

**SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY
REGULAR MONTHLY BOARD MEETING MINUTES
OCTOBER 10, 2022, 2022 – 5:15 PM
ROOM 190/191**

PRESENT: Mike Cierzniewski, Andrea Schrems, Deb Nagel, Joan Williams, Lisa Coney, Jane Sills, Robert Woods

ABSENT: Tracey Raquepaw, Jill Armentrout, Cym Winiecke, Steve Fresorger, John Pugh

GUESTS:

STAFF: Sandra Lindsey, Laura Argyle, Jan Histed, Ryan Mulder

I. CALL TO ORDER

Andrea Schrems, Vice Chair called the meeting to order at 5:18 p.m. A quorum was established, and verification of posting was determined.

II. PUBLIC PARTICIPATION

There was no public comment.

III. BOARD TRAINING FY 2023 SCCMHA STRATEGIC PRIORITIES #3 – 4

Sandra M. Lindsey reviewed the SCCMHA Strategic Priorities 2022-2023 document included in tonight's packet. The final document will be available at: <https://www.sccmha.org/news-information/public-notice.html> after the October 6 Public Hearing. 1 hour of Training Credit will be given to members present and those joining on the virtual/phone connection.

IV. APPROVAL OF BOARD MINUTES

A. Board Meeting – September 12, 2022

**Motion made by Deb Nagel and supported by Mike Cierzniewski to approve the September 12, 2022, SCCMHA Board Meeting minutes as amended.
Motion carried.**

V. APPROVAL OF COMMITTEE REPORTS

A. Recipient Rights Committee – September 21, 2022

Robert Woods, Chair – Deb Nagel, Vice Chair
Reported by Robert Woods / Deb Nagel.

Motion made by Lisa Coney and supported by Jane Sills to receive and file this report as written. Motion carried.

B. Governance Committee – No Meeting
Mike Cierzniewski, Chair – Jane Sills, Vice Chair

C. Ends Committee – September 26, 2022
Jill Armentrout, Chair – Tracey Raquepaw, Vice Chair
Reported by Andrea Schrems.

Motion made by Deb Nagel and supported by Mike Cierzniewski to receive and file this report as written. Motion carried.

- D. Executive Limitations – September 28, 2022
Andrea Schrems, Chair – Robert Woods, Vice Chair
Reported by Robert Woods.

Motion made by Robert Woods and supported by Joan Williams to receive and file this report as written. Motion carried.

VI. CEO REPORT

2023 Public Hearing Update:

Our Public Hearing on the *2023 Budget and Strategic Plan* as required by the Michigan Mental Health Code, was held last Thursday, October 6th at 5:30 p.m. at the Hancock Building. The audience was comprised of 3 guests from the CAC and 5 or so senior staff. I explained the format of the Strategic Plan and spoke specifically to the accomplishments from the plan achieved in FY 2022 and the new goals set for FY2023. A review of the Preliminary 2023 Budget at a high summary level including the more significant assumptions for both revenue and expense, was provided. We took a couple of questions from the audience and shared copies of the *SCCMHS 2021/22 Annual Progress Report*.

CARF Readiness- Accreditation (Virtual) November 2-4, 2022

SCCMHA Administration is in the process of identifying proof documents and loading them into the CARF portal for our accreditation visit in early November.

We will be sharing policies, procedures, reports, and other documents to demonstrate our compliance with hundreds of CARF standards relative to the services we provide and the settings/locations where services are performed.

The visit will in addition include virtual inspections of agency vehicles and the following SCCMHA buildings: Albert and Woods Center, Hancock Bldg., Towerline Bldg., Child Family and Youth Services on Bay Road.

The visit will also include virtual interviews with consumers served, senior and subject matter expert staff including myself, Tracey Raquepaw, Board Chair, funders - Amanda Ittner, Deputy Dir., MSHN, David Waldo-Levesque, Contract Admin., MDHHS, and community collaborators including Judge Patrick McGraw.

Our goal during the virtual survey visit is to demonstrate compliance with standards in the following program and population areas, as well as to meet all Administrative, Health and Safety, Quality Assurance and Human Resource requirements:

- Assessment and Referral - Mental Health - Adults
- Assessment and Referral - Mental Health - Children and Adolescents
- Case Management/Services Coordination - Mental Health - Adults
- Case Management/Services Coordination - Mental Health - Children and Adolescents
- Community Integration - Integrated: IDD/Mental Health - Adults
- Community Integration - Integrated: IDD/Mental Health - Children and Adolescents
- Crisis Intervention - Mental Health - Adults
- Crisis Intervention - Mental Health - Children and Adolescents

- Health Home - Comprehensive Care – Adults- Children
- Intensive Family-Based Services - Mental Health - Adults
- Intensive Family-Based Services - Mental Health - Children and Adolescents
- Outpatient Treatment - Mental Health – Adults- Children
- Health Outpatient Treatment - Mental Health - Children and Adolescents

Family Support Subsidy – Internal Audit Results for FY 2020, 2021 & 2022

The SCCMHA Audit Department recently completed a review of all Family Support Subsidy Records for the 134 Saginaw County families found eligible for the subsidy of \$229.00/month, to help with out-of-pocket costs for care of disabled children. Eligible families are those with annual taxable household incomes of \$60,000 or less caring for children under 18 years of age with IDD and ASD disabilities.

The internal audit was for the years of 2020, 2021 & 2023. All records of documented family income and program eligibility were found to be in 100% compliance for each year. It is our understanding that MDHHS will be expanding their own audits of FSS record keeping and eligibility determinations that trigger these support payments to eligible families soon. Clearly, we are ready for any such audits.

We further understand that the monthly subsidy payment which has had only two small increases since the program began in 1991 will be increasing to \$300.36/month this year which is wonderful for these families.

SCCMHA does all the outreach, eligibility determination and application processing, but payments to families are made directly by MDHHS.

Our thanks to Lynn White, FSS Coordinator for her stellar work. Ends Committee members will remember Lynn's FSS presentation to the committee last June.

Staff Retention and Recruitment:

The next three topics in this report address the strategies that SCCMHA Administration has developed to address professional workforce shortages.

We are clearly not alone in the challenge of workforce shortages, which is affecting all the health care system across Michigan and really across all the U.S. However, I also believe that the work for professional staff in the CMHSP system although extremely rewarding, is also the most challenging and administratively burdensome in the state, adding additional challenges to the workforce problem.

SCCMHA Staff Retention Bonus Payments on September 30, 2022

SCCMHA issued a Retention Bonus Payment for the second half of FY 2022 to all staff members in a special payroll run/electronic deposit, on September 30, 2022. The amount of the payment was \$2,000 for full time staff and \$1,000 for part time staff members, prorated for the number of payroll periods worked from April 8th - September 23rd. Payroll deductions only applied to necessary taxes.

The board may recall that a smaller Retention Bonus Payment of \$750.00 for full time/ \$375.00 for part time staff and was made similarly for the first half of this year, covering the payroll periods worked between October of 2021-March of 2022. The total cost of the all-staff second Retention Bonus was \$408,615.

It is worth mentioning, that there is a 4% all staff wage increase scheduled for the first payroll in January 2023 that was negotiated with all three unions and a "me too" for unrepresented staff.

Market Reclassification of Select Clinical Master and Clinical Bachelor Level Positions Represented by SEIU and Clinical Supervisory Positions in AFSME

SCCMHA has historically offered a very competitive wage and benefit package to our workforce including our clinical professional staff. However, with increased demand for behavioral health services related to the pandemic and state and federal funding expanding networks and providers of behavioral health service, the competition for select disciplines of clinical staff in the behavioral health space has become acute. SCCMHA Administration also recognizes that in to increase the level and quality of services provided to consumers, expand access to more persons and meet the national standards of CCBHC, we need to have and grow a skilled and qualified clinical workforce. These efforts will be a primary focus for SCCMHA for the near future.

Early last month I asked our Human Resources Department to engaged in compensation market analysis to consider changes in classifications of select clinical positions in the social work discipline at both the Master and bachelor's degree level, with an eye on both staff retention and recruitment. We were laser focused on classifications that were delivering direct front facing services to consumers that were billable and the vacant positions that have been challenging to fill. We learned that we were below market compensation and needed to remedy the situation.

SCCMHA Human Resources recently communicated with clinical staff in select disciplines that we would be elevating classification compensation effective October 2, 2022.

Reclassification across 26 different clinical job classifications represented by the SEIU, increased compensation to 90 clinical staff by on average 16% which will make us competitive in the regional market and allow us to successfully recruit, for vacancies. The point in time cost of the increase to the 90 clinical staff wages is \$30,692 per payroll, not including the employer associated costs.

Similarly for the Clinical Supervisors, we reclassified 4 different clinical job classifications represented by AFSME and increased compensation to 18 staff in these positions by on average 7%. The point in time cost of the increase to clinical supervisor wages is \$3,780 per payroll, not including the employer associated costs.

The cost of the combined point in time increases to these staff wages is \$38,252 per payroll, not including the employer associated costs. Knowing that our 2023 Preliminary Budget recently approved by the Board, had significant favorability and that included revenue that was underestimated by MSHN, as discussed during the 2023 Preliminary Budget presentation, made these increased staff expenses possible. The more detailed gross costs of reclassifications for all involved union positions will be provided to the board as the finance staff time permits calculation and will be included in the 2023 Budget Amendment later this fiscal year.

There was also a reclassification of SCCMHA Nurses represented by MNA in early September. Nurses professionally are the most difficult disciplines to hire right now, following the protracted COVID-19 pandemic period. Historically we have had a small number of nurses in our Health Home 5-6 and presently are down to 2 staff. The reclassification of MHA nurses from P-06 to P-

08, represented a 16% hourly rate increase and has helped us retain the nurses that we have and allowed us to post vacancies at the higher pay level and we finally are attracting applicants.

MI Kids Now Student Loan Repayment Program

The board may recall from my report in August, that MDHHS through the MI Kids Now initiative (This is the new name for the Settlement Agreement on the MDHHS Class Action Children's Services Lawsuit settled in 2019.) announced the launch of a student debt loan forgiveness program for select disciplines and jobs in the behavioral health care spaces in Michigan. The program would pay off up to \$200,000 of student debt per applicant which is quite a bit of forgiveness but note that physicians/psychiatrists were also disciplines included in the program. The obligation for the participant was a commitment to the partnering employer for 8 years. The enrollment included staff specific employer registration and then each staff member together with their lender, needed to make an application to the program. Once the dust settled on this new program and its' enrollment parameters, SCCMHA recommended eligibility to MDHHS for 37 clinical staff members.

The following is an MDHHS update on the program:

MDHHS received over 1,000 applications (and has processed 700 of them) for this loan repayment program in response to the initial call for applications for the Mi Kids Now Loan Repayment Program. MDHHS has prioritized the approval of these applications in the following order from highest priority to lowest. The number of applications processed in each of these areas is also provided below.

1. Persons working in the state's CMH and PIHP system (200)
2. Persons working in the state's K-12 system (200)

(300 have been processed, in total, for persons working in the following two settings)

3. Persons working in private children's behavioral healthcare providers
4. Persons working in adult behavioral healthcare settings

A second application period for the Mi Kids Now Loan Repayment Program will take place in the spring of 2023, with new dollars for this program included in the FY 2023 State Budget.

A similar loan repayment program – but for clinicians servicing adults - is expected to be funded with the FY 2023 appropriations line designated for strengthening the behavioral health recruitment and retention efforts. *It is worth noting that the instructions from the August program opening did not indicate that staff working with children would be prioritized and so we are happy to hear that a parallel program for clinicians working with adults is under development.*

The Mi Kids Now program is also examining the roll out of an internship stipend program, akin to the SMART initiative planned for Michigan's public K-12 system. This internship support would provide a stipend to students who choose to accept an undergraduate or graduate internship/practicum or residency at a CMH. A parallel stipend would be provided to the site of the internship/residency to offset the staff time spent by the CMH's in providing supervision of the intern/resident. This program is still in development.

Recommending COVID Boosters and Seasonal Flu Vaccinations to All Staff

We have recently communicated with all SCCMHA Staff to encourage COVID-19 Boosters as well as seasonal Flu vaccination. The CDC is recommending that people get their flu vaccine by the end of October as well as encouraging COVID-19 Boosters and that both vaccinations may be received at the same time. We reminded staff that they could get both vaccinations at their local pharmacy, through their primary care physician, Covenant MedExpress where we contract our occupational health needs or their local Health Department.

Further our pharmacy partner Genoa located on the first floor of the Hancock Building is accepting walk ins for both COVID and Flu vaccinations on Wednesdays and by appointment on Mon., Tues., Thurs., and Fri. They offer the Pfizer COVID booster as that is the vaccine they have in stock.

SCCMHA is also covering the cost through reimbursement of receipt, for either vaccine for our part-time staff members that may not have health care insurance coverage.

MSHN And Select CMHSP Partners (including SCMHA) as Behavioral Health Home Expansion Sites in 2023

You will find in your Board packet under Section IX.B., an article taken from the *MSHN Quarterly Board Newsletter* about MSHN/PIHP Region 5, being named as a Behavioral Health Home (BHH) expansion site with a target date for implementation of April 2023.

The BHH model would be much like the Certified Community Behavioral Health Clinic (CCBHC), and the Opioid Health Home (OHH), regarding the roles and responsibilities of the Prepaid Inpatient Health Plan (PIHP).

BHH is specific to serving individuals with serious mental illness (SMI) and serious emotional disturbance (SED) with co-morbid chronic physical health conditions.

The following CMHSPs as of September 30th have indicated a desire to participate in the development of BHH in FY23:

- Community Mental Health for Central Michigan
- Montcalm Care Network
- Newaygo County Community Mental Health
- Shiawassee Health and Wellness
- Saginaw County Community Mental Health

The interest in BHH participation by SCCMHA is triggered by the reality that our PIPBHC Grant funding is scheduled to end in September of 2023. Our participation as a BHH partner to MSHN in this new program, will become the sustainability strategy to continue our behavioral health and primary care integration work that has been supported over the last 4 years by the PIPBHC grant funding. It will also afford us the opportunity in 2023 to use the last year of the PIPBHC grant funds to tweak the staffing in our Health Home and in our co-located primary care settings where we have embedded mental health consultants, to better align with the BHH rules separate from our regular funding.

1915i (ISPA) Medicaid Waiver Enrollment for 2023

I mentioned the new 1915i Medicaid Waiver known as ISPA at our meeting last month. This new waiver will require the individual enrollment of consumers in the MDHHS WSA portal in 2023 and then annually, that have any of the following services included in their Individual Plans of Service (IPOS):

Community Living Supports	Skill Building
Family Support and Training	Specialized Medical Equipment and Supplies
Enhanced Pharmacy	Supported/Integrate Employment
Environmental Modifications	Respite Care
Housing Assistance	Vehicle Modifications

The ISPA enrollment process will be a large unfunded administrative burden and will require the largest individual consumer enrollment of all other Medicaid Waivers we have ever administered. Other Waivers include the Children's Waiver (CW) for kids with IDD, the Serious Emotional Disturbance Waiver (SEDW) for children and youth, the Home and Community Based Services Waiver (HSW) for youth and adults with IDD or the Autism Spectrum Disorder (ASD) Waiver. The ISPA enrollment is further complicated by the fact that consumers can be enrolled in one of these other Waivers but still need to be enrolled in the ISPA for select services.

My best guess at this point is that the individual consumer ISPA enrollment may be as high as 1,300 persons for 2023. What has been recently determined to manage the administrative burden, is that the actual enrollment of consumers into the ISPA via the WSA portal, will be done by the staff in the Care Management Department starting this month. The staff of the unit have been in multiple trainings on the ISPA and use of the WSA for this Waiver with MDHHS and we are working to minimize the administrative burden on case holders (the clinical staff member who manages the Persons Centered Planning process and writes the IPOS) network wide.

The enrollment activity at least for now is not just data entry activity but will require the insight and judgement of MSWs in the Care Management Department, which understand the services in each Waiver benefit and which services will need to be attributed to the new ISPA Waiver.

2023 MDHHS-CMHSP & MSHN Contracts

You will see on the Board meeting agenda, that both our MSHN Contract for 2023 with detail on the related funding and our CMHSP contract with MDHHS with related funding are both ready for board approval. Changes in the boilerplate language and in the attachments of both contracts are minimal and I am recommending both for Board approval.

Respectfully submitted,
Sandra M. Lindsey, CEO

Motion made by Robert Woods and supported by Jane Sills to receive & file this report as written. Motion carried.

VII. BOARD ACTION

A. Approval of CEO Evaluation on Compiled Evaluation Results

Ms. Lindsey thanked the Board for their continued support and confidence in her ability to manage at SCCMHA (it has not been easy over the last 24+ months during global pandemic). She indicated enjoying the feedback and loves working here in Saginaw and it is her pleasure to continue to do so. She thanked the board for completing this evaluation and sharing such positive comments.

Motion made by Lisa Coney with support from Mike Cierzniewski to approve the CEO Evaluation as written. Motion carried.

B. Approval of Emergency CEO Succession FY 2023

Motion made by Mike Cierzniewski and supported by Deb Nagel to approve the FY 2023 annual CEO Succession Plan. Motion carried

C. Resolution Authorizing the Purchase / Lease of New Vehicles and Auto Auction Disposal of Replaced Vehicles

Sandra Lindsey, CEO and Jan Histed, Director of Finance informed on proposal to purchase and dispose of the current vehicles in SCCMHA fleet. These are capital assets so we need a formal board approval for purchase and sale of vehicles. The following was noted:

- Agency's current vehicle fleet was inspected and found in need of upgrade as vehicles to be replaced are significantly past their useful life.
- Consumer/staff safety, road worthiness, extensive vehicles maintenance repair costs, high mileage
- Purchase of nine (9) new vehicles (see page 39 for individual cost details).
- Loan not to exceed \$496,000 from Ford Credit Municipal Finance Company with 10% down payment, five-year repayment terms and interest at 6.79% rate

See pages 39 – 40 in tonight's packet for complete details.

Motion made by Mike Cierzniewski and supported by Robert Woods to approve resolution Authorizing the Purchase of New Vehicles and Auto Auction Disposal of Replaced Vehicles as edited. Motion passed.

D. Approval of FY 2023 PIHP Contract with MSHN

Motion made by Deb Nagel with support from Robert Woods Authorizing the CEO to sign FY 2023 PIHP (Medicaid) Contract with MSHN. Motion carried.

E. FY 2023 CMSHP Contract with MDHHS

Motion made by Deb Nagel with support from Robert Woods Authorizing the CEO to sign FY 2023 CMHSP (GF) Contract with MDHHS. Motion carried.

VIII. BOARD INFORMATION

- A. CMHA Weekly Update – September 2022 links:** <https://cmham.org/resources/weekly-update/>
- B. SCCMHA CAC Minutes** <https://www.sccmha.org/news-information/board-agendas-minutes.html>
- C. Oct 2-8 Mental Illness Awareness Week & October 10 World Mental Health Day**
- D. October is National Disability Employment Awareness Month**

IX. MEDIA / PUBLICATIONS

- A. SCCMHA Provider News – September 2022**
- B. Behavioral Health Home Coming to MSHN Region**

X. OTHER ITEMS OF INTEREST

XI. ADJOURNMENT

Motion by Robert Woods supported by Jane Sills to adjourn this meeting at 6:27 pm. Motion carried.

**Minutes prepared by:
Ryan Mulder
Executive Assistant to CEO**