



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)  
BOARD MEETING AGENDA**

**4135 Washtenaw Ave, Ann Arbor, MI  
Learning Resource Center-Michigan Room**

**February 15, 2019**

**9:30AM-11:30AM**

- I. Introductions
- II. Audience Participation (see guidelines below) (5 minutes)
- III. Board Response to Audience Participation (5 minutes)
- IV. Consent Agenda (Attachment #1) (5 minutes) **ACTION**
  - A. WCCMH Board Meeting Minutes and Actions-1/18/19 (Attachment #1A)
  - B. WCCMH Program-Quality Committee Meeting Minutes and Actions-1/14/19 (Attachment #1B)
- V. Treasurer's Report **ACTION** (15 minutes)
  - Financial Status Report (Attachment #2)
- VI. Executive Director Report-**T. Cortes** (20 minutes)
- VII. CMHPSM Regional Update (10 minutes)
  - January 9, 2019 meeting minutes (Attachment #3)
  - February 13, 2019 meeting update
- VIII. Old Business (15 minutes)
  - Millage/CARES Update
  - CCBHC Update
- IX. New Business (30 minutes)
  - WCCMH Contracts and Leases (Attachment #4) **ACTION**
  - March 15, 2019 WCCMH Board Meeting
  - WCCMH 2019 Board Officers and Committee Structure
  - WCCMH Board new and re-appointments for terms expiring 3/31/19
    - Martha Bloom
    - Mark Creekmore
    - Caroline Richardson
  - Swearing in of new and re-appointed board members
    - Felicia Braebec term of 4/1/19-3/31/22
    - Katie Scott term of 2/15/19-3/31/20
  - WCCMH Board Annual Evaluation
- X. Items for Future Discussions (5 minutes)
  - I/DD presentation-June
- XI. 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 (WCCMH) BOARD OF DIRECTORS**

**FEBRUARY 15, 2019**

**CONSENT AGENDA**

- A. WCCMH Board Minutes and Actions-1/18/19
- B. WCCMH Program-Quality Committee Meeting Minutes and Actions-1/14/19

**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)  
WCCMH BOARD MEETING MINUTES *DRAFT***

**4135 Washtenaw Ave, Ann Arbor, MI 48108  
Learning Resource Center, Michigan Room  
January 18, 9:30am**

MEMBERS PRESENT: J. Martin, F. Brabec, M. Creekmore, N. Graebner, M. Bloom,  
P. Spriggel (phone), A. Dusbiber (phone), S. Antonow, C. Collins

MEMBERS ABSENT: C. Richardson, K. Walker

STAFF PRESENT: M. Harding, N. Phelps, S. Ray, L. Gentz, M. Taylor, H. Linky, R. Dornbos,  
N. Soos, A. Bell, M. Hershberger, T. Florence

OTHERS PRESENT: L. Lutomski, R. Pierce, P. Root, K. Holman

J. Martin called the meeting to order at 9:32 am.

- I. Introductions
  - P. Root from NAMI Washtenaw.
  - R. Pierce is active in WCCMH and runs a I/DD Saturday morning program.
  - N. Soos-Health Administration student at EMU interning with R. Dornbos
- II. Audience Participation
  - P. Root from NAMI Washtenaw and Chair of the Recipient Rights Committee wanted to share the recent assessment that was completed with the Recipient Rights Department. She stated that the Recipient Rights Department received a total of 194 out of a possible 195 points. The one area where the department was cited was on a new requirement that the provider agency need to have 90% of their staff trained. She feels that there was not adequate notification for this requirement so the department was marked down for this.
- III. Board Response to Audience Participation
  - J. Martin suggested sending a letter to the assessors notifying them that there was not sufficient notice to meet the requirements and see if they might adjust the assessment results.
- IV. Consent Agenda Actions
  - WCCMH Board Minutes and Actions – 12/21/18 (Attachment #1A)
  - WCCMH Board Closed Session Minutes – 12/21/18 (Attachment #1B)-hard copies distributed to all WCCMH Board members only
  - WCCMH Budget-Finance and Program-Quality Committee Meeting Minutes and Actions (Attachment #1C)
  - Recipient Rights Annual Report (Attachment #1D)
  - Executive Director Authorizations (Attachment #1E)
  - 2019 WCCMH Annual Board Calendar (Attachment #1F)
  - 2019 WCCMH Board meeting scheduled (Attachment #1G)
  - WCCMH Consumer Advisory Council meeting minutes and Actions – 10/10/18 (Attachment #1H)
  - WCCMH Consumer Advisory Council meeting minutes and Actions – 11/14/18 (Attachment #1I)

**MOTION BY M. CREEKMORE SUPPORTED M. BLOOM TO APPROVE THE WASHTENAW COUNTY COMMUNITY MENTAL HEALTH CONSENT AGENDA DATED JANUARY 18, 2019 AS PRESENTED.**

**MOTION CARRIED**

V. Monthly Treasurers Report

- N. Phelps reviewed the financial status report for the month ending November 30, 2018.
- The November data for enrolled consumers and consumers served was not available at the time that the report was created. This information will be updated as soon as it is available.
- CLS costs to date are \$4.2 Million. This is \$21,000 over budget.
- Community Inpatient costs to date total \$939,000. This is \$39,000 over budget.
- Licensed Residential costs to date are \$1.8 Million. This is \$2,000 under budget.
- Applied Behavior Analysis/Autism service costs to date are \$515,000. This is \$34,000 over budget.
- Medicaid, Healthy Michigan and Autism revenues are coming in close to budget.
- Financial performance by funding source:
  - Medicaid is showing a deficit of \$1.3 Million
  - Healthy Michigan is showing a deficit of \$533,000
  - State General Funds is showing a deficit of \$68,000
  - Local Funds are showing a surplus of \$114,000
- The Fund Balance at the beginning of FY2018 was \$2.7 Million. It is projected that the use of \$750,000 will be necessary to close the State General Fund.

**MOTION BY N. GRAEBNER SUPPORTED BY M. BLOOM TO ACCEPT THE WASHTENAW COUNTY COMMUNITY MENTAL HEALTH TREASURERS REPORT FOR THE PERIOD OF NOVEMBER 30, 2018.**

**MOTION CARRIED**

VI. Executive Director Report

- M. Harding presented the Executive Director report to the WCCMH Board.
  - Millage Update
    - CARES team is moving forward with the hiring process
  - ABLE change is ongoing
  - Youth Intercept Mapping contract
    - This was approved by Budget-Finance Committee recently and was included in the consent agenda for today's meeting.
    - There are meetings scheduled for March 18 and 19
  - Federal Government Shut Down effects
    - S. Antonow asked if the federal government shutdown is affecting us. N. Phelps stated that the shutdown has not affected CMH at this time.
    - J. Martin asked if the County is looking at contingency plans. M. Harding stated that the County is putting together a work group to look at options/issues.

- F. Brabec has offered to give an update on any of the programs within the county that might be impacted.
- J. Martin stated that K. Scott will be joining the WCCMH Board as a BOC representative to fill the vacancy from K. Martinez-Kratz.
- J. Martin stated that if anyone is interested in joining or changing committees please let him know prior to the March Executive Committee meeting.

VII. CMHPSM Regional Update

- N. Phelps presented the update on the CMHPSM Regional meeting from January 9, 2019.
- The Regional budget amendment was approved.
- The PIHP litigation is moving forward.
- The 2018 and 2019 Risk Strategy was submitted to the State.
- The Regional CEO will be receiving a 360 review within the next 3 months. The PIHP Board (which includes M. Bloom and C. Richardson), Regional Executive Directors and the Regional Finance Directors are all part of the evaluation team.
- The December 12, 2018 CMHPSM meeting minutes were reviewed.

VIII. Old Business

- Millage/CARES Update
  - M. Harding presented an update on the Millage process.
  - L. Gentz continues to meet with Whitmore Lake and Chelsea. The Chelsea location has been determined and is moving forward.
  - The Whitmore Lake area has a need for all the CARES services including clinical services and location discussions are still ongoing.
  - L. Gentz mentioned that the next steps are to reach out to underserved communities and their needs.

IX. New Business

- Consumer Advisory Council (CAC) quarterly update
  - M. Hershberger presented the Consumer Advisory Council quarterly update to the board.
    - Walk A Mile is scheduled for May 9<sup>th</sup> in Lansing
    - The week of October 3<sup>rd</sup> there will be another Celebration of Success at St. Luke's. Details will follow as the date nears.
  - E. Howlett shared his success story with the board.
- CCBHC Requirements and overview
  - M. Harding discussed the CCBHC requirements and presented an overview of the process with the board.
  - M. Creekmore suggested adding payer of last resort in one of the columns of the presentation.
  - A meeting is scheduled with M. Scalera regarding enhancing relationships with Dawn Farm and Home of New Vision.
  - CARES system has a new electronic medical record that is up and ready for testing.
  - Considering the makeup of this board to see if the Advisory Board can be added under WCCMH board structure per the WCCMH Bylaws.
  - This program should be up and running in April 2019.
  - J. Martin stated that the board appreciates the hard work from staff on this project.

X. Items for future discussion

- CCBHC refresher

- I/DD presentation-June

**MOTION BY M. BLOOM SUPPORTED BY M. CREEKMORE TO ADJOURN THE WCCMH BOARD MEETING AT 11:06 AM.**

**MOTION CARRIED**

XI. Meeting adjourned at 11:06AM

DRAFT

**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)  
PROGRAM-QUALITY COMMITTEE MEETING MINUTES *DRAFT***

4135 Washtenaw Ave, Ann Arbor, MI  
Learning Resource Center, Huron Conference Room  
January 14, 2019 3:00pm

MEMBERS PRESENT: M. Creekmore, A. Dusbiber (phone), P. Spriggel (phone),  
K. Walker (phone), N. Graebner

MEMBERS ABSENT: S. Antonow

STAFF PRESENT: T. Cortes, M. Harding, R. Dornbos, N. Phelps, T. Florence, S. Ray,  
L. Gentz, A. Bell

OTHERS PRESENT: L. Lutomski, K. Belknap

M. Creekmore called the meeting to order at 3:04 pm.

- I. Introductions
  - None
- II. Audience Participation
  - None
- III. Program-Quality Committee Minutes and Actions
  - Program-Quality Committee Minutes and Actions of 12-10-18 were reviewed.

**MOTION BY N. GRAEBNER SUPPORTED BY A. DUSBIBER TO APPROVE THE MINUTES AND ACTIONS FROM THE DECEMBER 10, 2018 WASHTENAW COUNTY COMMUNITY MENTAL HEALTH PROGRAM-QUALITY COMMITTEE MEETING.**

**MOTION CARRIED**

- IV. Discussion Items
  - None
- V. Old Business
  - None
- VI. New Business
  - Recipient Rights Annual Report
    - A. Bell presented the Recipient Rights FY17/18 Annual Report.
    - RRAC would like WCCMH Administration staff to attend the RRAC meetings for organizational update.
    - T. Cortes mentioned that the State of Michigan views the WCCMH Rights Department as one of the gold standard Rights Departments within the State of Michigan.

**MOTION BY N. GRAEBNER SUPPORTED BY A. DUSBIBER TO ACCEPT THE WASHTENAW COUNTY COMMUNITY MENTAL HEALTH RECIPIENT RIGHTS ANNUAL REPORT AS PRESENTED.**

**MOTION CARRIED**

- CCBHC & Millage Requirements
  - M. Harding distributed a presentation describing the CCBHC and the millage requirements.
  - 2 types of demonstration sites 8 sites were awarded last year.
  - Senator Stabenow advocated for additional funding for 7 sites to become expansion sites who are paid through SAMHSA funding.
  - WCCMH was awarded as an expansion site on 12/18/18.
  - A meeting is set up with the members of Dawn Farm and Home of New Vision on how to resolve some of the varying issues around the substance abuse services.

VII. Items for Future Discussions

- Grant/Special Program Initiative presentation
- Evidence Based Practices
- Future Data Dashboard

**MOTION BY N. GRAEBNER SUPPORTED BY M. CREEKMORE TO ADJOURN THE PROGRAM-QUALITY COMMITTEE MEETING AT 3:54PM.**

**MOTION CARRIED**

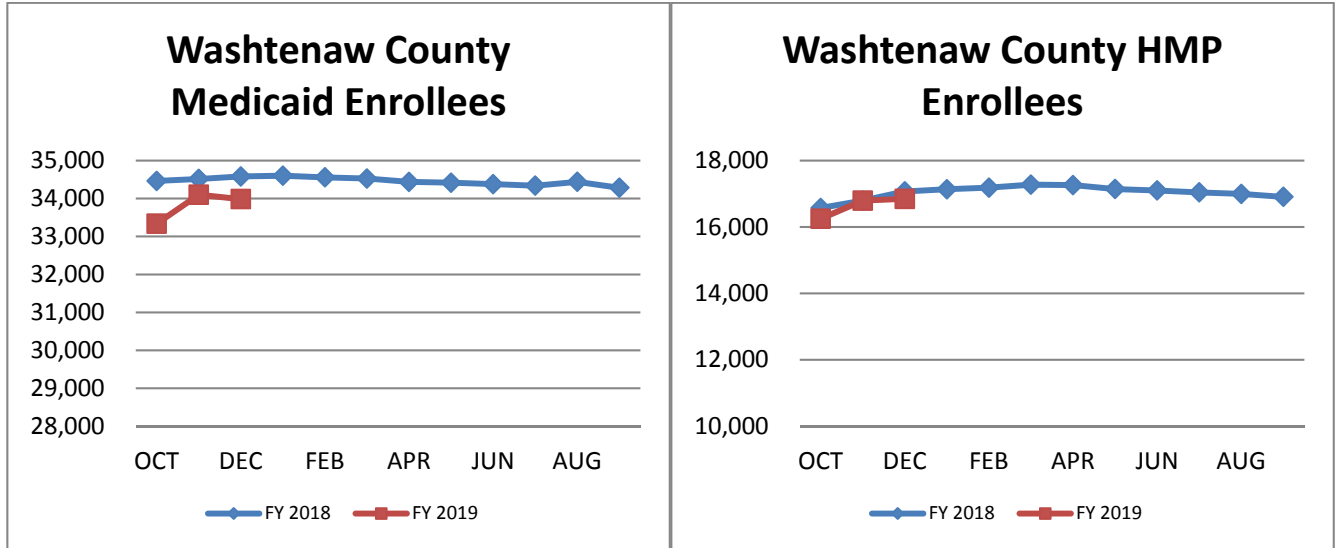
VIII. Meeting adjourned at 3:54 pm.



**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH  
YEAR-TO-DATE FINANCIAL STATUS  
FISCAL YEAR 2019: For the period ending December 31, 2018  
Prepared: February 1, 2019**

**1. Washtenaw County Enrollees**

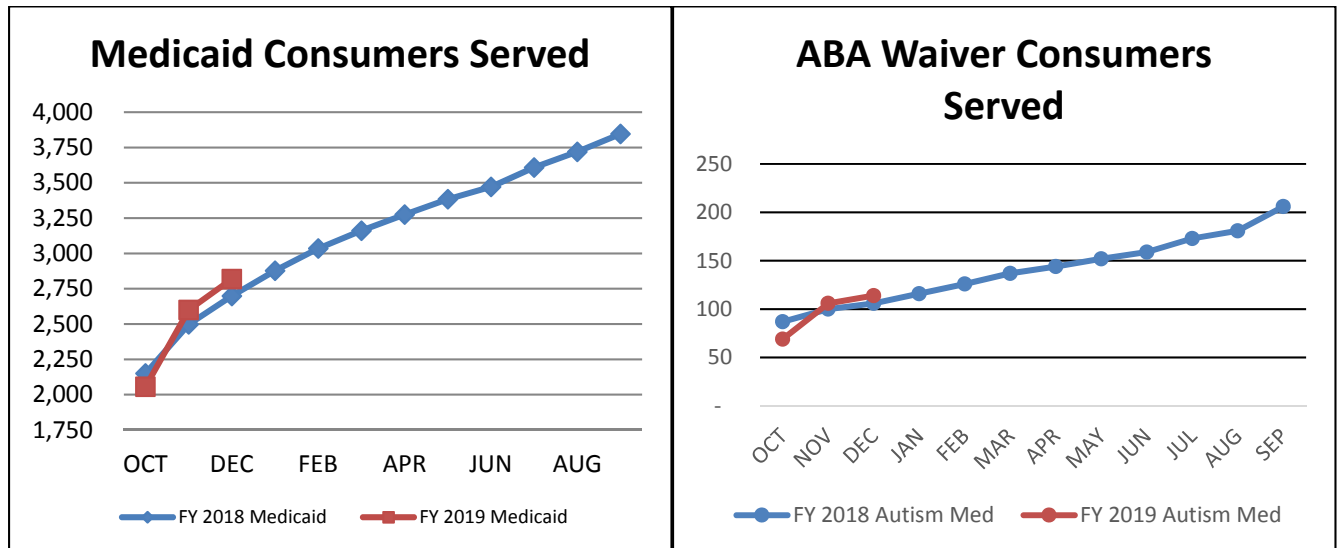
A summary of FY 2019 Washtenaw County Medicaid and Healthy Michigan Enrollees is shown below:



Washtenaw County Medicaid Enrollees were 34,100 in November 2018. This is a 1.20% decrease from the same time last year (415 less enrollees than in November 2017). Healthy Michigan enrollment in November was 16,793. This is a .01% decrease from the same time last year (2 less enrollees than in November 2017).

Washtenaw County Medicaid Enrollees were 33,985 in December 2018. This is a 1.72% decrease from the same time last year (596 less enrollees than in December 2017). Healthy Michigan enrollment in December was 16,847. This is a 1.31% decrease from the same time last year (223 less enrollees than in December 2017).

**2. WCCMH Consumers Served to Date**

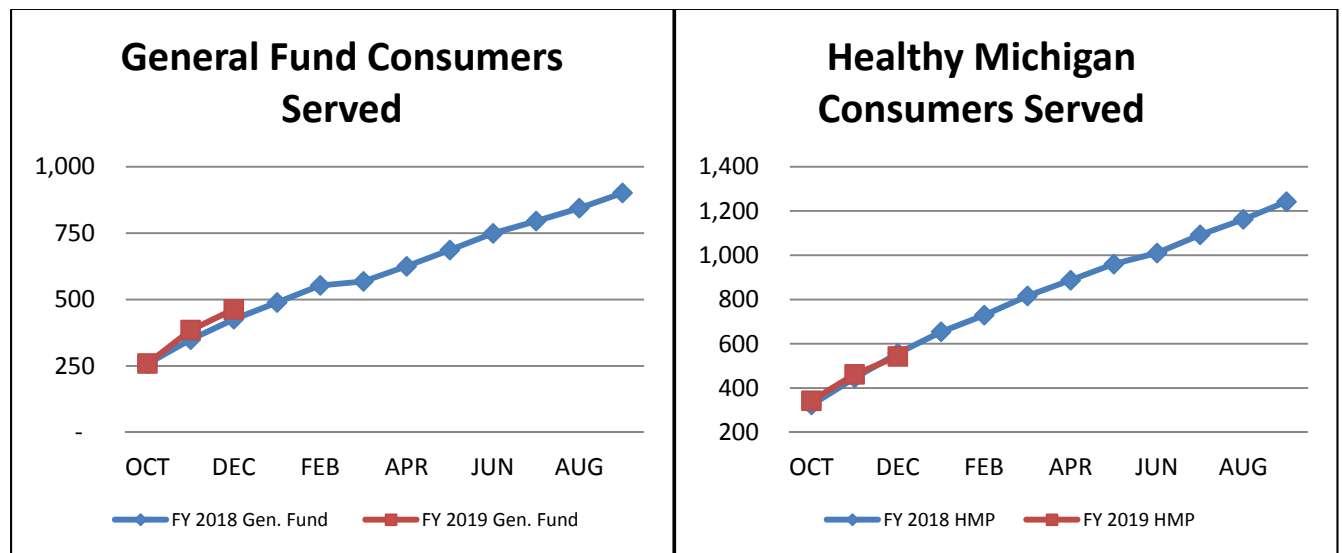


Medicaid consumers served through November 2018 are 2,600. This is 102 more consumers than the prior year (2,498 consumers were served through November 2017).

Medicaid consumers served through December 2018 are 2,819. This is 120 more consumers than the prior year (2,699 consumers were served through December 2017).

ABA Waiver consumers served through November 2018 are 106. This is 6 more consumers than the prior year (100 consumers were served through November 2017).

ABA Waiver consumers served through December 2018 are 114. This is 8 more consumers than the prior year (106 consumers were served through December 2017).



General fund consumers served through November 2018 are 385. This is 36 more consumers served than the same period last year.

General fund consumers served through December 2018 are 463. This is 37 more consumers served than the same period last year.

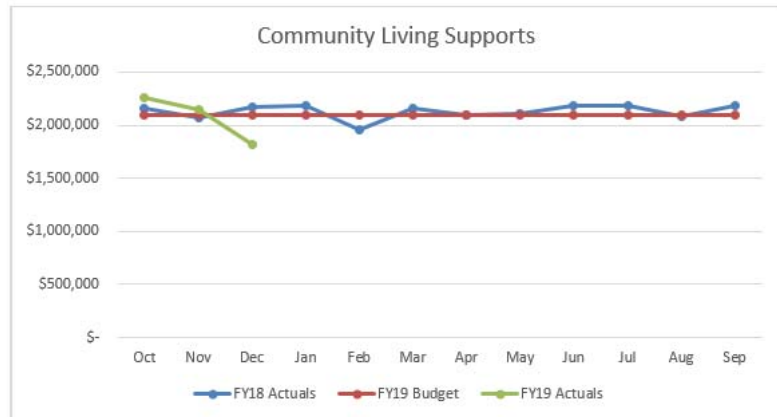
Healthy Michigan consumers served through November 2018 were 462. This is 16 more consumers than the same period last year.

Healthy Michigan consumers served through December 2018 were 543. This is 14 less consumers than the same period last year.

**3. Financial Statement Highlights**

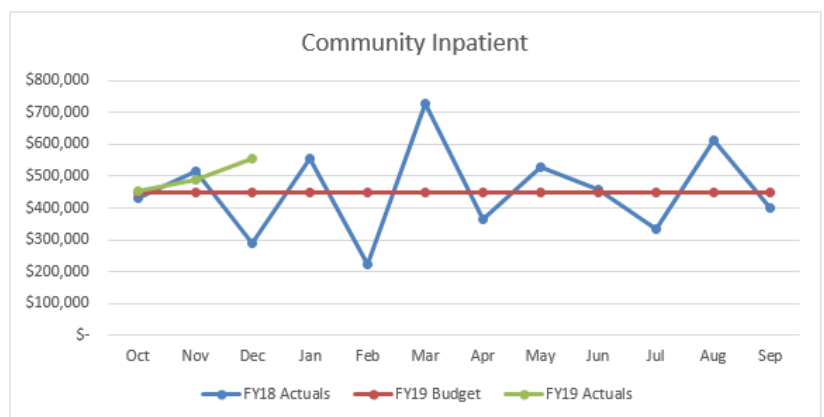
- a. CLS service costs to date are \$6.4 Million. The costs year to date are 3.05% less than last year as of December 2017. This is \$154,000 over the budget.
- b. The graph below is presented with actual paid claims for CLS services and does not reflect the general ledger. Figures below have been updated retrospectively back to October in order to incorporate all paid claim amounts from prior periods. In doing so, the graph represents the most accurate and up to date information for this service at the time of report preparation.

	FY18 Actuals	FY19 Budget	FY19 Actuals	YTD % Change
Oct	\$ 2,158,063	\$ 2,091,667	\$ 2,257,337	4.60%
Nov	2,074,986	\$ 2,091,667	2,141,966	3.93%
Dec	2,173,418	\$ 2,091,667	1,811,681	-3.05%
Jan	2,185,057	\$ 2,091,667		
Feb	1,951,526	\$ 2,091,667		
Mar	2,163,993	\$ 2,091,667		
Apr	2,101,028	\$ 2,091,667		
May	2,103,031	\$ 2,091,667		
Jun	2,182,163	\$ 2,091,667		
Jul	2,188,001	\$ 2,091,667		
Aug	2,084,920	\$ 2,091,667		
Sep	2,182,573	\$ 2,091,667		



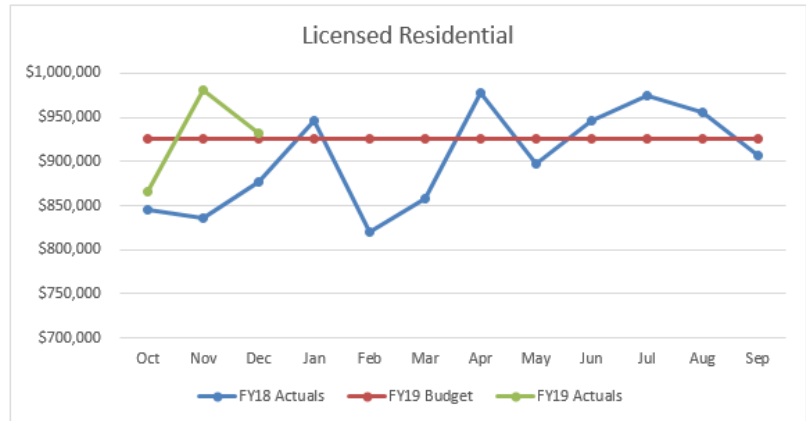
- c. Community Inpatient costs to date are \$1.4 Million. The costs year to date are 21.29% more than last year as of December 2017. This is \$143,000 over the budget.

	FY18 Actuals	FY19 Budget	FY19 Actuals	YTD % Change
Oct	\$ 429,190	450,000	\$ 451,590	5.22%
Nov	514,899	450,000	488,108	-0.47%
Dec	286,978	450,000	553,470	21.29%
Jan	553,608	450,000		
Feb	224,309	450,000		
Mar	727,928	450,000		
Apr	365,206	450,000		
May	526,885	450,000		
Jun	456,373	450,000		
Jul	332,017	450,000		
Aug	611,452	450,000		
Sep	401,452	450,000		



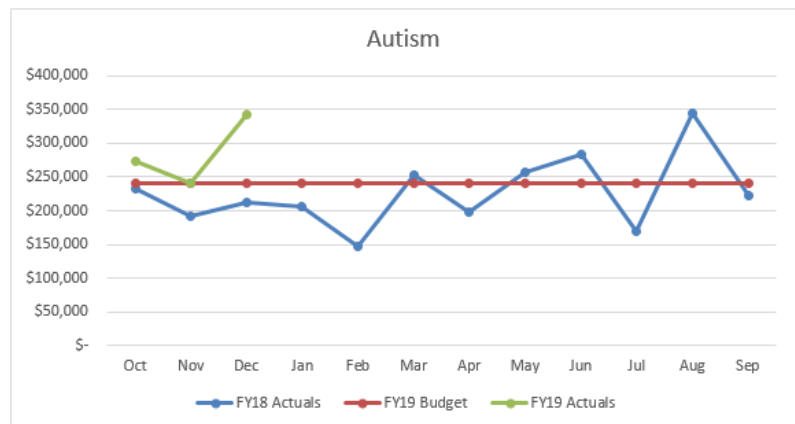
- d. Licensed Residential costs to date are \$2.7 Million. The costs year to date are 8.62% more than last year as of December 2017. This is \$4,700 over the budget.

	FY18 Actuals	FY19 Budget	FY19 Actuals	YTD % Change
Oct	\$ 845,486	\$ 925,000	\$ 866,002	2.43%
Nov	835,932	925,000	981,647	9.89%
Dec	877,606	925,000	932,083	8.62%
Jan	945,844	925,000		
Feb	819,635	925,000		
Mar	857,183	925,000		
Apr	977,074	925,000		
May	897,294	925,000		
Jun	946,248	925,000		
Jul	973,928	925,000		
Aug	955,501	925,000		
Sep	907,217	925,000		



- e. Applied Behavior Analysis/Autism service costs to date are \$857,000. The costs year to date are 35.02% more than last year as of December 2017. This is \$136,000 over the budget.

	FY18 Actuals	FY19 Budget	FY19 Actuals	YTD % Change
Oct	\$ 232,440	\$ 240,583	\$ 274,122	17.93%
Nov	191,560	240,583	241,620	21.64%
Dec	211,309	240,583	342,030	35.02%
Jan	206,977	240,583		
Feb	147,684	240,583		
Mar	252,156	240,583		
Apr	197,173	240,583		
May	257,596	240,583		
Jun	284,231	240,583		
Jul	170,328	240,583		
Aug	344,560	240,583		
Sep	223,270	240,583		



- f. A significant amount of General Fund is used to supplement Medicaid deductibles for our consumers on a spend-down. The number of cases that did not meet their spend-down deductible through November 2018 were 80. The number of cases that met their spend-down deductible through November 2018 were 125. The amount spent through November 2018 is \$189,000.

The number of cases that did not meet their spend-down deductible through December 2018 were 95. The number of cases that met their spend-down deductible through December 2018 were 132. The amount spent through December 2018 is \$267,000.

**4. PIHP Revenue Key Points**

- a. Medicaid, Healthy Michigan Plan and Autism funds are coming in at budget.
- b. By funding source, Medicaid is showing a deficit of \$2.2 Million.
- c. By funding source, HMP is showing a deficit of \$930,000.

**5. State General Fund Key Points**

- a. General Fund programs and funding redirected to other Risk-Based programs is showing a deficit of \$240,000.
- b. General Fund overages are primarily resulting in the CLS and Licensed Residential business units.
- c. General Fund funding has been redirected by the WCCMH as detailed below:
  - i. \$23,000 to SED Waiver
  - ii. \$32,000 to Child Waiver

**6. Local Key Points**

- a. The majority of Local Funding comes from Washtenaw County.
- b. Local Funds are showing a surplus of \$231,000 through December 2018.
- c. Uses of Local Funding include:
  - i. The 10% GF Match of non-residential services
  - ii. Local contribution – required by MDHHS
  - iii. Local share for State Facilities
  - iv. Shelter expenses and other Local needs

**7. Fund Balance**

WCCMH's Fund Balance at the beginning of FY 2018 is \$2.7 Million. At this time, it is projected that the use of \$750,000 will be necessary to close the State General Fund deficit for FY 2018. The WCCMH/Washtenaw County obligation to the shared-risk corridor with the PIHP and the State is unknown at this time.

Washtenaw County Community Mental Health  
FINANCIAL PERFORMANCE BY FUND SOURCE  
 DECEMBER 2018 FYTD

ATTACHMENT #2  
 FEBRUARY 2019

	Total
<b>Medicaid **</b>	
<u>Revenue</u>	
B & B3	\$ 6,495,158.17
HSW	8,734,016.84
Prior Year Adjustments	-
Care for Caid	56,932.16
Total Medicaid Revenue	\$ 15,286,107.17
 <u>Expense</u>	
Service Costs	\$ 15,450,084.35
Admin. Cost Allocation	2,037,181.89
Redirect To Cover COFR Exp.	-
Redirect To Cover MiChild Exp	-
Total Medicaid Expense	\$ 17,487,266.25
 Medicaid Surplus/(Deficit)	 \$ (2,201,159.08)
 <b>Autism Benefit **</b>	
<u>Revenue</u>	
Medicaid Benefit	\$ 623,076.35
MIChild Benefit	-
Total Autism Benefit Revenue	\$ 623,076.35
 <u>Expense</u>	
Medicaid Service Costs	\$ 551,573.22
Admin. Cost Allocation	71,503.13
MIChild Service Costs	-
Admin. Cost Allocation	-
Total Autism Benefit Expense	\$ 623,076.35
Autism Surplus/(Deficit)	\$ -
 <b>Healthy Michigan **</b>	
Revenue	\$ 1,074,288.75
Expense	2,004,302.06
Healthy MI Surplus/(Deficit)	\$ (930,013.31)
 <b>General Fund</b>	
<u>Revenue</u>	
CMH Operations	\$ 790,540.17
CMH Operations Contra	-
Categorical	-
Redirect To SED Waiver	(23,307.48)
Redirect To Children's Waiver	(32,804.78)
Redirect To Injectable Meds.	-
Funding Fr. Other Local Sources	4,564.46
Total General Fund Revenue	\$ 738,992.37
Total General Fund Expense	\$ 979,005.30
General Fund Surplus/(Deficit)	\$ (240,012.92)

Washtenaw County Community Mental Health  
FINANCIAL PERFORMANCE BY FUND SOURCE  
 DECEMBER 2018 FYTD

**ATTACHMENT #2**  
**FEBRUARY 2019**

	Total
<b>SED Waiver</b>	
Revenue	\$ 36,513.13
Expense	36,513.13
SED Waiver Surplus/(Deficit)	\$ -
<b>Children's Waiver</b>	
Revenue	\$ 166,283.63
Expense	166,283.63
CW Surplus/(Deficit)	\$ -
<b>Injectable Meds</b>	
Revenue	\$ -
Expense	-
Inj. Meds. Surplus/(Deficit)	\$ -
<b>Grants And Contracts</b>	
Revenue	\$ 368,525.71
Expense	368,525.71
Grants & Cont. Surplus/(Deficit)	\$ -
<b>CMHSP To CMHSP</b>	
Revenue	\$ 162,836.18
Redirect to GF	(4,564.46)
Expense	158,271.72
CMHSP to CMHSP Surplus/(Deficit)	\$ -
<b>Local</b>	
Revenue	\$ 612,306.84
Expense	381,271.85
Local Surplus/(Deficit)	\$ 231,034.99
<b>Private Grant &amp; All NOR</b>	
Revenue	\$ 48,027.88
Expense	42,501.88
Priv. Grant & NOR Surplus/(Deficit)	\$ 5,526.00
<b>Grand Total</b>	
Revenue	\$ 18,954,121.83
Expense	22,088,746.16
Grand Total Surplus/(Deficit)	\$ (3,134,624.33)

\*\* Denotes PIHP Medicaid Subcontracting Agreement Funds

PIHP Medicaid Surplus/(Deficit)	\$ (3,131,172.39)
WCCMH Surplus/(Deficit)	\$ (3,451.94)
	\$ (3,134,624.33)

Washtenaw County Community Mental Health  
For Three Months Ending December 31, 2018

	<u>Approved Annual Budget</u>	<u>YTD Approved Budget</u>	<u>Projected Annual Budget</u>	<u>YTD Projected Budget</u>	<u>YTD Actuals</u>	<u>YTD Over/(Under) Projected Budget</u>
<b>Operating Revenue</b>						
<b>PIHP Revenue</b>						
Medicaid Capitation	\$ 68,673,590	\$ 17,168,398	\$ 61,408,765	\$ 15,352,191	\$ 15,053,198	\$ (298,993)
Healthy Michigan Capitation	7,043,374	1,760,844	4,001,682	1,000,421	1,074,289	73,868
Autism Capitation	3,006,863	751,716	2,951,725	737,931	799,053	61,122
<b>MDHHS Revenue</b>						
State General Funds	3,147,193	786,798	3,147,193	786,798	790,540	3,742
Medicaid Fee for Service	820,235	205,059	820,235	205,059	146,685	(58,374)
Grants & Earned Contracts	2,224,209	556,052	2,224,209	556,052	382,538	(173,514)
<b>All Other Revenue</b>						
County Appropriation	1,693,272	423,318	2,185,277	546,319	436,760	(109,559)
Project Revenue	751,000	187,750	751,000	187,750	190,308	2,558
All Other	1,172,977	293,244	1,172,977	293,244	468,530	175,286
<b>TOTAL Operating Revenue</b>	<b><u>\$ 88,532,713</u></b>	<b><u>\$ 22,133,178</u></b>	<b><u>\$ 78,663,063</u></b>	<b><u>\$ 19,665,766</u></b>	<b><u>\$ 19,341,901</u></b>	<b><u>\$ (323,865)</u></b>
<b>Operating Expenses</b>						
<b>Administrative Expenses</b>						
General Administration	\$ 7,350,417	\$ 1,837,604	\$ 7,350,417	\$ 1,837,604	\$ 1,752,624	\$ (84,981)
Program Administration	3,494,325	873,581	3,494,325	873,581	901,558	27,977
<b>Residential Services</b>						
Community Living Supports	25,100,000	6,275,000	25,100,000	6,275,000	6,429,425	154,425
Licensed Residential	11,100,000	2,775,000	11,100,000	2,775,000	2,779,732	4,732
<b>Outpatient Services</b>						
Autism Services	2,587,000	646,750	2,887,000	721,750	857,772	136,022
Case Management	4,816,278	1,204,070	4,816,278	1,204,070	1,205,811	1,742
Supports Coordination	2,354,878	588,720	2,354,878	588,720	558,511	(30,208)
Skill Building	5,979,556	1,494,889	6,679,556	1,669,889	1,654,602	(15,287)
Supported Employment	1,747,546	436,887	2,047,546	511,887	503,627	(8,260)
Psychiatry	2,747,242	686,811	2,747,242	686,811	704,755	17,944
Nursing Services	2,282,899	570,725	2,487,899	621,975	551,784	(70,190)
Therapy Services	1,804,501	451,125	1,804,501	451,125	444,887	(6,238)
All Other	8,476,214	2,119,054	7,271,214	1,817,804	1,920,184	102,381
<b>Other Expenses</b>						
Community Inpatient	5,400,000	1,350,000	5,400,000	1,350,000	1,493,169	143,169
Local Matches & Shelter	1,282,838	320,710	1,282,838	320,710	335,546	14,837
Grants & Earned Contracts	2,009,019	502,255	2,224,209	556,052	382,538	(173,514)
<b>TOTAL Operating Expenses</b>	<b><u>\$ 88,532,713</u></b>	<b><u>\$ 22,133,178</u></b>	<b><u>\$ 89,047,903</u></b>	<b><u>\$ 22,261,976</u></b>	<b><u>\$ 22,476,525</u></b>	<b><u>\$ 214,550</u></b>
Revenue Over/(Under) Expenses	-	-	(10,384,840)	(2,596,210)	(3,134,624)	(538,414)



**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN  
REGULAR BOARD MEETING MINUTES  
January 9, 2019**



**Members Present:** Greg Adams, Susan Fortney, Sandra Libstorff, Charles Londo, Gary McIntosh, Caroline Richardson, Sharon Slaton, Ralph Tillotson

**Members Absent:** Judy Ackley, Martha Bloom, Charles Coleman, Roxanne Garber

**Staff Present:** Connie Conklin, Jane Terwilliger, Kathryn Szewczuk, Stephannie Weary, Lisa Jennings, James Colaianne, Suzanne Stolz, Marci Scalera, Dana Darrow

**Others Present:** Laurie Lutomski

I. Call to Order  
Meeting called to order at 6:00 p.m. by Board Chair C. Londo.

II. Roll Call  
• A quorum of members present was confirmed.

III. Consideration to Adopt the Agenda as Presented

**Motion by R. Tillotson, supported by S. Slaton, to approve the agenda  
Motion carried**

- Agenda item VIII withdrawn
- Agenda item VI c, no report

IV. Consideration to Approve the Minutes of the December 12, 2018 Regular Meeting and Waive the Reading Thereof

**Motion by G. McIntosh, supported by S. Fortney, to approve the minutes of December 12, 2018 Regular Meeting and waive the reading thereof  
Motion carried**

- Minutes correction: Charles Coleman was not present at the December meeting.

V. Audience Participation  
None

VI. Old Business  
a. January Finance Report  
S. Stolz presented. Discussion followed.  
b. Consideration to approve the proposed 2019 Budget 2<sup>nd</sup> amendment with allocations as requested by the Board at the previous meeting

Ackley	Absent	Libstorff	Y
Adams	Y	Londo	Y
Bloom	Absent	McIntosh	Y
Coleman	Absent	Richardson	Y
Fortney	Y	Slaton	Y
Garber	Absent	Tillotson	Y

**Motion by R. Tillotson, supported by C. Richardson, to approve the proposed 2019 Budget 2<sup>nd</sup> amendment with allocations (with a detailed explanation in a footnote in future budget presentations) as requested by the Board at the previous meeting  
Motion carried**

- c. CEO Performance Review Committee Report
  - No updates.

VII. New Business

- VIII. Consideration to go into closed session for the purpose of discussing pending legal matter
- Item withdrawn

IX. PIHP CEO Report to the Board

- J. Terwilliger provided updates on the administrative hearing request that has been filed, M. Scalera's retirement announcement, the MDOC/SUD Project, and Statewide Parity.

X. Adjournment

**Motion by R. Tillotson, supported by S. Slaton, to adjourn the meeting  
Motion carried**

Meeting adjourned at 6:36 p.m.

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Judy Ackley, CMHPSM Board Secretary

**ACTION REQUESTED:** To approve the following contracts and leases:

**BACKGROUND:**

1. Residential Opportunities, Inc. - will provide Licensed Residential Services.

**Service Contracts**

<b>Contractor</b>	<b>Funding</b>	<b>Estimated Budget</b>	<b>Contract Term</b>	<b>Service Description</b>
1. Residential Opportunities, Inc.	Medicaid	Per consumer authorizations	February 1, 2019- September 30, 2019	Licensed Residential Services

**RECOMMENDATIONS:** To approve the contracts and leases listed above.