

MINUTES
ALLEGAN COUNTY COMMUNITY MENTAL HEALTH SERVICES BOARD
Tuesday, May 18, 2021 at 5:30 P.M. via Zoom
Web site: www.accmhs.org

1. Call to Order, Gale Dugan, Chairperson

At 5:30 p.m., Mr. Dugan welcomed everyone and called the meeting to order via teleconference.

Present: Mark DeYoung (Dorr Township), Gale Dugan (CSB/Otsego/Allegan Township), Glen Brookhouse (Hopkins), Tom Belco (CSB building/Plainwell), Beth Johnston (Hopkins/Watson Township), Jim Storey (Allegan Township CSB building), Kim Bartnick (Wayland), Alice Kelsey (Martin), Emily Schwartz (Allegan Township), Amy Clugston (Otsego Township), At 6:50 p.m., Bill Buell joined the closed session meeting

Absent: John Weerstra (Allegan)

Staff: Mark Witte, Gary Smith, Dan Welburn, Leanne Kellogg, Geniene Gersh, Nan Lawrence, Kelsey Newsome, Mandy Padgett, Myrna Simon, Brenda Polmanteer, Amy Embury, Cathy Haas, Ben Busfield

Visitors: Jay Roberts Eveland (LRE Allegan rep)

2. Pledge of Allegiance ~ Recited.

3. Provision for Public Comment ~ Agenda Items Only, Subject to 5-Minute Limit Per Person
None.

4. Approval of Agenda

MR. STOREY MOVED TO APPROVE AGENDA AS PRESENTED. SUPPORTED BY MR. BELCO. No discussion. MOTION PASSED WITH ALL YES VOICE/ROLL CALL VOTE. (10-YES; 2-ABSENT: WEERSTRA, BUELL)

5. Approval of Consent Agenda *All items listed are considered to be routine and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda upon request of any board member and will be considered separately.*

a. MOTION – Approval of prior minutes

- i) Board Meeting (04-20-21)
- ii) Finance Committee (04-20-21)
- iii) Program (04-20-21)
- iv) RRAC (04-20-21 to be approved 06-15-21)
- v) Executive Committee (05-14-21)

MR. DEYOUNG MOVED TO APPROVE MINUTES AS PRESENTED. SUPPORTED BY MR. BROOKHOUSE. No discussion. MOTION PASSED WITH ALL YES ROLL CALL VOTE. (10-YES; 2-ABSENT: WEERSTRA, BUELL)

6. Written Reports to Program Committee, Jim Storey (emailed and posted on web site)

Mr. Storey reported Program Committee heard a great presentation from Adam Brink and Sara Milnikel about Supports Intensity Scale (SIS) Assessment Implementation. There were informative program overviews from Ms. Kellogg, Dr. Gersh, Mr. Welburn and Ms. Haas.

7. Finance Committee Report, Tom Belco (emailed and posted on web site)

a. HR report, Nan Lawrence. Ms. Lawrence provided written report. No comments.

b. Admin Services Report, Gary Smith. Mr. Smith reviewed his written report; we received release from USDA for bidding; bidding is now in process; the new building's bidder's open house is scheduled tomorrow at 10:00. Mr. Smith reported Kris Nelson, Schley Architect, expects about 10.

c. Motion request to approve Voucher Disbursements totaling \$3,085,902.20.

MR. BELCO MOVED FOR APPROVAL OF VOUCHER DISBURSEMENTS TOTALING \$3,085,902.20. SUPPORTED BY MS. JOHNSTON. Discussion: None. MOTION PASSED WITH ALL YES ROLL CALL VOTE. (10-YES; 2-ABSENT: WEERSTRA, BUELL)

d. **Motion Request to approve FY2021 Provider Contracts:**

MR. BELCO MOVED TO RECOMMEND TO FULL BOARD APPROVAL OF THE FOLLOWING CONTRACTS: CENTRIA HEALTH CARE (AUTISM). SUPPORTED BY MS. KELSEY. No discussion. MOTION PASSED WITH ALL YES ROLL CALL VOTE. (10-YES; 2-ABSENT: WEERSTRA, BUELL)

e. **Review Key Indicator Analysis, Report, & Graphs.** Mr. Smith reported key indicators are holding true; anticipating increased inpatient placement; in general all looking good from operational perspective.

f. **Review Financials: Income Statement & Balance Sheet & SUD Services.**

Mr. Smith reported MA is favorable \$451,937 (was favorable \$264,617); Autism is negative \$233,982 (was neg \$301,075), HM is negative \$414,243 (was neg \$596,115), GF is favorable \$619,898 (was favorable \$593,642). Revenue less expenses is favorable \$1,809,964 (was favorable \$1,640,169). Majority of it is due to increase in revenue; a reflection of key indicators, 6 months to go, had a very good month and expecting trend to continue. There has been conversation in MT and Executive Committee regarding what to do with surplus MA. It is good to explore what to do to keep some of it in Allegan County and still be able to return balance to LRE. Mr. Belco reported that if positive trend continues, we will look at supporting provider staff and service network.

g. **Committee appointments to Finance Committee.**

- i) Mr. Belco asked if Beth Johnston accepted vice chair appointment. Mr. Dugan reported Elizabeth Johnston was appointed as vice chair on Finance Committee. Ms. Johnston accepted. MR. DEYOUNG MOVED CONFIRMATION OF APPOINTMENT OF ELIZABETH JOHNSTON AS VICE CHAIR TO FINANCE COMMITTEE. MOTION APPROVED BY ALL YES ROLL CALL VOTE. (10-YES; 2-ABSENT: WEERSTRA, BUELL)
- ii) Mr. Belco asked if Mark DeYoung was appointed to and accepted appointment to Finance Committee. Mr. DeYoung accepted. MR. BELCO MOVED CONFIRMATION OF APPOINTMENT OF MR. DEYOUNG AS MEMBER ON FINANCE COMMITTEE. MOTION APPROVED BY ALL YES ROLL CALL VOTE. (10-YES; 2-ABSENT: WEERSTRA, BUELL)

8. **Recipient Rights Advisory Committee (Feb/Apr/Jun/Aug/Oct/Dec), Glen Brookhouse**

- Mr. Brookhouse reported the next RRAC meeting is June 15.
- Committee appointments. Mr. Brookhouse asked if a vice chair of RRAC has been appointed. Mr. Dugan reported he hasn't discussed it with Ms. Newsome. Ms. Newsome requested to have confirmation next month; that the RRAC member is willing to accept but is not here tonight.
- Ms. Newsome reported we received score of substantial compliance for ORR site visit, within normal range and have a few items in a plan of correction. She will provide the detailed report next month.

9. **Chairperson/Executive Committee's Report, Gale Dugan**

- a. **Executive Committee Report.** May 14 minutes were emailed yesterday and approved tonight. Mr. Dugan reviewed the minutes. He reported they discussed next steps of building, bids and cost of construction, branding, web site development contract with Julia Leos, fundraising, TBD leadership/supervisory development training, legislative proposals. He noted CMHA conference has discounted rates thru May 28 and encouraged all to attend June 14-17, from 9:00-12:30.
- b. **Executive Director Performance review.** Mr. Dugan reported Mr. Witte requested a closed session tonight at the end of the board meeting for his performance evaluation.
- c. **LRE/State update.** They are nearing an agreement.

10. **ACCMHS Executive Director's Report, Mark Witte (emailed and posted)**

Mr. Witte emailed his written report and briefly highlighted it. He provided a lot of info related to Senator Shirkey and Rep. Whiteford's proposals and reviewed them. Their proposals redesign Michigan's public mental health system. He sent an advocacy alert and thanked board members for responding. Mr. DeYoung reported that LRE has invited Alan Bolter to Thursday's 1:00 LRE meeting to explain it and all are invited to attend. The link to the Zoom call and board packets can be found on LRE web site: www.Lsre.org. Mr. Dugan encouraged all to weigh in. Mr. Witte reported he may bring a recommendation next month for board to take a position.

11. Board Member Comments

Ms. Schwartz asked if there has been any progress with MiCAL. Mr. Witte said it is being piloted in 3 counties for eventual rollout to other areas. Michigan Department of Health and Human Services (MDHHS) launched the Michigan Crisis and Access Line (MiCAL), with the rollout beginning in Oakland County and the Upper Peninsula. This resource allows an individual to be able to call, text or chat with MiCAL for free behavioral health crisis triage, support, resource information and referral to local services 24 hours a day, 7 days a week. Eventually it will be expanded to other areas in the state.

12. Provision for Public Comment ~ Any Topic, Subject to 5-Minute Limit Per Person

Jay Roberts Eveland saw in Prevention Services report that Mental Health First Aid is being offered and she encouraged first responders to attend. She also was grateful to hear in the Housing report that there is a contingency plan for our clients for when the housing moratorium ends.

13. Motion Request for Closed Session, Gale Dugan

At 6:30 p.m. Mr. Dugan called for a motion to move into closed session for purpose of reviewing Executive Director's performance evaluation pursuant to MCL 15.268(a) at the request of the employee.

MOTION BY MS. BARTNICK, SUPPORTED BY MR. STOREY TO MOVE INTO CLOSED SESSION FOR PURPOSE OF REVIEWING EXECUTIVE DIRECTOR'S PERFORMANCE EVALUATION.
MOTION PASSED WITH ALL YES ROLL CALL VOTE. (10 YES; 2 ABSENT: WEERSTRA, BUELL)

***** **CLOSED SESSION (TIME 6:30 TO 6:55 p.m.)** *****

At 6:50 p.m., Mr. Buell joined the meeting.

14. Motion Request to return to open session, Gale Dugan

AT 6:55 P.M., MS. JOHNSTON MOTIONED TO MOVE OUT OF CLOSED SESSION, SECONDED BY MS. SWARTZ. ADOPTED UNANIMOUSLY BY ROLL CALL. (11 YES; 1 ABSENT: WEERSTRA)

MOTION TO ADOPT THE RECOMMENDATIONS MADE IN CLOSED SESSION RELATIVE TO THE EVALUATION OF THE EXECUTIVE DIRECTOR MADE BY MR. STOREY, SECONDED BY MR. BELCO. ADOPTED UNANIMOUSLY BY ROLL CALL. (11 YES; 1 ABSENT: WEERSTRA)

15. Adjournment

MOTION TO ADJOURN MADE BY MR. STOREY, SECONDED BY MS. JOHNSTON. ADOPTED UNANIMOUSLY BY VOICE VOTE. (11 YES; 1 ABSENT: WEERSTRA).

Adjourned at 7:03 pm. Next meeting is June 15.

Respectfully submitted,

Myrna Simon
Executive Assistant

Gale Dugan
Board Chairperson

2021 meeting dates:

January 19 (Zoom)
February 16 (Zoom)
March 16 (Zoom)

April 20 (Zoom)
May 18 (Zoom)
June 15 (Zoom)

July 20
August 17
Sept 21

October 19
November 16
December 21