ownership Communication*

Nurse Practitioners Survey – Mary Lee referenced the summary of the documents from the survey that was included with the agenda. The key word is relationships. Building relationships to access the system easily and knowing who to contact when there is an issue. It was suggested to have a half day workshop in the early Fall or Winter to talk with the Nurse Practitioner group inviting staff and psychiatrists to do the in-service (how to use the system and clinical issues). Mary Lee identified that she would follow up with the Nurse Practitioners group to set up the workshop sharing information presented. Suggestion to pilot this project and possibly propose a workshop at one of the Board Association Conferences.

Preparation for School Meetings – A commitment was made at a previous meeting to reach out to a couple of schools and identified Board members who volunteered. A follow-up meeting was held with the Crawford AuSable Schools and went extremely well. There was agreement to work together and together have identified a process in communicating when there is a need for services or in a crisis situation.

Changes to Ends Policies – The purpose of Ownership Linkage is to ensure that the Boards Ends policies reflect what we want to say. As the Board does its work keep in mind our policies and identify any changes that need to be made. No changes were identified at this time.

6. CANDIDATES FOR ELECTED OFFICE:

No other candidates were in attendance.

7. CONSIDERATION OF PIHP ITEMS:

Amended Operational Agreements with WCMH and NMSAS for ABW Contract – The Board had requested last month to bring more detail. Greg shared that the administration believes that the contracts are acceptable and recommend for approval. He reviewed changes to the contracts. The Managed Care Advisory Committee recommended that the contracts be approved.

MOTION:	Approve the Operational Agreements with WCMH and NMSAS for ABW Contract.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Don Halvorsen

Medicaid Managed Specialty Supports and Services Contract – Amendment #3 –
Readjustment of Rates.

Medicaid Managed Specialty Supports and Services Contract – Amendment #4 - Extends
our current contract through the end of October.

Michigan ABW Non-Pregnant Childless Waiver (Adult Benefit Waiver) Section 1115
Demonstration Amendment #1 – Extends our current contract through the end of October.

MOTION:	Approve the Medicaid Managed Specialty Supports and Services Contract Amendment #3 and 4 and the Michigan ABW Non-Pregnant Childless Waiver (Adult Benefit Waiver) Section 1115 Demonstration Amendment #1.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Bill Ance

8. ASSURANCE OF ORGANIZATIONAL PERFORMANCE:

A. Receipt of CEO Monitoring Report

Policy 1-2-04 Financial Management – Concern about the complexity of the finances/budget
and that it is important that Board members understand the process. It was suggested that
administration provide continued training in the next fiscal year on understanding finances.

MOTION:	Approve to Receive and File Policy 1-2-04 Financial Management Showing the Board feels the Agency is in Full Compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Mary Lee Pakieser

B. New Operational Worries

None.

C. August Monitoring Assignment

Monitoring Report 1-2-01 Consumer Services should be completed and turned in.

9. BOARD MEANS SELF-ASSESSMENT:

A. Receipt of Board Monitoring Report

Policy 1-4-01 Unity of Control

MOTION:	Receive and File Policy 1-4-01 Unity of Control showing the Board feels the Agency is in Full Compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Don Halvorsen

B. August Monitoring Assignment

Monitoring Report 1-4-02 Accountability (Direct Inspection) to be completed and turned in.

10. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

A. Ends

None.

B. Executive Limitations

Audit Committee RFP Recommendation

MOTION:	Approve to Select Rehman as the audit firm for the Fiscal and Compliance Audits for the fiscal years ending September 30, 2010, 2011 and 2012.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Juanita Farr

FY 10 Compliance Audit

MOTION:	Accept the External Compliance Audit for FY 09/10.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Pat McLaughlin

FY 10 Amended Budget

MOTION:	Approve the FY 09/10 Amended Budget.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Ancel
SECONDER:	Pat McLaughlin

FY 11 Initial Budget

MOTION:	Approve the FY 10/11 Initial Budget.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Juanita Farr

FY 11 Capital Budget

MOTION:	Approve the FY 10/11 Capital Budget.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Don Halvorsen

MDCH/CMHSP Managed Mental Health Supports and Services Amendment No. 4 – Extends our current contract through the end of October for the purpose of having a continuation budget.

MOTION:	Approve the MDCH/CMHSP Managed Mental Health Supports and Services Contract Amendment #4.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Jack Mahank

C. Board/CEO Linkage

None.

D. Governance Process/Ownership Linkages

Recipient Rights Advisory Committee Report – Juanita referenced the agenda of the August 3 meeting and the minutes of the June 1 meeting included with the agenda. Items discussed at the meeting: certificate for prior member, future meeting dates for 2011, agenda planning, funding for ORR, commented on Annual Report, training, guest speakers, staff changes, and reviewed the plan of correction for the audit. The next meeting is scheduled for October 11, 2010.

MOTION:	Receive and File the Recipient Rights Advisory Committee minutes of August 3 including attachments.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Mary Lee Pakieser

Jail Services Concept Paper – Greg referenced the Attorney General’s Opinion related to jail services. He noted that the Department of Community Health had issued a paper that identified that they will not have state auditors review CMHSP jail service expenditures through 9/30/2010. Greg identified the proposed concept paper indicated that we would continue to provide services for jail inmates through FY 11. The cost of the services would be paid for out of local funds. If the State chooses to audit us and consistent with the AG’s Opinion we would have to pay back if we use General Funds. This proposal would give us up to one year to work through with the respective jails and counties. Greg noted a possible change to the language. For a year this could create an opportunity for us to revisit. Identified commitments how we use our local funds. There was discussion regarding jail diversion. Greg shared comments about attending a session of the Mental Health Court in Grand Traverse County. We have been contacted about starting up a delinquency mental health court for adolescents. There is also a Veteran’s Specialty Court starting up. Data collection is important and we need to ensure complete and accurate data for these services. We need to work together to help broach these issues and to make individuals understand the big picture. Discussed and supported change in #4 identifying that NLCMH would continue to pay for services until FY 2011.

MOTION:	Receive and File the Jail Services Concept Paper.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Dave Stephenson

Modern Mental Health Service System – Board members were encouraged to read the information.

11. OWNERSHIP LINKAGE:

A. *Citizen Comment:*
None.

12. ANNOUNCEMENTS/BOARD MEMBER REPORTS:

- September 27 – The Soloist Movie at the State Theatre at 6:00 p.m. NLCMH is partnering with Poverty Reduction Initiative.
- Board members indicated their attendance at the Fall Conference for the Board Association.
- Northern Regional Board Member Training in Gaylord on September 10.
- Agency Performance Evaluation updated to include MDCH information on ACT and Home Based satisfaction, although we do not have a comparison of how the State did. The Quality Oversight Committee is reviewing this information.
- Recovery Celebration scheduled for September 15. Board members are invited to attend.

13. MEETING EVALUATION:

- #1- We spent our time on the most important governance topics: majority was satisfactory.
- #2- We encouraged diversity of viewpoints: majority was satisfactory.
- #3- Our decisions were made collectively: majority was excellent.
- #4- The Board used its time effectively: majority was satisfactory.
- #5- What is the most important thing the Board could do to improve our function as a Board? Not discussed.

14. NEXT MEETING AGENDA:

Agenda items for the September 16 meeting to be held at Elmwood Township – regularly scheduled items.

15. ADJOURNMENT:

MOTION:	Adjourn the meeting.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Bill Ancel

The meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Al Cambridge, Vice-Chairperson

Dave Stephenson, Board Secretary

Debra Lavender, Recording Secretary