



**BOARD OF DIRECTORS REGULAR MEETING MINUTES
May 21, 2025**

Present: Michael Humphries, Chairperson; Susan Fortney, Vice Chairperson; Deb Staelgraeve (Secretary Pro-Tem); Joan Canning; Becca Curley; Reda Biniecki; LaMar Frederick; John Burkardt; Rebecca Pasko; Dawn Asper; Naomi Stoner; and Ken Papenhagen

Excused:

Absent:

Staff: Lisa Graham and Ken Melvin

Guests: 7 guests were present

I. CALL TO ORDER

The Board Chair, Mike Humphries, called the meeting to order at 6:00 p.m.

II. ROLL CALL

Roll Call confirmed a quorum existed.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mike Humphries.

Mike Humphries appointed Deb Staelgraeve as Secretary Pro-Tem.

IV. CONSIDERATION TO ADOPT THE DRAFT AGENDA AS PRESENTED

Ken Papenhagen moved to adopt the draft agenda as presented. Deb Staelgraeve supported. Motion carried unanimously.

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE APRIL 23, 2025 BOARD MEETING AND WAIVE THE READING THEREOF

Susan Fortney moved to approve the minutes for the April 23, 2025 Board Meeting and waive the reading thereof. Becca Curley supported. Motion carried unanimously.

VI. BOARD MEETING EVALUATION REPORT

The Board Meeting Evaluation Report from the April 23, 2025 Board Meeting was not available in the handout and will be emailed to board members.

VII. PUBLIC COMMENTS

There were no public comments.

VIII. ELECTION OF OFFICERS

Dawn Pratt, Nominating Committee, took the Chair.

The Nominating Committee announced that all Board Members have been contacted regarding their interest in running for an office.

Election of Board Chairperson:

The Nominating Committee acknowledged that there were two board members showing interest in the Board Chairperson. Board members showing interest were Mike Humphries and Rebecca Pasko.

The Nominating Committee recommended Mike Humphries for Board Chairperson. Mike Humphries accepted.

The Nominating Committee recommended Rebecca Pasko for Board Chairperson. Rebecca Pasko accepted.

Nominations were opened to the floor for Board Chairperson. Hearing no further nominations, nominations were closed.

Mike addressed the Board as to why he would like to be considered as the Board Chairperson.

Rebecca addressed the Board as to why she would like to be considered as the Board Chairperson.

Election of Board Vice Chairperson:

The Nominating Committee acknowledged that there were two Board Members showing interest in the Board Vice Chairperson position. Board Members showing interest were Becca Curley and John Burkardt.

The Nominating Committee recommended Becca Curley for Board Vice Chairperson. Becca Curley accepted.

The Nominating Committee recommended John Burkardt for Board Vice Chairperson. John Burkardt accepted.

Nominations were opened to the floor for Board Vice Chairperson. Hearing no further nominations, nominations were closed.

Becca addressed the Board as to why she would like to be considered for Board Vice Chairperson.

John addressed the Board as to why he would like to be considered for Board Vice Chairperson.

Election of Board Secretary:

The Nominating Committee acknowledged that there were two board members showing interest in the Board Secretary position. Board members showing interest were Ken Papenhagen and Susan Fortney.

The Nominating Committee recommended Ken Papenhagen for Board Secretary. Ken Papenhagen accepted.

The Nominating Committee recommended Susan Fortney for Board Secretary. Susan Fortney accepted.

Nominations were opened to the floor for Board Secretary. Hearing no further nominations, nominations were closed.

Susan addressed the Board as to why she would like to be considered as Board Secretary.

Ken addressed the Board as to why he would like to be considered as Board Secretary.

Closed Ballot Vote:

The Nominating Committee provided a closed ballot to board members that included all three officer positions. Votes were tallied and announced in real time.

Round One:

- a. Board Chairperson
 - i. Mike Humphries 5
 - ii. Rebecca Pasko 7
- b. Board Vice Chairperson
 - i. Becca Curley 6
 - ii. John Burkardt 6
- c. Board Secretary
 - i. Ken Papenhagen 6
 - ii. Susan Fortney 6

Dawn Pratt announced Rebecca Pasko as the Board Chairperson for 2025-2026.

Dawn Pratt announced that the closed ballots resulted in a tie for the Board Vice Chairperson and Board Secretary positions.

Reda Biniiecki moved to conduct a second closed ballot vote for Board Vice Chairperson and Board Secretary. Rebecca Pasko supported. Motion carried unanimously.

A second closed ballot was provided to board members.

Round Two:

- a. Board Vice Chairperson
 - i. Becca Curley 5
 - ii. John Burkardt 7
- b. Board Secretary
 - i. Ken Papenhagen 6
 - ii. Susan Fortney 6

Dawn Pratt announced John Burkardt as the Board Vice Chairperson for 2025-2026.

Dawn Pratt announced that the closed ballots resulted in a tie for the Board Secretary position.

Reda Biniiecki moved to conduct a third closed ballot vote for Board Secretary. Dawn Asper supported. Motion carried unanimously.

A third closed ballot was provided to board members for the Board Secretary position.

Round Three:

- a. Board Secretary
 - i. Ken Papenhagen 6
 - ii. Susan Fortney 6

Dawn Pratt announced that the closed ballots resulted in a tie for Board Secretary position.

Reda Biniiecki moved to conduct a fourth closed ballot vote for Board Secretary and if results in a tie to take this to the Monroe County Commissioners to make the determination. Rebecca Pasko supported. Motion carried unanimously.

A fourth closed ballot was provided to board members.

Round Four:

- a. Board Secretary
 - i. Ken Papenhagen 6
 - ii. Susan Fortney 6

Dawn Pratt announced that the closed ballots resulted in a tie for the Board Secretary position. The Board Secretary position will remain vacant until further notification. Lisa Graham will contact the Monroe County Commissioners for information on next steps when elections result in a tie.

The Nominating Committee ended the Election of Officers and congratulated Rebecca Pasko and John Burkardt.

IX. RECOMMENDATION TO CMHPSM BOARD

The Nominating Committee announced that all Board Members have been contacted regarding their interest in being appointed to the CMHPSM Board of Directors.

The Nominating Committee acknowledged that there was one Board Member showing interest in being appointed to the CMHPSM Board of Directors. The Board Member showing interest was Becca Curley. The Term for consideration begins July 1, 2025 through June 30, 2028.

The Nominating Committee recommended Becca Curley to be considered for appointment to the CMHPSM Board of Directors. Becca Curley accepted.

Naomi Stoner moved for Becca Curley to be considered for appointment to the CMHPSM Board of Directors. LaMar Frederick supported. Roll call: In favor: Staelgraeve, Papenhagen, Stoner, Asper, Pasko, Fortney, Humphries, Burkardt, Frederick, Biniecki, Curley, and Canning; opposed: none; motion carried unanimously.

Dawn Pratt announced Becca Curley as being the CMHPSM Board Representative to serve the Term beginning July 1, 2025 through June 30, 2028.

The Nominating Committee ended the Recommendation to the CMHPSM Board and congratulated Becca Curley on her additional term.

X. ITEMS FOR BOARD CONSIDERATION

- a. Board Action Request: Claims and Billing Specialist Recommendation – Lisa Graham commented that the Claims and Billing Specialist position was vacated in January 2025 and since that time, a total of 17 applications were received. Out of that 17, only 2 met the requisite training, education, and/or experience to move on to an interview. Neither of the 2 candidates who were interviewed resulted in an accepted job offer. Lisa commented that the volume of claims and billing tasks have increased with CCBHC Certification, and one position is no longer adequate. In order to manage Claims and Billing tasks effectively, MCMHA would need to hire 2 positions. MCMHA leadership also investigated outside companies that provide claims and billing services. These companies operate by taking a percentage of claims and would still require a Claims and Billing point person. We have a temporary set up but need a permanent position. Lisa presented a recommendation for Rehmann to assume responsibility for claims adjudication, 1st and 3rd party billing, revenue cycle management, including Accounts Receivable management, and Enrollment Credentialing (as it pertains to billing). The contract amendment would add \$16,500 to the monthly flat fee. The amendment would be effective June 1, 2025. The flat fee would increase by 5% on January 1, 2026, and another 5% each January 1st thereafter as per the original Rehmann contract that expires on September 28, 2028.

Questions and further information needed were gathered from the Board. Lisa Graham will provide updates at the May 28, 2028 Board Meeting where the recommendation will be considered.

LaMar Frederick moved to suspend the regular order of business to take a vote on the Rehmann recommendation. Dawn Asper supported. Discussion followed. Roll call: In favor: none; Opposed: Staelgraeve, Papenhagen, Stoner, Asper, Pasko, Fortney, Humphries, Burkardt, Frederick, Biniecki, Curley, and Canning; motion did not pass.

- b. Service Contracts - Alicia Riggs presented the Service Contracts for Board consideration.

XI. FISCAL FINANCE REPORT

- a. Fiscal Finance Report: Ken Melvin presented the March financials, highlighting:
 - i. Statement of Activities
 - 1. Revenue is trending/projected higher than last year, as expected. This is due to budgetary, and rate increases from the PIHP capitation and CCBHC.
 - 2. Spending is largely in line with the prior year with the exception of provider network. We expect to have increased costs as we pushed out DCW increases and targeted specialized residential rates. We also have a conservative IBNR estimate to account for other potential increases and ABA rate changes.
 - 3. Expecting to contribute \$127,259 to the fund balance primarily driven by ongoing efforts to reduce non-Medicaid spending and increase service delivery to Medicaid individuals.
 - ii. Statement of Activities – Mental Health Budget-to-Actual
 - 1. Revenue is trending/projected higher than budget for Medicaid as we see slight increases for waiver payments. CCBHC revenue is lower than expected as we have lags with T-1040 reporting. County appropriation revenue is lower than budgeted due to timing. We expect to receive the full budget. Other revenue is trending high due to a provider refund received.
 - 2. Salary and benefit expense are trending lower than budget in total. Mostly due to lower than anticipated benefit costs in addition to vacancies of staff positions.
 - 3. Provider network expense is higher than anticipated as mentioned in the bullet above.
 - iii. Fiscal 2025 Revenues and Expenses by Fund Source
 - 1. The CCBHC Medicaid program is showing a surplus of \$394,983 through this reporting period. However, CCBHC non-Medicaid is trending over budget.
 - 2. Traditional State General Fund spending is lower than budgeted. This is a result of efforts around Medicaid enrollment and tracking of deductibles.
- b. Other Comments:
 - i. We continue to work on credentialing. Lisa Graham commented that Blue Cross Blue Shield reached out to us to see if we would be interested to be on their provider panel. This is exciting news as they pay for crisis and their rates are competitive. We don't normally get to bill for that.
 - ii. MDHHS announced that the PIHPs will no longer be the middleman for the CCBHC revenue, effective 10/1/25. This is the scenario we anticipated and voiced multiple concerns on the weight of staff if the PIHP does not exist. It is a major concern and will provide updates as more information is received.
 - iii. We are keeping an eye on the federal budget and hoping for the best.
 - iv. We are currently in a Single Audit right now and looking at some improvements to processes that will be brought to the Board in the next few months.

XII. NEW BUSINESS

There was no new business.

XIII. PUBLIC COMMENTS

There were no public comments.

XIV. BOARD MEMBER ANNOUNCEMENTS

Ken Papenhagen asked for all to have a blessed week.

Dawn Asper reminded board members that June 5th is the River Raisin Clubhouse Open House.

Rebecca Pasko thanked everyone for their confidence and will work hard to be a good Board Chair.

Susan Fortney gave congratulations to Rebecca Pasko and John Burkardt.

John Burkardt thanked those that voted for him.

LaMar Frederick commented that Monday is Memorial Day, and as a Veteran, requested everyone to take the time to think of those that are serving that cannot be home with their families as they are serving our Country. We were all warriors, those that served know, they were all warriors.

Reda Biniecki attended the River Raisin Clubhouse Open House for staff and learned more about what the Clubhouse does. It's really cool and I am excited to go again on June 5th.

Becca Curley congratulated the new elected officers.

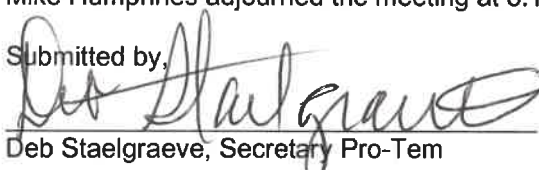
Joan Canning congratulated everyone.

Mike Humphries thanked board members; it has been my distinct honor to serve as your Board Chair.

XV. ADJOURNMENT

Mike Humphries adjourned the meeting at 8:13pm.

Submitted by,


Deb Staelgraeve, Secretary Pro-Tem

LG/dp
5/23/25