

Region 10  
Genesee • Lapeer • Sanilac • St. Clair Counties

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GROUP MEETING:      Region 10 PIHP Board  
PLACE:                Lapeer Community Mental Health  
                          1570 Suncrest Dr., Lapeer, MI 48446  
DATE:                 January 19, 2018  
TIME:                 9:00 a.m.  
PRESIDING:           Lori Curtiss, Chairperson

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PRESENT:             Ronald Barnard, Wanda Cole, Lori Curtiss, Dr. Niketa Dani, Ted Hammon, DeElla Johnson, Joyce Johnson, Gary Jones, Linda Keller, Robert Kozfkay, Elva Mills, Ed Priemer, Ed Rieves, Wayne Strandberg

ABSENT:             Steve Armstrong; Jim Johnson, CEO-Region 10 PIHP

ALSO PRESENT:      *Region 10 PIHP Staff:* Kelly VanWormer, COO; Kristen Potthoff, Contract Manager; Richard Carpenter, CFO-Rehmann; Tom Butler, CFO; Robin Kalbfleisch, Recording Secretary

*CMH Staff:* Lauren Emmons, Lapeer CMH; Wil Morris, Sanilac CMH; Dan Russell, GHS

GUESTS:             Paul Rebandt, Rehmann; Rosa Reynolds; Lourdes E.

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I.    CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Chairperson Curtiss.

II.   CITIZENS WISHING TO ADDRESS THE BOARD

None

III.   AGENDA CHANGES *(Action)*

A revised agenda was presented. It was moved by Ms. Mills, seconded by Mr. Priemer, to approve the revised Region 10 PIHP Board Meeting agenda for January 19, 2018. **MOTION CARRIED**

IV.   PRESENTATION OF PREVIOUS MEETING MINUTES *(Action)*

It was moved by Mr. Barnard, seconded by Ms. Mills, to approve the Region 10 PIHP Board Meeting minutes of December 15, 2017. **MOTION CARRIED**

V.    FINANCE

FY2017 Budget

1.   Monthly Finance Report – November 2017 *(Action)*

Mr. Carpenter presented the Finance report for November. He reported that the revenue graphs on page 2 for DAB and TANF show that the revenue is significantly higher than the same time last year. This is due to: 1.) 2018 rate adjustment 2.) Autism revenue which is now included 3.) Direct care wage increase.

The CMHs are currently doing their audit preparation for 2017, so some of the numbers on this report may be changed. The final report will be available at the end of February. There is currently a Medicaid surplus of about \$15.6 million and a Healthy Michigan deficit of about \$269,616. The direct care pass through wages are currently being calculated by the CMHs, so this will bring down our surplus as they will be retroactive to Oct. 1, 2017.

Mr. Priemer inquired if Region 10 knows how many DABs are in the region. Mr. Carpenter stated that the report shows the number of DABs that we received a payment for, based on the data from the State. This figure can be broken down by county.

It was moved by Ms. Joyce Johnson, seconded by Ms. Keller, to approve the Finance Report for November 2017 as presented. **MOTION CARRIED**

2. Payment Report – November 2017 (*Action*)  
Report presented by Mr. Carpenter. He noted that the report shows payments made during the month, not when the invoices were received.

It was moved by Mr. Rieves, seconded by Mr. Priemer, to approve the Payment Report for November 2017 as presented. **MOTION CARRIED**

#### B. Medicaid DAB/Healthy Michigan

Mr. Carpenter provided a status update. He stated there was a meeting in December with legislators, CMHA, and PIHP representatives to review this issue. The Department still believes that the ability to decide to apply for either Medicaid or Healthy Michigan is the choice of the consumer and that the current rate is sufficient for the PIHPs. The PIHP does not see this as a rate issue, but an eligibility process issue. There was discussion about the eligibility process and how it has affected the PIHPs. The Board would like to continue to be updated on this issue in the next few months.

### VI. **EXECUTIVE COMMITTEE REPORT**

#### A. Meeting Minutes (1/16/18) (*Action*)

The minutes were presented for review of the Board.

#### B. CEO Contract (*Action*)

Chairperson Curtiss reported on the recommendation of the Executive Committee for Mr. Johnson's salary. She stated the committee recommends a 2% step and 1.5% discretionary increase for a total increase of 3.5% to his base salary effective December 5, 2017. Ms. VanWormer noted that the amendment has been worded to make this increase effective through December 31, 2018.

It was moved by Mr. Barnard, seconded by Ms. Cole, to approve the 3.5% increase to Mr. Johnson's salary effective December 5, 2017. **MOTION CARRIED**

The Executive Committee recommends leaving the term of the CEO employment agreement the same as in the current agreement, which is on an indefinite basis. The provisions within the agreement state it is an at-will agreement.

It was moved by Ms. Mills, seconded by Ms. Keller, to rescind the motion from the December 15, 2017 meeting to approve the term of the CEO employment agreement for 3 years, and to leave the original language regarding the term in the agreement. There was discussion regarding time frame in the current agreement should either Region 10 or the employee wish to terminate employment. In addition, the salary will continue to be reviewed at the time of the performance review at the end of each year. **MOTION CARRIED**

Ms. Keller inquired if there was succession planning in place for the CEO position. It was discussed that there is informal language in the Chief Operations Officer job task list. Chairperson Curtiss asked that a succession planning proposal for the CEO position is created and brought to the February Board meeting.

## VII. CONTRACTS

### A. PIHP-GHS Contract Amendment No. 2 (*Action*)

Ms. VanWormer presented the amendment that was updated due to the addition of one GHS Access staff.

It was moved by Mr. Rieves, seconded by Ms. Keller, to approve the PIHP-GHS Contract Amendment No. 2, as presented. **MOTION CARRIED**

*Mr. Carpenter and Mr. Rebandt left at 9:45 a.m.*

### B. Lapeer CMH – Drug Court Letter of Agreement (*Action*)

Ms. VanWormer reported that Region 10 has been working with Lapeer CMH and the court system in Lapeer to formalize this agreement to provide support to the Lapeer Drug Court. The funding for this will come out of Block Grant funding and will go towards a clinical coordinator and a peer support staff person. Ms. VanWormer, Mr. Johnson, and Ms. Prowse have met with Judge Barnard, Mr. Emmons and Mr. Smith and all are in agreement that this will provide the necessary support for mental health issues at this drug court and are recommending approval of this contract.

It was moved by Mr. Barnard, seconded by Ms. Keller, to approve the Lapeer CMH – Drug Court Letter of Agreement as presented. **MOTION CARRIED**

## VIII. QUALITY IMPROVEMENT

### A. FY17 4th Quarter Performance Indicator Report (*Action*)

Ms. VanWormer reviewed the Performance Indicator report. She noted that indicators 8, 9, 13 and 14 are existing performance indicators that were added to this report, however, there are no standards for these indicators at this time. It was noted by Ms. Keller that the total average for performance indicator 9.a. is incorrect. Mr. Butler provided information showing that the GHS total is calculated incorrectly and should read 74.9%. Region 10 met all performance standards except for 10.a. “The percentage of readmissions of children during the quarter to an inpatient psychiatric unit within 30

days of discharge”. Root Cause Analyses and Corrective Action Plans have been requested and received by the applicable CMHs.

It was moved by Ms. Mills, seconded by Mr. Jones, to approve the FY17 4th Quarter Performance Indicator Report as presented. **MOTION CARRIED**

B. FY18 Quality Improvement Plan – 1<sup>st</sup> Qtr. Report (*Action*)

Ms. VanWormer presented the 1<sup>st</sup> Quarter Report of the status of the goals and activities that took place during the quarter. The Quality Improvement Committee met on January 8<sup>th</sup> to review and approve. Ms. Keller commented that this is a very nicely formatted report that is very clear to understand.

It was moved by Ms. Keller, seconded by Ms. Cole, to approve FY18 Quality Improvement Plan–1<sup>st</sup> Qtr. Report as presented. **MOTION CARRIED**

*Guests Rosa Reynolds and Lourdes E. left the meeting at 10:03 a.m.*

C. Incentive

Ms. VanWormer provided an update of the FY17 performance bonus for the integration of behavioral health and physical health. The Department withheld \$1.5 million from our capitation payment for this incentive. We have received documentation stating that we have been very successful and will be receiving 99.6% of the incentive. The portion of the withheld payment not received was \$5,804. This performance bonus is also in the FY18 contract.

IX. **HOME & COMMUNITY BASED SERVICES**

Ms. VanWormer provided an update stating that surveys have been sent to both residential and non-residential providers. Region 10 has received and reviewed 120 of 304 expected revised non-residential CAPs. Notifications to providers on approval or disapproval of their revised non-residential CAPs is expected to go out January. Region 10 has received and reviewed 186 of 192 expected residential CAPs. Notifications to providers on approval or disapproval of their residential CAPs were sent out between December 28, 2017, and January 3, 2018.

The State sent the yes/no survey to Heightened Scrutiny providers and individuals on January 3<sup>rd</sup>, 2018. Providers will have two weeks to respond to the yes/no survey on whether they wish to undergo the Heightened Scrutiny process. Individuals will have four weeks to respond to the yes/no survey on whether they wish to remain with their current provider.

X. **DIRECTOR’S REPORT**

A. Information Technology Report

Ms. VanWormer stated that there have been upgrades to servers and there is a back-up plan in place. The phone system at St. Clair CMH, which is used by Region 10, is due for an upgrade and this will change the software for the Access system. There will be a pilot done with a couple of the Access staff to gather input on the changes that will take place this Spring.

There has been a text message notification system put in place for the direct employees of Region 10. We are looking at using for the leased staff as well.

There was a phone outage on January 8<sup>th</sup> due to an AT&T issue in Detroit. St. Clair CMH and Region 10 are now looking at the resolution and reviewing the processes.

B. Other

Ms. VanWormer asked Mr. Russell the status of the GHS funds issue. Mr. Russell stated he has a meeting with the attorneys on Monday.

XI. CMHA

A. CMHA Winter Conference Feb. 6-7, 2018

At Large Board members should contact Ms. Kalbfleisch by January 25<sup>th</sup> if they are interested in attending the conference.

B. FridayFacts

Provided for review.

C. Other

Chairperson Curtiss asked Mr. Butler to introduce himself. He gave a brief statement on his background.

XII. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

None

XIII. CITIZENS WISHING TO ADDRESS THE BOARD

None

XIV. ADJOURNMENT

It was moved by Mr. Rieves, seconded by Ms. Keller, to adjourn the meeting. With no further business to discuss, Chairperson Curtiss adjourned the meeting at 10:22 a.m.

Respectfully submitted,

Reviewed and approved,

Robin Kalbfleisch  
Recording Secretary

Gary Jones  
Region 10 Board Secretary