

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

GROUP MEETING: Region 10 PIHP Board
PLACE: Lapeer County CMH
1570 Suncrest Drive, Lapeer, MI
DATE: November 18, 2016
TIME: 9:00 a.m.
PRESIDING: Lori Curtiss, Chairman

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

ABSENT: Steve Armstrong, Ronald Barnard, Dr. Niketa Dani

ALSO PRESENT: *Region 10 PIHP Staff:* Michael McCartan, CEO; Dr. Tom Seilheimer, CCO; Richard Carpenter; Robin Kalbfleisch, Recording Secretary;

CMH Staff: Danis Russell, GHS; Lauren Emmons, Lapeer CMH; Jim Johnson, Wil Morris, Sanilac CMH

Other: Mary Van Skiver, Paul Rebandt, Rehmann

I. CALL TO ORDER

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

II. CITIZENS WISHING TO ADDRESS THE BOARD

None

III. AGENDA CHANGES

Add agenda item VA.3. *Letter regarding reduction of local match obligation payment.* Motion to accept the revised agenda made by Mr. Rieves, seconded by Mr. Priemer. **MOTION CARRIED**

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

It was moved by Ms. Mills, seconded by Ms. Keller to approve the Region 10 PIHP Board Meeting minutes of October 21, 2016. **MOTION CARRIED**

V. FINANCE

A. FY2016 Budget (*Action*)

1. Monthly Finance Report – September 2016 (*Action*)

Mr. Carpenter reviewed the monthly finance report and noted there has been a downward trend in DAB eligibles. He will be monitoring this trend for the next couple of months.

Otherwise, the financials are in line with what was anticipated. An interim projection report has been submitted to MDHHS and we are not anticipating a lapse to the Department this year for Medicaid. Healthy Michigan still shows an overspend of almost \$5 million, and there are sufficient risk reserves to cover that. However, this will cause the Healthy Michigan risk reserve to be under \$1 million. Region 10 is currently in discussions with the Department to address the underlying cause. Mr. McCartan stated that we have been enormously successfully in getting people who need services enrolled in Healthy Michigan; however, the revenue coming in to the Region has been less. In addition, there will be a lapse of at least \$20-30 million in the Healthy Michigan program statewide. Mr. McCartan said this has become the number one issue to get resolved with the Department and there will be discussions on both points.

It was moved by Mr. Hammon, seconded by Mr. Jones, to approve the Finance Report for September as presented. **MOTION CARRIED**

2. Payment Report – September 2016 (*Action*)

Mr. Carpenter presented the September Payment Report and stated it is larger than normal as the month is kept open longer for year-end closing.

It was moved by Ms. Keller, seconded by Ms. Mills, to approve the Payment Report for September as presented. **MOTION CARRIED**

3. Letter Regarding Reduction of Local Match Obligation

Mr. Carpenter presented a letter that was sent to MDHHS from Region 10. A letter from GHS has also been sent regarding the reduction in the local match obligation. This was sent to notify the Department that GHS would be unable to meet the local match obligation for FY17. This is due to Genesee County decreasing the county appropriation to GHS. CMHs are required to inform the Department if they are unable to make the local match payment, and, since the funds flow through Region 10, we are also required to inform the Department. This is technically a violation of our contract with the State. The Department's course of action may be to reduce the GF contract for GHS by the amount of the local match obligation.

Mr. McCartan recommends engaging legal counsel in order to create a trail of the actions of Region 10 to be prepared for any legal actions that may occur in the future regarding the issue between Genesee County and GHS.

There was further discussion regarding the reasons for the reduction in the local match.

VI. **SUBSTANCE USE DISORDERS**

A. SUD Oversight Board Meeting Minutes (11/8/16)

Ms. Cole reviewed the meeting minutes from the last meeting, document number VI.A. There was discussion about recovery housing and the changes that are being made to standardize the program throughout the region.

There was discussion regarding the 1115 Waiver and the impact it would have on SUD services. The waiver is currently under review.

VII. **SUBCOMMITTEE UPDATE**

A. Personnel
1. HRIS Presentation

Ms. Van Skiver provided information on the Region 10 HRIS System. A handout was provided to the attendees. She stated that this is a cloud based system and there is no software needed. She summarized the capabilities of the HRIS, including recruitment, time and attendance, payroll, onboarding, performance reviews, benefits enrollment, and reporting. The system has been and continues to be customized to fit the needs of Region 10. The HRIS system can be accessed from any location with internet access. In addition, there is a mobile application available for use.

Ms. Van Skiver noted that all direct staff and Board members are currently in the system. Leased staff can be added as well.

Mr. Kozfkay asked what the monthly cost was for the HRIS system. Mr. Carpenter responded that it was approximately \$750 per month. This is based on a per employee, per pay calculation. There was an initial up-front fee to start the system.

Mr. McCartan gave kudos to Ms. VanSkiver and the Personnel Subcommittee for their work in getting this system in place.

B. Facility

Mr. McCartan stated that the Facility Committee met and discussed the floor plan of the Region 10 Administration and Access areas, and he then gave a tour of the designated areas. St. Clair has approved the modifications to the building and the next step is to have specifications created. NBS is assisting Region 10 with furniture for the new spaces. There is currently no projected date to have the modifications to the building completed; once the specifications are completed, we will have a better idea.

Mr. Kozfkay noted that NBS is the same company that worked with St. Clair CMH on their new building. He also stated that he had a concern that there is going to be no real separation between St. Clair CMH and Region 10. Mr. McCartan stated that although there is no wall to separate the spaces, there will be signage to show separation. He mentioned that we do not want to compromise security, so we will be using the same building access cards as St. Clair CMH and will have guests check in at the front reception desk.

VIII. QUALITY IMPROVEMENT / INFORMATION TECHNOLOGY

A. FY16 QAPIP Year End Report (*Action*)

Mr. McCartan reviewed the organization chart and explained the different components that make up QAPIP. He also explained the "Goal Reference" for each goal listed. He noted that the Finance Committee is not a QAPIP requirement, however it is important to have as part of this process.

It was moved by Ms. Keller, seconded by Ms. Cole, to approve the FY16 QAPIP Year End Report as presented. Ms. DeElla Johnson inquired if Region 10 will eventually be managing and handling all of the finance and contracts in the region. Mr. McCartan stated that there are three things that a managed care group needs to do: access and screening, utilization management, and provider network management. On the SUD side, this is already in place; however, the mental health side is still in process. **MOTION CARRIED**

B. FY17 QAPIP Plan (*Action*)

Mr. McCartan reviewed the FY17 QAPIP goals for each Committee. The goals were presented at the recent QAPIP Retreat held for all committee members. In addition, they were presented at the CEO Meeting earlier this week. The status of these goals will be provided quarterly and reviewed by the QAPIP Committee.

It was moved by Ms. Keller, seconded by Ms. Cole, to approve the FY17 QAPIP Plan as presented. Mr. Kozfkay inquired if goals repeated from year to year could be marked on the form. Mr. McCartan stated that can be reviewed to determine if it can be done for the first quarterly review. **MOTION CARRIED**

Mr. Russell left the meeting at 10:32 a.m.

IX. SECTION 298 WORKGROUP UPDATE

Mr. McCartan stated that the Department has been meeting with Affinity Groups. A draft should be completed by November 28th, and the 30-day review process will begin. The date for the legislature to receive the report is still January 15, 2017.

X. DIRECTORS REPORT

A. MACMHB

1. FridayFacts

The FridayFacts are included in the packet of materials.

B. CEO Transition Plan

Mr. McCartan stated that Mr. Johnson will start on December 5th and Mr. Morris will be the new Executive Director for Sanilac CMH. This will allow Mr. McCartan and Mr. Johnson to work together until Mr. McCartan leaves at the end of the year.

C. CEO Evaluation

Mr. McCartan referenced the CEO goals, timeline and evaluation form included in the Board materials. The 2016 evaluation for the CEO must be completed. Chairman Curtiss asked that the evaluations be returned to Ms. Kalbfleisch by November 30th.

D. QAPIP Committee Workgroup Retreat Feedback

The QAPIP Retreat was held last week at the Lapeer ISD Tech Center.

E. December Meeting, Photographs, & Reception in Port Huron

The December Board meeting will be held at St. Clair CMH on December 16th. Board member photographs will follow and then there will be a reception from 11:00 to 1:00 p.m. for Mr. McCartan on his retirement and Mr. Johnson for his new role as Region 10 CEO. This will take place in the Region 10 office.

XI. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

None

XII. CITIZENS WISHING TO ADDRESS THE BOARD

None

XII. ADJOURNMENT

With no further business to discuss, Chairman Curtiss adjourned the meeting at 10:58 a.m.

Respectfully submitted,

Reviewed and approved,

Robin Kalbfleisch
Recording Secretary

Gary Jones
Region 10 Board Secretary