

Committee of the Whole Meeting Minutes

November 17, 2022

12:30 PM

527 Cobb Street, Cadillac MI Microsoft Teams Meeting (Virtual) Called to order at 2:15 pm

Rose Denny called the meeting to order at 12:30 p.m.

ATTENDANCE:

Board Members Present: Tony Lentych, Dan Dekorse, Penny Morris, Ben Townsend, Rose Denny, Barb Selesky, Al Cambridge, Greg McMorrow, Mary Marois, Tom Bratton, Kate Dahlstrom, Sherry Powers, Pam Babcock, Lynn Pope, Ty Wessell

Others Present: Joanie Blamer, Chief Population Officer for Mental Health Services; Lauri Fischer, Chief Financial Officer; Heather Sleight, Administrative Specialist; Deb Lavender, Executive Secretary; Stacy Maiville, Executive Secretary; Jeremiah Williams, Information Technology Supervisor; Brian Martinus, Interim CEO; Andy; Darryl Washington, Northern Healthcare Management Director; Harold Meeuwes, Building Grounds Coordinator; Daniel Mauk, Chief Information Officer;

Virtual –Ann Ketchum, Programmer Analyst II; Jessica Williams, Performance Improvement Specialist; Kari Barker, QI Compliance Director; Aimee Horton Johnson, Office Administrator; Brie Molaison, Customer Service Specialist; Dean Baldwin, Network Administrator; Michelle Dosch, Compliance Secretary; Tracy Andrews, Director of Integrated and Managed Health Services; Matthew Leiter, Human Resources Officer; Aimee Horton-Johnson, Office Administrator; Melissa Bentgen, Accounts Payable Team Lead; Rob Palmer, Reimbursement Manager; Curtis Cummins, Medical Director; Kellee Hoag, Administrative Specialist – Finance; Amy Kotulski, Clubhouse Director; Treasa Cooper, Reimbursement Coordinator; Tiffany Fewins, Administrative Assistant; Jennifer Hemmes, Administrative Assistant; Kasie Morse, Customer Service Provider;

1. **Public Comment:**

No public comment

2. **Update on Recipient Rights:**

Currently have 59 open investigations from FY 2022. We continue to maintain 100% compliance standard. POC submitted to the state for the Triennial review. Awaiting acceptance of that plan. One staff member has submitted their resignation. Job has been posted and we are currently establishing a pool of candidates.

3. **Presentation: Information and Technology-**

Report was given to the board summarizing the path that the agency is currently on with technology. Old software being retired, and we are switching to a cloud-based system by Microsoft called In Tune. We are watching and monitoring for threats with a software called Artic Wolf. It has been in place for a year. Monthly phishing exercises done with staff from IT as well as monthly penetration tests from Artic Wolf. We currently have 1,089 unresolved risks. This number fluctuates radically and some of those threats are on retired devices that we have not been able to get off our inventory yet. There has been a decline in the amount of help desk tickets requested. The IT Team consists of 8 staff members, and they present to the board annually.

4. **Technilodge Feasibility Plan**

Darryl Washington and Lauri Fischer gave a brief overview of the Technilodge concept. They also discussed the target market and mission objectives as well as the cost and sustainability for the proposed project.

- Probable Cost Bid received for the amount of \$5.5 million which includes \$630,810 for a construction manager.
- The capital investment would be paid for with the accumulated fund balance of NHCM, a short-term line of credit, and a 5-year mortgage. Accumulated fund balance of NHCM is represented here:

Year	Amount
<i>Estimated 2023</i>	\$ 1,200,000
<i>Estimated 2022</i>	\$ 1,400,000
2021	\$ 1,333,633
2020	\$ 320,253
2019	\$ 6,661
2018	\$ 384,889
2017	\$ (68,198)
	\$ 4,577,238

- Residents would pay rent to provide income to sustain the facility and to allow for building maintenance/enhancement. The rent would be income based yet consistent with low-income housing, approximately \$850.00 per month. This would be the residents share to pay, but NHCM would anticipate that these residents would qualify for supplemental housing support, such as MSHDA, or HUD funding. This would allow the agency to generate consistent rental income. Currently, NHCM holds 8 MSHDA vouchers that could be assigned to residents of the Techni^lodge. This could pay for a portion, or all the residents rent for the year. Considering eleven units will be NHCM enrolled participants and five units would meet criteria but may not be enrolled participants it is expected \$172,200 will be collected in rent. This is calculated based on eleven rental agreements at \$850 per month and five rental agreements at \$1,000 per month.
- Annual sustainability of the project is summarized below:

Revenue	
Rent	\$ 172,200
Capitation	\$ 257,400
Annualized revenue projection	\$ 429,600
Expense	
Annual Depreciation Expense	\$ 153,497
Interest expense	\$ 150,000
Trash Collection	\$ 4,200
Maintenance and groundskeeping	
@ \$5 per Square Foot Annual Estimate	\$ 42,864
Annualized direct expense	\$ 350,561
Surplus/(deficit)	\$ 79,039

- NHCM is a pilot project for presumptive eligibility. In 2023 NHC entered a contract with MDHHS to enroll participants while in the waiting period for Medicaid enrollment. The contract allows for 90% of service provision to be billed to MDHHS directly during the waiting period. The contract is for \$204,875 and will support full residency at Techni^lodge.

5. Agenda Planning:

Next meeting is December 15th at the Gateway Center, 10783 Cherry Bend Rd, Traverse City.

6. Meeting Evaluations/Comments:

#1 – We spent our time on the most important governance topics – Good

#2 – We encouraged diversity of viewpoints – Good

#3 – Our decisions were made collectively – Good

#4 – The Board used it's time effectively – Excellent

#5 – What is the most important thing the Board could do to improve our function as a Board?

AI suggested that the speakers have a mic as it is hard to hear.

7. Other/Adjourn:

Meeting adjourned at 1:45 p.m.

Respectfully Submitted,

Heather Sleight, Administrative Specialist