



Mission: To promote hope, recovery, resilience, quality of life and wellness in Washtenaw County by providing high quality, integrated services to eligible individuals.

**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH (WCCMH)
MILLAGE ADVISORY COMMITTEE (MAC) MEETING AGENDA**

4135 Washtenaw Ave, Ann Arbor, MI

Learning Resource Center, Michigan Conference Room

January 13, 2020

4:00-5:00pm

- I. Introductions (5 minutes)
- II. Audience Participation (see guidelines below) (5 minutes)
- III. Millage Advisory Committee minutes **ACTION** (5 minutes)
 - Millage Advisory Committee meeting minutes and actions 12/9/19 (Attachment #1)
- IV. Discussion Items (15 minutes)
 - Millage Process, Investments, and Progress Update
 - CARES Program Update/Dashboard (Attachment #2) **M. Tasker/M. Harding**
- V. Old Business (5 minutes)
 - Washtenaw County Sheriff's Office (WCSO) Millage Update-D. Jackson
- VI. New Business (20 minutes)
 - Financial Budget Update (Attachment #3) **N. Phelps**
 - Request for Millage Funds Update **L. Gentz**
- VII. Items for Future Discussions (5 minutes)
 - Request for Millage Funds Update
- VIII. Adjournment

Audience Participation Guidelines:

- Three (3) minutes are allowed per speaker
- Speakers are asked to bring a copy of their concerns/comments in writing
- Resolutions on issues will be brought to the appropriate committee as necessary

**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)
MILLAGE ADVISORY COMMITTEE MEETING MINUTES *DRAFT***

**4135 Washtenaw Ave, Ann Arbor, MI
Learning Resource Center, Michigan Conference Room
December 9, 2019 3:30pm**

MEMBERS PRESENT: N. Graebner, K. Walker, A. Dusbiber, F. Brabec (phone), R. Rion,
D. Jackson, A. Carlisle, G. Waddles, H. Heaviland

MEMBERS ABSENT: C. Collins, J. Martin, K. Scott,

STAFF PRESENT: T. Cortes, L. Gentz, M. Harding, N. Phelps, R. Dornbos, M. Taylor, S. Ray,
K. DeWeese, R. Clark, H. Linky, K. Diebboll, L. Higle, M. Tasker,
T. Florence

OTHERS PRESENT: L. Lutomski, G. Nelson, K. Belknap

N. Graebner called the meeting to order at 3:30 pm.

- I. Introductions
 - None
- II. Audience Participation
 - None
- III. Millage Advisory Committee Minutes and Actions from 11/4/19
 - The Millage Advisory Committee Minutes and Actions from 11/4/19 were reviewed.

MOTION BY K. WALKER, SUPPORTED BY A. DUSBIBER TO APPROVE THE MILLAGE ADVISORY COMMITTEE MINUTES AND ACTION FROM NOVEMBER 4, 2019 AS PRESENTED.

MOTION CARRIED

- IV. Discussion Items
 - Millage Process, Investments and Progress Update
 - L. Gentz presented the millage process, investments and progress update to the committee.
 - The anti-stigma campaign has launched, and marketing has been distributed within the community.
 - The housing request for proposal (RFP) continues to receive applications
 - Staff met with United Way and gathered valuable feedback. The RFP update will be deferred until staff can meet with other community organizations.
 - THE NAMI project has started. They are training community members in key communities to enhance their outreach efforts. A demonstration on this training will be this Thursday.
 - Substance Use Disorder (SUD) investment area staff are meeting with CHRT about the systems transformation initiative. This meeting is to coordinate their next efforts combined within the community.
 - There is a meeting on 12/10/19 to finalize the Youth Systems roadmap.
 - There is a meeting next week with the jail to discuss how to expand the services in the jail and funding opportunities.

- The grant for the LEAD was not approved so the staff is looking for other funding options.
- The newsletter will be distributed soon.

V. CARES Program Update

- M. Tasker and M. Harding presented the CARES Program Update and Dashboard to the committee.
- To date there have been 565 referrals, with about 50 referrals per month.
 - Of the 565 referrals, 352 were opened to CARES.
 - Most of the referrals are in private residences, with the majority of the population being female.
 - Mostly case management services have been rendered. With the majority of the cases served in the 30-34 age range.
 - Most of the cases are in Ypsilanti and Ann Arbor with a slight increase in Whitmore Lake.
- The Manchester site is up and running and the staff are working on partnering with the school to work out of their offices. Staff are currently in the Village offices in Manchester.
- There is an increase in pre-screen requests.
- Within the next few months the new location at 750 Towner will be open.
- A memorandum of understanding (MOU) was recently completed with Chelsea.
- Staff will continue to bring this document monthly.
- Suggestion to add transgender to the gender category.

VI. Old Business

- Washtenaw County Sheriff's Office (WCSO) Millage Update
 - D. Jackson presented the Washtenaw County Sheriff's Office Millage Update to the committee.
 - The millage funding recently allowed the jail to hire a re-entry coordinator which should be starting soon.
 - Suggestion for the recently released individual to sign off on a plan that is discussed with the team to help with them not to be re-incarcerated.

VII. New Business

- Financial Budget Update
 - N. Phelps presented the Financial Budget update to the committee.
 - This report is for January 1, 2019-October 31, 2019.
- Millage Governance
 - T. Cortes discussed the millage governance process.
 - There have been conversations with the county to sunset the Community Mental Health Advisory Committee (CMHAC) and use the Millage Advisory Committee in its place. This is a work in progress but looking to streamline this process with the Washtenaw County Board of Commissioners.
- 5 Healthy Towns Update
 - L. Gentz updated the committee on the 5 Healthy Towns
 - Staff have been invited to participate in an activity to invest funding into mental health services within includes Stockbridge, Chelsea, Manchester, Dexter and Grass Lake.
 - Staff are working with St. Joseph Mercy Hospital, University of Michigan and 5 Healthy Towns to see what can be done to address the mental health issues within these communities.

- Staff will meet with the coalitions to see what opportunities there are and possible next steps.

VIII. Items for Future Discussion

- Request for Millage Funds Update

MOTION BY G. WADDLES TO ADJOURN THE MEETING AT 4:20PM.

- IX. Meeting adjourned at 4:20 PM

DRAFT

Washtenaw County Community Mental Health
Millage and CCBHC Grant Budget to Actuals
For the Eleven Months Ending November 30, 2019

	<u>Annual Budget</u>	<u>Budget YTD</u>	<u>YTD Actual</u>	<u>YTD Actual O/(U) YTD Budget</u>
Operating Revenue				
Millage Revenue	\$ 6,000,000	\$ 5,500,000	\$ 6,122,264	\$ 622,264
CCBHC Grant Revenue	1,713,210	1,570,443	1,146,795	(423,648)
TOTAL Operating Revenue	\$ 7,713,210	\$ 7,070,443	\$ 7,269,059	\$ 198,616
Operating Expenses				
Millage Expenses				
Salary	\$ 1,367,171	\$ 1,253,240	\$ 998,327	\$ (254,914)
Fringe	860,242	788,555	551,327	(237,228)
Contractors	2,500,000	2,291,667	257,816	(2,033,851)
750 Towner Renovations	-	-	426,615	426,615
Trainings	127,500	116,875	10,508	(106,367)
Operating Expenses	596,087	546,413	195,517	(350,896)
Fleet Charges	45,000	41,250	3,913	(37,337)
Client Care	80,000	73,333	7,936	(65,397)
Cost Allocation Plan	250,000	229,167	-	(229,167)
Furniture & Equipment	50,000	45,833	-	(45,833)
Depreciation Expense	10,000	9,167	-	(9,167)
Telephone	75,000	68,750	12,167	(56,583)
All Other Expenses	39,000	35,750	5,013	(30,737)
Total Millage Expenses	6,000,000	5,500,000	2,469,140	(3,030,860)
CCBHC Grant Expenses				
Salary	\$ 899,234	\$ 824,298	\$ 659,988	\$ (164,310)
Fringe	580,006	531,672	374,710	(156,962)
Trainings	25,526	23,399	-	(23,399)
Telephone	10,649	9,762	7,842	(1,919)
Operating Supplies	166,545	152,666	104,254	(48,412)
Client Care	31,250	28,646	-	(28,646)
Total CCBHC Expenses	1,713,210	1,570,443	1,146,795	(423,648)
TOTAL Operating Expenses	\$ 7,713,210	\$ 7,070,443	\$ 3,615,935	\$ (3,454,508)
Non-Operating Revenue & Expenses				
Millage Interest Revenue	\$ -	\$ -	\$ 88,949	\$ 88,949
Revenue Over/(Under) Expenses	\$ -	\$ -	\$ 3,742,073	\$ 3,742,073