



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

## Committee of the Whole Meeting Minutes

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July 16, 2020

12:30 PM

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### 1. ATTENDANCE:

Northern Lakes Community Mental Health Authority by remote virtual meeting. Rose Denny called the meeting to order at 12:33 p.m.

Board Members Present: Nicole Miller, Randy Kamps, Ben Townsend, Rose Denny, Pam Babcock, Lorelei King, Nina Zamora, Ty Wessell, Mary Marois, Al Cambridge, Sherry Powers, Angela Griffis and Dean Vivian.

Board Members Absent: Betty Bushey (advance notice), Sherise Shively (advance notice) and Dan Lathrop (advance notice).

Others Present: Karl Kovacs, Chief Executive Officer; Deb Lavender, Executive Secretary; Paul Keller, Director of Recipient Rights; Lauri Fischer, Chief Financial Officer; Tracy Andrews, Director of Integrated and Managed Health Services; Aaron Fader, Executive Administrative Specialist; Carrie Gray, Chief Population Officer for Intellectual and Developmental Disabilities Services; Joanie Blamer, Chief Population Officer for Mental Health Services; Kari Barker, Director of Quality and Compliance; Matt Leiter, Human Resources Director; Darryl Washington, Director of Long Term Care and Support Services; Dan Mauk, Chief Information Officer; Chris Biggar, Finance Manager; Rob Palmer, Accounting Reimbursement Manager; Sheryl Dey, Operations Manager; Kimberly Zimmer, Child and Family Outpatient Therapist; Alyssa Gregory, Outpatient Therapist; Carrie Smith, Outpatient Therapist; and Krista Patz, Clinical Therapist.

### 2. RECEIVE AND REVIEW JUNE 18, 2020 MINUTES:

Moved to Board meeting.

### 3. PUBLIC COMMENT:

None.

### 4. UPDATE ON RECIPIENT RIGHTS:

Paul reviewed the statistical information. Paul identified that he attended the technical writing skills training. Elise and Brie were not able to attend the training because of the limit on the number attending the training and will attend later this year. Responded to questions about timeliness and provider compliance. It was suggested that when we look at contract renewal, we look at language to enforce compliance.

### 5. RR SEMI-ANNUAL REPORT:

Paul reviewed the October 1, 2019 through March 31, 2020 information included in the Semi-Annual Report that was submitted to MDHHS. Suggestion to modify blacked out areas in the form. Paul identified that the document is a template developed by the MDHHS that he fills out. Responded to questions about substantiation rate, whether abuse or exploitation complaints result in criminal investigations, number of complaints, database for terminated employees/individuals, identified allegations and complaints, confidentiality. It was suggested that we include a graph of series of numbers that would compare data by year, red line areas to be pointed out and make more reports more readable, breakdown numbers in residential between provider, residential and our own residential homes. Lorelei identified that the discussion and questions gives her an idea for the NLD to come up with for further clarification. ITEM # 2

**6. EVIDENCE BASED PRACTICES PRESENTATION:**

Sheryl Dey, Operations Manager reviewed the Eye Movement Desensitization and Reprocessing (EMDR) Power Point presentation. Sheryl introduced Carrie, Kimberly, Krista and Alyssa who provided more detailed information regarding EMDR. Responded to questions as to how long the therapy has been around and when we began to use, and training.

**7. MI CHOICE WAIVER PRESENTATION:**

Darryl Washington, Director of Long-Term Care and Support Services reviewed the Power Point presentation for Northern Health Care Management (NHCM). He provided a program overview of the MI Choice Waiver, Nursing Facility Transition Program, and Michigan Merit Award Trust Fund Grant (MATF). He reviewed counties served, enrollment, quality metrics, differences. He noted that we received a substantial compliance in the MI Choice Waiver Program with a score of 94% for quality assurance and enrollment. We have grown about 4% this past year despite Covid-19 which slowed referrals. For FY20 slot allocations went from 490 to about 518. Significant changes have been made with the MI Choice intake process, in order to enhance performance and to improve efficiencies. The budget for Nursing Facilities Transitions increased from \$50,000 to about \$165,000 in FY20 because the agency has expanded the service area to include Region 9. NHCM now serves 19 counties for NFT. MATF Grant funding provides funding to caregivers in the community who provide care to an individual who has a chronic physical condition and is in need of long-term care. Additionally, funds are provided to adult day cares, that are in need of supports to maintain services. Noted that we are moving away from a waiting list to serve more people as they come on board. NHCM launched a pilot program to having clinical staff working remotely or in a field office closer to where they live. A medically complex case management grant was submitted through the Michigan Health Endowment Fund and has been placed on hold until around September. Darryl identified that we are in the process of going through NCQA Accreditation that began in June and will not be done until August. Darryl presented a success story. He noted that they continue to pursue available grant funding to obtain iPads to increase contacts with higher needs individuals in the program.

**8. BOARD LEADERSHIP JOURNALS:**

Referenced the Board Leadership Journals. Karl noted we have been waiting to receive the journals and they all came at once. Tremendous amount of reading information. Recognize that some of the scanning made the print fuzzy. Referenced page 36 that are parallel to our organization.

**9. FORMS – CONFLICT OF INTEREST DISCLOSURE, CODE OF CONDUCT DECLARATION AND BOARD MEMBERSHIP SURVEY – TO BE COMPLETED**

Complete forms and return.

**10. AGENDA PLANNING OPTIONS FOR AUGUST 20, 2020**

Reviewed the agenda topics for August 20, 2020 which will be a remote virtual meeting: Update on Recipient Rights; FY 2020 Budget Amendment, Initial FY 2021 Budget and 2021 Capitalization Plan; Annual Compliance Training; Board Member Per Diem; and Cost of Governance.

**11. MEETING EVALUATION/COMMENTS:**

No comments provided.

**12. OTHER/ADJOURN:**

Meeting adjourned at 2:09 p.m.

Respectfully Submitted,

Deb Lavender  
Executive Secretary

dsl (7/21/2020)