

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

GROUP MEETING: Region 10 PIHP Board
PLACE: GHS – 4th Floor Conference Room
420 W. Fifth Ave., Flint, MI
DATE: August 18, 2017
TIME: 9:00 a.m.
PRESIDING: Lori Curtiss, Chairperson

PRESENT: Ronald Barnard, Wanda Cole (arrival 9:15), Lori Curtiss, Dr. Niketa Dani (arrival 9:15), Ted Hammon, DeElla Johnson, Joyce Johnson, Gary Jones (arrival 9:10 a.m.), Linda Keller, Robert Kozfkay, Elva Mills, Ed Priemer, Ed Rieves, Wayne Strandberg

ABSENT: Steve Armstrong

ALSO PRESENT: *Region 10 PIHP Staff:* Jim Johnson, CEO; Pattie Hayes, Administrative Director; Kristen Potthoff, Contract Manager; Robin Kalbfleisch, Recording Secretary

CMH Staff: Deb Johnson, St. Clair CMH; Bob Sprague, Lapeer CMH; Lauren Emmons, Lapeer CMH; Wil Morris, Sanilac CMH; Dan Russell, GHS

GUESTS: Paul Rebandt, Rehmann; Doug Havera, BDO

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

None

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

It was moved by Ms. Joyce Johnson, seconded by Ms. Keller, to approve the Region 10 PIHP Board Meeting minutes of July 21, 2017. Mr. Priemer requested that the spelling of his name be corrected in two locations within the minutes. **MOTION CARRIED**

V. FINANCE

A. FY2016 Year End Financial Audit (*Action*)

Mr. Havera from BDO provided copies of the *Audit Wrap Up – September 30, 2016* booklet and the *Year Ended September 30, 2016 Financial Statements* booklet to each Board member. He reviewed the documents and stated there was an unmodified opinion issued on the financial statements.

It was moved by Ms. Keller, seconded by Ms. Mills, to approve the FY2016 Year End Financial Audit results as presented. **MOTION CARRIED**

B. FY2017 Budget

1. Monthly Finance Report – May 2017 (*Action*)
Report provided by Mr. Carpenter.

2. Monthly Finance Report – June 2017 (*Action*)
Mr. Carpenter stated that Healthy Michigan revenue has increased due to the increase in the Healthy Michigan eligibles.

The DAB eligibles have continued to decrease, and the state is recognizing that this is a state-wide issue.

There is a surplus of \$17.9 million for Traditional Medicaid as of the end of June, in part due to the \$12.5 million that was carried forward from the previous year. Some of this surplus will be used at year end to cover deficits in Autism and Healthy Michigan; the rest will be carried forward into the next year.

It was moved by Ms. Keller, seconded by Mr. Rieves, to approve the Monthly Finance Reports for May and June 2017 as presented. **MOTION CARRIED**

The 2017 projections are due to the State by the end of next week. The FY2018 budget will be brought to the September Board meeting. Mr. Carpenter is meeting with the CFOs on September 1st.

3. Payment Report – May 2017 (*Action*)
Report provided by Mr. Carpenter.

4. Payment Report – June 2017 (*Action*)
Report provided by Mr. Carpenter.

It was moved by Ms. Keller, seconded by Mr. Barnard, to approve the Payment Reports for May and June 2017 as presented. **MOTION CARRIED**

VI. POLICIES

A. PIHP Board Policy # 01-01-01 (*Action*)

Mr. Johnson provided the updates made to this policy. Changes were made to update the policy to match the by-laws and current procedures.

It was moved by Mr. Kozfkay, seconded by Mr. Jones, to approve the PIHP Board Policy # 01-01-01 as presented. **MOTION CARRIED**

B. Board Member Per Diem & Travel Reimbursement Policy # 01-01-02 (*Action*)

Mr. Johnson reviewed the changes to this policy. Changes included meal cap increases, per diem payments from monthly to bi-weekly, expense voucher form requirements, direct deposit language, and addition of waiver forms and the conference request form. **Follow-up:** Ms. Kalbfleisch will put the forms on the website.

It was moved by Ms. Keller, seconded by Ms. Mills, to approve the Board Member Per Diem & Travel Reimbursement Policy # 01-01-02 as presented. **MOTION CARRIED**

C. Credentialing & Privileging Policy # 01-06-05 (*Action*)

Ms. Prowse reviewed the revised policy. She stated there were updates made due to NCQA standards as well as extensive clean-up to match current procedures. She noted that, as of October 1st, the CMHs and SUD providers will be responsible for credentialing their own practitioners. Region 10 has provided assistance with reviewing SUD practitioners in the past, but will no longer do so. Instead, Region 10 will enhance the contract monitoring process to look at more files on site. There was a question asked if training was given to providers. Ms. Prowse answered that the CMHs are very familiar with this process, but SUD providers will require training. There is a standard checklist for items that must be looked for in the credentialing process. In addition, there is a requirement to have an organizational and practitioner database on our website.

It was moved by Mr. Rieves, seconded by Mr. Priemer, to approve the Credentialing & Privileging Policy # 01-06-05 as presented. **MOTION CARRIED**

VII. **QUALITY MANAGEMENT**

A. FY17 2nd Quarter Performance Indicator Report (*Action*)

Ms. Hayes reviewed the 2nd Quarter Performance Indicator Report that was sent to the Department on June 30th. At the PIHP level, all performance standards were met except for indicator #2a. GHS did not meet indicators 2, 2a, 2b, 2c, and 2d. Lapeer CMH did not meet indicators 2d, 3d and 10a. Corrective action plans and root cause analyses have been received from the CMHs.

It was moved by Ms. Keller, seconded by Dr. Dani, to approve the FY17 2nd Quarter Performance Indicator Report as presented. **Follow-up:** There was a request for the Board to be able to review the submitted Corrective Action Plans. Ms. Hayes will provide a summary to the Board. **MOTION CARRIED**

B. FY17 3rd Quarter QAPIP Periodic Review Report (*Action*)

Ms. Hayes reviewed the 3rd Quarter QAPIP Report *Analysis and Recommendations* page. Changes were made to goals for the Compliance and UM Committees. The Employment Workgroup was disbanded for the remainder of the fiscal year.

It was moved by Mr. Rieves, seconded by Dr. Dani, to approve the FY17 3rd Quarter QAPIP Periodic Review Report as presented. **MOTION CARRIED**

VIII. **VETERAN COORDINATOR MEMO OF UNDERSTANDING** (*Action*)

Mr. Johnson referenced the attached *Memorandum of Understanding* between MACMHB and Region 10. The allocated funds for the Veteran Coordinator position will come from the Department through MACMHB. The grant will be in place through the end of FY2018, however, this position may extend beyond that. Region 10 is the only region in the state that has veteran navigators currently in place at each of the CMHs. The regional Veteran Coordinator position will work with these navigators to coordinate and share knowledge across the region.

It was moved by Ms. Mills, seconded by Mr. Rieves, to approve the Veteran Coordinator Memo of Understanding as presented. **MOTION CARRIED**

IX. GRIEVANCE AND APPEALS

Mr. Johnson reviewed the Grievance and Appeals Report in Ms. Kleinedler's absence. This report will eventually be put into a database that one of the Region 10 technicians is currently working on that. This report will come to the Board on a routine basis in the future, and will include some outcome information. **Follow-up:** Ms. Curtiss would like to have training on Grievance & Appeals at a future meeting.

X. MCHE ANNUAL MEMBER MEETING

Mr. Johnson referenced the MCHE Annual Member Meeting flyer. This meeting is required annually and this year it will take place at the fall Board Association conference. Each PIHP Board is a member of MCHE and the CEOs represent their Board at the meetings. All members of the PIHP Boards are welcome to attend.

XI. BOARD ORIENTATION MANUAL

Follow-up: It was determined that there would be additional time for the Board members to review the manual, and feedback should be brought to the September meeting.

XII. DIRECTOR'S REPORT

Mr. Johnson stated that Region 10 staff is currently working with the CMHs to ensure that SIS Assessments are completed for those who are required to complete them.

Region 10 Access and Administration staff are now in their new work spaces. The transition took place on schedule and there are only a few items to finish.

Region 10 sponsored a SUD event in Flint yesterday that was hosted by Meridian. There were over 350 people in attendance.

The NCQA accreditation application will be submitted this month. **Follow-up:** Mr. Kozfkay would like to know the cost of accreditation and Mr. Johnson will provide this information to him.

MACMHB

1. Friday Facts
This report is included for review.
2. Fall Conference October 23 & 24, 2017

Please let Ms. Kalbfleisch know if you would like to attend. There will be more information provided at the September Board meeting.

XIII. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

A. Region 10 Open House – September 15, 2017

B. Regulatory Compliance Committee meeting today following Board meeting.

XIV. CITIZENS WISHING TO ADDRESS THE BOARD

None

XV. ADJOURNMENT

There was a motion to adjourn given by Mr. Rieves, seconded by Mr. Jones. With no further business to discuss, Chairperson Curtiss adjourned the meeting at 10:35 a.m.

Respectfully submitted,

Reviewed and approved,

Robin Kalbfleisch
Recording Secretary

Gary Jones
Region 10 Board Secretary