



**BOARD OF DIRECTORS REGULAR MEETING MINUTES
February 28, 2024**

- Present:** Michael Humphries, Chairperson; Susan Fortney, Vice Chairperson; Catherine Bernhold, Secretary; Rebecca Pasko; LaMar Frederick; John Burkardt; Rebecca Curley; Ken Papenhagen; Deb Staelgraeve; and Chantele Steffens
- Excused:** Pam Ray and Dawn Asper
- Absent:**
- Staff:** Lisa Graham
- Guests:** 11 guests attended

I. CALL TO ORDER

The Board Chairperson, Mike Humphries, called the meeting to order at 5:03 p.m.

II. ROLL CALL

Roll Call confirmed a quorum existed.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mike Humphries.

IV. CONSIDERATION TO ADOPT THE DRAFT AGENDA AS PRESENTED

Rebecca Curley moved to adopt the draft agenda as presented. Rebecca Pasko supported. Discussion followed. Motion carried unanimously.

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE January 24, 2024 BOARD MEETING AND WAIVE THE READING THEREOF

Ken Papenhagen moved to approve the minutes for the January 24, 2024 Board Meeting and waive the reading thereof. Rebecca Pasko supported. Motion carried unanimously.

VI. FEEDBACK SUMMARY

Mike Humphries reviewed feedback from the January 24, 2024 Board Meeting. Catherine Bernhold commented that the Board Bylaws and Policy Committee updated the monthly Board Meeting feedback tool and submitted to the Board for review.

VII. CITIZEN COMMENTS

There were no citizen comments.

VIII. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS

- a. **Substance Use Disorder (SUD), Access and Resources** – The Community Relations Committee requested Lisa Graham to provide educational presentations each month to help the Board and community understand the roles of Monroe CMH Authority. The first presentation is on Substance Use Disorder (SUD), Access and Resources. MCMHA has four primary roles related to SUD treatment: screening and referral; outpatient therapy; jail-based medication assisted treatment (MAT); and community partnerships. Lisa provided a brief overview of each of the four primary roles. A video presentation will be added to the agency's website for community review.

IX. BOARD COMMITTEE REPORTS

a. **Motion to Place on File All Written Reports**

Bylaws & Policy – Catherine Bernhold commented that Section 3 and 4 of the Governance Policy Manual have been submitted to the Board for review and feedback. The committee is currently reviewing the Board Bylaws and will be sending that to the Board for review upon completion.

Clinical Operations – Susan Fortney commented that she is proud of this committee. Crystal Palmer and Bridgitte Gates provide the committee with great reports. There is a comfortable setting to ask questions and pleased with the work this committee is doing.

Community Relations – Rebecca Pasko commented that the committee recommended a training presentation each month for Board Members and the community. The committee is hopeful that the Board will learn about the 9 core areas of CCBHC. The committee recommended the training presentations to be recorded and placed on the agency website for the community.

John Burkardt requested to amend the Business Operations minutes as Lisa Grahams first name is missing an a.

LaMar Frederick moved to place on file all written reports with requested amendment. Ken Papenhagen supported. Motion carried unanimously.

Written reports on file: Business Operations; Bylaws & Policy; Clinical Operations; Community Relations; Executive; and Performance Evaluation.

X. ITEMS FOR BOARD ACTION

a. **Motion to Approve a Board Stipend for any Board Member Participating in the St. Joe's Center for Hope Tour on February 29, 2024**

LaMar Frederick moved to approve a Board Stipend for any Board Member participating in the St. Joe's Center for Hope Tour on February 29, 2024. John Burkardt supported. Roll call: In favor: Pasko, Steffens, Frederick, Burkardt, Humphries, Fortney, Bernhold, Curley, Papenhagen, and Staelgraeve; opposed: none; motion carried unanimously.

b. **Motion to Approve a Board Stipend for any Board Member Participating at the Bedford Business Fair on March 9, 2024**

LaMar Frederick moved to approve a Board Stipend for any Board Member participating at the Bedford Business Fair on March 9, 2024. Chantele Steffens supported. Roll call: In favor: Pasko, Steffens, Frederick, Burkardt, Humphries, Fortney, Bernhold, Curley, Papenhagen, and Staelgraeve; opposed: none; motion carried unanimously.

c. **Motion to Accept the Performance Evaluation Committee's Recommendation for the Chief Executive Officer's Performance Evaluation**

LaMar Frederick moved to accept the Performance Evaluation Committee's recommendation to the full Board for a rating of in excess of satisfactory for the Chief Executive Officer's 2023 Performance Evaluation. John Burkardt supported. Discussion followed. Roll call: In favor: Pasko, Steffens, Frederick, Burkardt, Humphries, Fortney, Bernhold, Curley, Papenhagen, and

Staelgraeve; opposed: none; motion carried unanimously.

Lamar Frederick thanked Ken Papenhagen for creating the comparison tool. It helped the Performance Evaluation Committee to focus on the issues, decisions, and conclusions.

Lisa Graham commented that this year the Performance Evaluation Committee reviewed more information than they have since she has been the Chief Executive Officer. Every area of the tool was an extensive review but did not feel overdone. Lisa is pleased with the process, the thorough review, and was happy that the committee provide all of the information to the full Board.

Chantele Steffens requested that the list of 2023 accomplishments be made public.

XI. AUTHORITY AND REGIONAL POLICY REVIEW/APPROVAL

a. Motion to Approve the Authority Policy, Procedure, and Exhibits as Presented

- i. Policy: N/A
- ii. Procedure: POC7057-P10 Blood Pressure Readings and Response Procedure
POC7067-P4 Autism Testing Referral Procedure
POC7067-P3 CCBHC Targeted Service Catchment Area Procedure
- iii. Exhibit: POC7067-E7 CCBHC Access Flowchart Exhibit
POC7067-E8 CCBHC Eligibility Chart Exhibit
POC7067-E9 Autism Evaluation Internal Referral Exhibit
- iv. Rescind: POC7063 Nursing Process Procedure
POC7057-P8 Taking a Manual Blood Pressure Procedure
POC7057-P9 Taking a Blood Pressure with Digital Monitor Procedure
POC7080-P1 Fall Risk Procedure
- v. Relocate: POC7063-P1 Fall Risk Procedure Relocate to POC7082-P3

Catherine Bernhold moved to approve the Authority Policy, Procedure, and Exhibits as presented. Rebecca Curley supported. Motion carried unanimously.

b. Motion to Approve the Regional Policies as Presented

- i. Policy: POC7052 Clinical Practices Guidelines Policy

Catherine Bernhold moved to approve the Regional Policy as presented. Susan Fortney supported. Motion carried unanimously.

XII. RELATIONSHIP WITH REGION, COUNTY, AND OTHERS

a. Regional Reports

- i. Regional PIHP Board Meeting Minutes – LaMar Frederick commented that the difference in eligibles and what was projected for when the budget was put together that there may need to be a budget amendment.
- ii. State Legislation and Policy Committee Report – Rebecca Pasko commented that this committee does not meet every month. The last meeting attended, there was a lot of talk about nursing and education primarily about mental health services throughout the state. The big thing, this year, is that Medicaid was requiring \$2 copays and not how that may affect Monroe CMH. Bob Sheehan mentioned that one of the Medicaid plans were already doing this.

Richard Carpenter commented that there have not been any discussions at the PIHP level. PIHPs are not required to have a copay for Medicaid. This may be limited to the physical health care side.

XIII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- a. Financial Report – Richard Carpenter presented the financial report.

- i. The financials were reviewed in depth at the Business Operations Committee this month. Trends, Comparative Charts, Fiscal Revenues and Expenses by Fund Source, and Basic Financial Statements were presented. The highlights were revenue dropping due to eligibles decreasing. Even though we anticipated the drop it is happening quicker than

we anticipated. We are having conversation with the state on adjusting rates; and doing an analysis for consumers hitting the general fund that should be on Medicaid. Through the pandemic there were no spend downs, they were able to save it which may be over the asset limit after the pandemic and do not qualify for Medicaid. The other thing we are seeing is that previous individuals have been re-enrolled in plan first for Medicaid. Plan first does not have payable mental health services. We are working with MDHHS to get these consumers into the correct Medicaid plan. It looks good on paper; we are working with the state and will let the Board know how we are progressing in the next month.

Lisa Graham commented that every CMH in the state of Michigan is experiencing this problem for overspending the general fund.

Chantele Steffens commented that she loved the new financial format and suggested that any typos be fixed before publishing for the Board and community to review.

- b. Chief Executive Officer's Report included an update on: CCBHC, State Recipient Rights Audit, Opioid Settlement Funds/Year 2 implementation plan, Governors FY2025 Budget, FY2023 final financial status report, Lenawee CMHA, Youth Summit, Community Coalition, and Monroe County Community College presentation overview of CMH services.

XIII. NEW BUSINESS

XIV. CITIZEN COMMENTS

There were no citizen comments.

XV. BOARD ANNOUNCEMENTS

Rebecca Pasko thanked the Performance Evaluation Committee for their hard work on the CEO Performance Evaluation.

Lamar Frederick commented that the Bedford Business Fair is on March 9th and Monroe CMH will have presence there.

Susan Fortney commented that herself and Chantele Steffens will be representing Monroe CMH at the Bedford Business Fair.

Mike Humphries thanked the Board for accepting the Performance Evaluation Committee's recommendations. The committee worked hard on this. Mike is proud of this and proud of the agency as well.

XVII. ADJOURNMENT

Mike Humphries adjourned the meeting at 6:27pm.

Submitted by,



Catherine Bernhold
Board Secretary

LG/dp
3/7/24