

**MINUTES OF THE BOARD**  
**June 20, 2019**  
**North Country Community Mental Health**  
**1420 Plaza Dr., Petoskey, MI 49770**

**BOARD MEMBERS PRESENT:** Ed Ginop, Sr. Augusta Stratz,  
Karla Sherman, Christian Marcus, Caroline Loper, Patty  
Cox, Michael Newman, Paul Liss, Ed Ginop, Dennis  
Priess, Robert Draves, Robert Boyd

**BOARD MEMBERS ABSENT:** David White, Ron Iseler, Louis Scholl

**STAFF:** Christine Gebhard, Amy Christie, Ann Friend, Lorraine  
Manary

**GUESTS:** None in attendance

Mr. Ginop called the meeting to order at 4:00 p.m.

**ROLL CALL**

Mr. Ginop welcomed the Board members and staff to the meeting.

**PUBLIC COMMENT**

There was no public comment.

**CONSENT AGENDA**

The consent agenda includes the agenda overview, minutes of the previous meeting and contracts signed in the past month.

**Motion to accept the consent agenda by Ms. Sherman, support by Ms. Loper;**  
**MOTION CARRIED.**

**COMMITTEE RECOMMENDATIONS – BOARD ACTION\***

**Finance Committee**

The Finance Committee met today at 3:00 PM. Mr. Marcus noted that Richard Carpenter attended via Skype. Mr. Marcus reviewed the Statement of Cash on Deposit and bills through May 31, 2019, and the Interim Financial Statements through April 30, 2019, including the Statement of Net Position; Revenue by Funding Source; Expenditures by Line Item; and Statement of Cash Flows.

Medicaid (including Autism) capitation payments received through April were \$24,395,586. Expenditures were \$24,959,183, resulting in an OVER expenditure of \$563,597. Healthy Michigan Plan capitation payments received through April were \$1,999,259. Expenditures were \$1,684,484, resulting in an UNDER expenditures of \$314,775. A net Medicaid OVER expenditure of \$248,822

State General Funds allotted to North Country for the period were \$1,156,330. General Funds expenditures were \$1,068,403 resulting in an UNDER expenditure of \$184,226, this includes one-time FY18 adjustments which impacted the balance Ms. Gebhard answered questions regarding the details.

**Mr. Ginop asked members if there were any questions about the financial reports. Hearing none, Mr. Ginop directed that the reports be placed on file for audit.**

Mr. Marcus reviewed the budget amendment for FY19. This projection uses year-to-date actual through March 30, 2019, and adjustments for one-time expenditures or revenues and for the DHHS worker. . It projects an increase in Medicaid revenue of \$2,707,243 and an increase in expenditures of \$1,310,454 largely due to residential, autism, self-determination, and crisis residential.

**A motion by Mr. Marcus to adopt FY 2019 Budget Amendment #1 dated 6/15/19, support by Ms. Loper; MOTION CARRIED.**

#### **ACTION ITEM(S) WITHOUT COMMITTEE REVIEW:**

There were no action items without review.

#### **PRESENTATION: Lean Process Improvement, Amy Christie, CQO**

Ms. Christie gave a detailed overview of the LEAN process. She explained what LEAN Continuous improvement is and shared the 5 principles of LEAN:

1. Specify Value – what does the customer value
2. Map the Value Stream – identify and analyze the information flow
3. Improve the Flow – Maintain a continuous flow within a process
4. Implement Pull – Resources based on customer demand
5. Pursue Perfection – Uncover and remove waste, which will help uncover additional areas of waste and additional opportunities for improvement

Ms. Christie provided examples of each principle and reviewed the eight types of waste which can be uncovered during the process.

Ms. Christie gave an overview of Lean Leader training to date which included ten staff volunteering to participate in the five-month training, five sponsors trained and five LEAN projects underway. She showed the board the various tools used during projects including a Project Charter, Value Stream Maps, GAANT charts, the 5 Why's, and others. She stressed that to be successful this process needs support from the top, and that NCCMH is lucky to have this support from the Executive Team.

#### **CHIEF EXECUTIVE OFFICER'S REPORT/COMMUNICATIONS**

Ms. Gebhard referred to a few items from her written report: The Stepping up workgroup met on jail diversion. Charlevoix County is moving forward with a U.S. Department of Justice

Programs grant. This will be a \$300,000 grant for 2 years and the grant deadline has been extended to July 15. Ms. Gebhard also mentioned visiting the NCCMH county offices noting that Kalkaska County passed the Resolution to Remove Section 928 last night. This is the fourth county to pass the resolution joining Antrim, Charlevoix and Emmet in doing so. She will be presenting to Cheboygan and Otsego Counties in next few weeks..

NCCMH will be applying for a Michigan Practice Transformational Academy. This academy will train and coach teams of payers and providers to develop competencies needed to deliver value-based care, and to prepare for alternative payment arrangements. Summertree Residential Services has agreed to partner with us in this.

Ms. Gebhard distributed two additional documents at the meeting. A legislative update announcing that DHHS has delayed the 298 pilots until 10-1-2020. She stated that the magnitude of change during and following this pilot takes time to plan for appropriately and this delay provides that time. A list from CMHA on House and Senate Bills to Watch, noting of particular interest HB4051 which creates a MI CARES hotline and HB4057 which earmarks net revenues for SUD prevention and treatment programs.

Ms. Gebhard shared an update on the State FY2020 budget proposal. As it stands now, Senate & House budgets are quite similar. Autism services line item is cut in the Senate version. Healthy MI Plan Behavioral health line item provides for a hefty increase from FY19 to FY20, but this does not necessarily change our rates. We don't expect to know the rates for FY 20 until July.

## **CORRESPONDENCE, ARTICLES, AND INFORMATIONAL ITEMS**

Ms. Gebhard shared a letter received from Wanda Averill, wife of former board member Gary Averill. Mr. Averill left the board due to health concerns. The couple moved to Florida where he later passed away. His wife Wanda found his NCCMH name badge which prompted her to send the letter with a few photos.

## **QUALITY IMPROVEMENT UPDATE**

Amy Christie, Chief Quality Officer, presented the June 2019 QI Update.

North Country met 12 of 14 performance indicators in the second quarter FY19 (January 1, 2019 – March 31, 2019). NCCMH reports data for all funding sources to MDHHS quarterly, ninety days following the end of the quarter.

Indicators that did not meet their target included Inpatient Screening within 3 hours >95% and Seen within 7 days of Discharge >95%. Documentation showed that SED (children) inpatient screens beyond 3 hours were due to simultaneous screening requests. An early discharge date with a lapse in communication was the reason for one child not being seen within 7 days of inpatient hospitalization discharge. These learning opportunities continue to be at the forefront of clinic supervisor and office manager meetings.

## **NORTHERN MICHIGAN REGIONAL ENTITY**

The draft minutes of May 22, 2019 the Northern MI Regional Entity board meeting were shared. Mr. Ginop and Ms. Sherman were in attendance along with Ms. Gebhard.

**NMRE Board appointment:** Mr. Ginop thanked Dennis Priess for the time he spent serving on the NMRE Board. Mr. Ginop appointed Christian Marcus to serve as the representative for NCCMH; Mr. Marcus accepted the appointment.

## **OLD BUSINESS**

**CFO Recruitment:** Ms. Gebhard informed the board that she and Richard Carpenter have interviewed an individual who currently works for a CMH Board. . A second interview is scheduled for this coming Monday.

## **NEW BUSINESS**

**Disclosure of Ownership Attestation** – this is a federal requirement every 3 years. Board members were asked to complete, sign and return these to be filed.

**Naloxone Policy** – A new policy to provide staff with training and tools to administer naloxone was presented and discussed. Naloxone is available free through the NMRE. Mr. Marcus shared that sheriff's departments are becoming concerned for individuals responding to an overdose with this drug saying that many waking after receiving the drug are often very aggressive and have been known to hurt the individual(s) helping them.

**Motion to accept the consent agenda by Mr. Priess, support by Ms. Cox; MOTION CARRIED.**

**BOARD & STAFF COMMENTS - None**

## **ADJOURNMENT**

**There being no further business to come before the board, the meeting was adjourned at 5:30 PM by Board Chair, Ed Ginop.**

  
Edward Ginop, Board Chair