



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**

<https://zoom.us/j/91018709339>

This meeting will be held by video conference due to Governor Whitmer's order allowing public meetings and her order requiring social distancing.

September 14, 2020

3:30-4:30pm

- 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 8/10/20 (Attachment #1)
- IV. Discussion Items (15 minutes)
 - Millage Process, Investments, and Progress Update
 - CARES Program Update/Dashboard (Attachment #2) **M. Tasker/M. Harding**
 - Black Lives Matter Taskforce Update **L. Gentz/T. Cortes**
- V. Financial Budget Update (5 minutes)
 - Financial Budget Update (Attachment #3) **N. Phelps**
- VI. Old Business (10 minutes)
 - Washtenaw County Sheriff's Office (WCSO) Millage Update **D. Jackson**
- VII. New Business (10 minutes)
 - Communication Plan Discussion **E. Spanier**
 - Millage Investment Plan Update (Attachment #4) **T. Cortes/L. Gentz**
- VIII. Items for Future Discussions (5 minutes)
- IX. Adjournment

Due to Governor Whitmer's order allowing public meetings and her order requiring social distancing, this meeting is being held remotely.

The link to attend this meeting remotely is

<https://zoom.us/j/91018709339>

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

**US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or
+1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782**

Webinar ID: 910 1870 9339

International numbers available: <https://zoom.us/u/apRyWu3kz>

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
August 10, 2020
4:00-5:00pm

MEMBERS PRESENT: N. Graebner, G. Waddles, Jr. H. Heaviland, K. Walker, D. Jackson, R. Rion,
A. Carlisle, J. Martin, K. Scott

MEMBERS ABSENT: F. Brabec, A. Dusbiber, B. King

STAFF PRESENT: T. Cortes, L. Gentz, M. Tasker, R. Dornbos, H. Linky, N. Phelps,
S. Amos O'Neal, M. Harding

N. Graebner called the meeting to order at 4:04 pm.

- I. Introductions
 - L. Gentz introduced S. Novara from the Washtenaw Intermediate School District (WISD) who will be presenting the Anti-Stigma mini grants update later in the meeting.
- II. Audience Participation
 - None
- III. Millage Advisory Committee Minutes and Actions from 7/13/20
 - The Millage Advisory Committee Minutes and Actions from 7/13/20 were reviewed.

MOTION BY D. JACKSON, SUPPORTED BY H. HEAVILAND TO APPROVE THE MILLAGE ADVISORY COMMITTEE MEETING MINUTES AND ACTIONS FROM JULY 14, 2020 AS PRESENTED.

ROLL CALL VOTE:

BRABEC	N/A	CARLISLE	Y
DUSBIBER	NA	GRAEBNER	Y
HEAVILAND	Y	JACKSON	Y
KING	NA	MARTIN	Y
RION	Y	SCOTT	Y
WADDLES	Y	WALKER	Y

MOTION CARRIED

- IV. Discussion Items
 - Millage Process, Investments and Progress Update
 - L. Gentz presented the Millage Process, Investments and Progress Update to the committee.
 - Mental Health First Aid train the trainer is scheduled for November 4th-6th, 2020.
 - Train the trainer is being explored by a virtual format and will notify this committee if there are any cost changes associated with this change.
 - Public Health Department is still trying to find a new project lead to oversee the Anti-stigma campaign. Once this has been determined then we should start seeing updates on this before school starts.

- Staff are working with WISD to explore virtual U Matter campaigns and revamping some of the technical assistance that were looking at providing the school districts.
- Funding will be provided through the Youth Center to hire a Mental Health Professional that will be a CMH based position but will be housed in the Youth Center to create re-entry and a mental health program that will be similar what is currently in the adult system. This will be posted on 10/1/20.
- Had to limit some of our presence in the rural pop up clinics due to COVID. Whitmore Lake is currently planning on having face to face schools so the CARES team will be working closely with them to have our presence in the schools. Connecting with Chelsea and Manchester Schools to look at ways to continue our efforts in the schools.
- CARES Program Update
 - M. Tasker presented the CARES Program Update and Dashboard to the committee.
 - Throughput numbers continue to be stable.
 - Continue to discharge cases on a similar rate as we are admitting.
 - 23 admissions in July with 32 discharges.
 - Currently there are 272 active clients.
 - There are 39 referrals in July. The referrals are the phone calls that are taken or made.
 - 586 people have been served since March 2019 to date.
 - Ypsilanti and Ann Arbor continue to be the higher service areas.
 - Majority of the cases are between 20 and 34 years of age.
 - There have been an estimated 300 Psychiatric evaluations that have taken place since March 2019. We currently have 1 full time prescriber and a few prescribers that are helping on a part time basis.
 - Almost 800 medication reviews have taken place since March 2019.
 - 154 injections since March 2019.
 - 788 units of peer support and 6,000 units of case management.
 - We are seeing a need for increased psychiatry time and case management with this program.
 - D. Jackson asked if there is an upward trend of law enforcement outreaches. M. Tasker stated that there is an uptick of urgent law enforcement requests and will compile the data and present this to the committee.
 - 750 Assessment Center update
 - Melisa shared a success story from the 750 location. Staff were able to provide support to an individual that was at the 750 location for their personal issues while dealing with the pending loss of their mother. Peer Support Specialist staff stayed with him for over 10 hours at the hospital and stayed with individual while his mother passed away and then brought him

V. Financial Budget Update

- N. Phelps presented the Financial Budget update to the committee.
- This report is for the month ending June 30, 2020.
- Millage and CCBHC grants budgets to actuals are presented through the month of June, this represents 6 months of the fiscal year.
- The Millage budget is trending well, and we are not anticipating any issues meeting the commitments made thus far.
- Overall there is a \$4 Million expense over budget.
- CCBHC #1 has been amended to include additional carryforward funds there weren't spent in year one of the grant.
- CCBHC #2 reflects the first 2 months of operations.
- T. Cortes stated that Michigan is officially a demonstration state for the CCBHC. Waiting to hear how the financial model will be handled with the state. This will bring additional dollars to help meeting the needs in the community.

- The additional funding that is provided by the CCBHC demonstration site will bring additional funds that can be used instead of using millage funds.

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.
 - WCSO is able to hire 2 case managers with the recent re-entry grant and matching millage dollar funds. These case managers will be working with community partners to focus on housing vouchers as part of the re-entry process.
 - Due to COVID the numbers in the jail have reduced. Last 2-3 weeks are up about 10 individuals.
 - Summer months and people being out more the number of arrests is about the same.
 - One of the positive outcomes from COVID was to look at who really needed to be housed in the jails due to the severity of their crimes.
 - It has been very difficult for people to use money for housing once someone is released from jail. There is an issue with private landlords continuing to be hesitant in taking individuals with a criminal background.
 - There are 191 units that will be coming online in the next 3 years. Avalon Housing Hickory Way will be adding 70 of these units and Ann Arbor Housing Commission has about 64 units that will be coming online. There are also 24 units being planned in Dexter for families, singles and veterans. There are other housing projects being worked on as well.
- WISD Anti-Stigma Mini Grants Update
 - S. Novara from Washtenaw County Intermediate School District (WISD) presented the Youth Mental Health Anti-Stigma Mini-Grants update to the committee.
 - Most of the schools chose March 16th as their campaign week and were not able to do their programs but are looking to bring them back in the fall.
 - Schools are looking to use their campaign ideas for the upcoming fall year.
 - There is currently a need to continue to check on students when they aren't in school, by social connection with the recent COVID isolation guidelines with the racial acts that are being observed and the loss of sports at this time.
 - L. Gentz stated that the campaign will be shifting for next year and working with the schools to see what they might need in the way of technical support, creating connections between students when they aren't all in the same place together and supporting students in a COVID appropriate way.

VII. New Business

- Millage Investment Plan Update
 - T. Cortes and L. Gentz presented the Millage Investment Plan Update to the committee.
 - There was previous discussion on the millage investments and how this looks like during COVID.
 - Requesting this committee look at the capacity of the CARES program and should the advertising campaign be intensified and additional hiring of staff to cover this need.
 - The Executive Committee recently approved the phone system upgrade to help to handle the additional calls and be able to provide better data from the CARES campaign. The current phone system is not adequate for the current campaign as well as it being antiquated.
 - Staff are looking at meeting the need of psychiatry services, mental health professionals at the Youth Center.
 - Staff are looking to ensure to meet the need of additional psychiatry services, the mental health professional at the youth center, billing services in the CARES program. Some providers have been affected by COVID and could use additional resources.

K. Walker left the meeting at 4:52pm

VIII. Items for Future Discussion

- Black Lives Matter Taskforce Update
- Communication Plan Discussion-September meeting
- Millage Investment Plan Update

MOTION BY A. CARLISLE SUPPORTED BY D. JACKSON TO ADJOURN THE MEETING AT 5:07 pm.

MOTION CARRIED

IX. Meeting adjourned at 5:07 PM

DRAFT

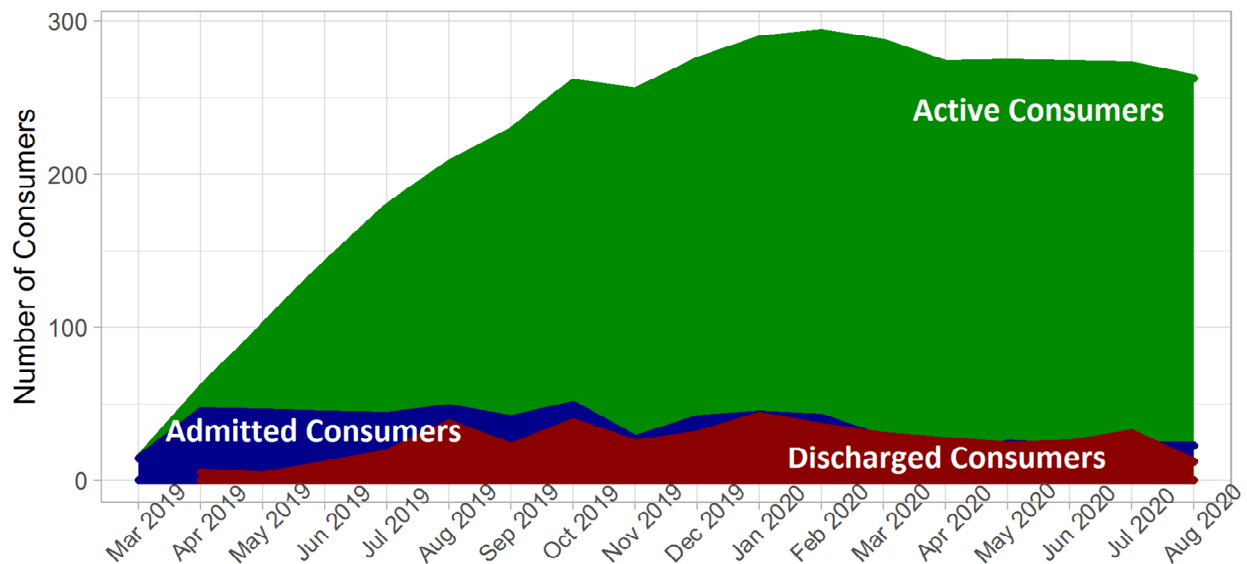
Washtenaw County Community Mental Health – CARES Report August 2020

Last Updated: 09/02/2020

CARES THROUGHPUT

Cares Throughput is about consumers entering, leaving, and remaining active in the program. The recent Covid-19 shutdown for 90 days (March to June) has dampened admitted consumers and this in turn has reduced the number of consumers active each month. It appears that day-to-day operations (from a client’s perspective and WCCMH’s perspective) may have stabilized; it is too soon to say if we have entered a new normal, but we do point out that active consumers, admissions, and discharges seem to be becoming stable in the past 3 months.

Mar 2019 - Aug 2020: CARES Throughput



Month	# Active Cases	CARES Adm Cases	CARES Disc Cases
Mar-19	14	14	
Apr-19	59	45	5
May-19	100	44	3
Jun-19	141	43	10
Jul-19	178	42	18
Aug-19	208	48	37
Sep-19	229	40	19
Oct-19	264	49	38
Nov-19	258	27	23
Dec-19	279	40	29
Jan-20	294	43	44
Feb-20	295	41	35
Mar-20	289	27	30
Apr-20	272	11	26
May-20	273	24	23

Jun-20	272	22	23
Jul-20	272	23	32
Aug-20	271	23	31

Referrals to CARES by Month

Also known as automatic enrollment in CARES

Note that when there are less automatic enrollment/referrals this generally leads to a decrease in the number of current (or active) CARES Admissions.

Referral Month	# New CARES Referrals
Mar-19	37
Apr-19	77
May-19	80
Jun-19	62
Jul-19	58
Aug-19	70
Sep-19	67
Oct-19	71
Nov-19	67
Dec-19	62
Jan-20	77
Feb-20	59
Mar-20	40
Apr-20	21
May-20	39
Jun-20	44
Jul-20	40
Aug-20	33

Emergency Contact Notes by Month

Note that there were less Emergency Contact Notes across the board for WCCMH clients and the WCCMH-CARES clients during the government shutdown. As the shutdown is over, it seems like Emergency Contact Notes are on the rise again but still lower than they were previously.

ER_Note_Month	Yr	Mon	Num_ER_Notes	num_CRCT_cases	num_Cares_cases
Mar-18	2018	3	1	1	0
Apr-18	2018	4	100	76	2
May-18	2018	5	97	82	1
Jun-18	2018	6	124	100	1
Jul-18	2018	7	123	90	5
Aug-18	2018	8	118	96	3
Sep-18	2018	9	147	101	3
Oct-18	2018	10	183	102	3
Nov-18	2018	11	182	83	3
Dec-18	2018	12	205	102	1
Jan-19	2019	1	173	86	5
Feb-19	2019	2	200	106	8
Mar-19	2019	3	253	125	14
Apr 2019	2019	4	229	133	9
May 2019	2019	5	237	130	9
Jun 2019	2019	6	245	130	22
Jul 2019	2019	7	229	126	22
Aug 2019	2019	8	210	128	21
Sep 2019	2019	9	245	131	5
Oct 2019	2019	10	305	157	14
Nov 2019	2019	11	242	131	8
Dec 2019	2019	12	268	138	13
Jan 2020	2020	1	230	130	15
Feb 2020	2020	2	223	134	5
Mar 2020	2020	3	121	82	5
Apr 2020	2020	4	57	51	4
May 2020	2020	5	66	55	3
Jun 2020	2020	6	168	94	5
Jul 2020	2020	7	312	110	8
Aug 2020	2020	8	206	98	4

Gender

The data here should be considered as a work in progress since this data was not collected initially due to a number of factors. Most significantly, this data covers all clients subjected to the 'automatic referral' system which means that we are lacking information for many of these cases.

Gender	# Cases Referred	# Active at least 1 Day 3/1/19 – present Cases
Female	489	330
Male	420	279
Other (Specify)	1	0
Transgender	1	0
Total	911	609

Typical Length of Stay for Cases that Already Closed

We expect the mean and median to continue to grow as time continues and to fully stabilize after CARES has been fully functioning for two years. We are around the one year mark at this time, but it is good to keep in mind that we should consider July 2020 the one year mark since enrolling all of the clients that we previously could not serve was a 3 month process; see throughput chart or graph for a better understanding.

	Days
Median	74
Mean	102.2
Min	1
Max	462

City for Open Cases

The cases here are open by automatic referral and not necessarily fully admitted which is why these numbers are greater than the throughput numbers which requires an initial Assessment and Plan.

City	# Open Cares Cases	Percent
Ypsilanti	296	48.6%
Ann Arbor	222	36.5%
Saline	19	3.1%
MILAN	11	1.8%
Whitmore Lake	10	1.6%
Chelsea	8	1.3%
	6	1.0%
Dexter	6	1.0%
Manchester	5	0.8%
Willis	4	0.7%
Gregory	3	0.5%
Detroit	3	0.5%

Belleville	3	0.5%
Grass Lake	2	0.3%
Inkster	1	0.2%
Northville	1	0.2%
Pinckney	1	0.2%
Romulus	1	0.2%
Britton	1	0.2%
Beaverton	1	0.2%
Clarkston	1	0.2%
Clinton	1	0.2%
Seattle	1	0.2%
Total	609	100%

Age Groups for Consumers Active at least 1 Day in CARES

Age Category	# CARES Adm Cases
	1
0-16	16
17-19	27
20-24	70
25-29	89
30-34	79
35-39	68
40-44	47
45-49	53
50-54	51
55-59	49
60-64	24
65-69	21
70+	14
Total	609

Funding Sources for Consumers

Funding Sources	Medicare	# CARES cases	Percentage
-not listed-	N	220	36.1%
-not listed-	Y	20	3.3%
HMP	N	216	35.5%
Medicaid	N	117	19.2%
Medicaid	Y	20	3.3%
S/D	N	12	2.0%
S/D	Y	4	0.7%
	Total	609	100%

Washtenaw County Community Mental Health
Millage and CCBHC Grants Budget to Actuals
For the Seven Months Ending July 31, 2020

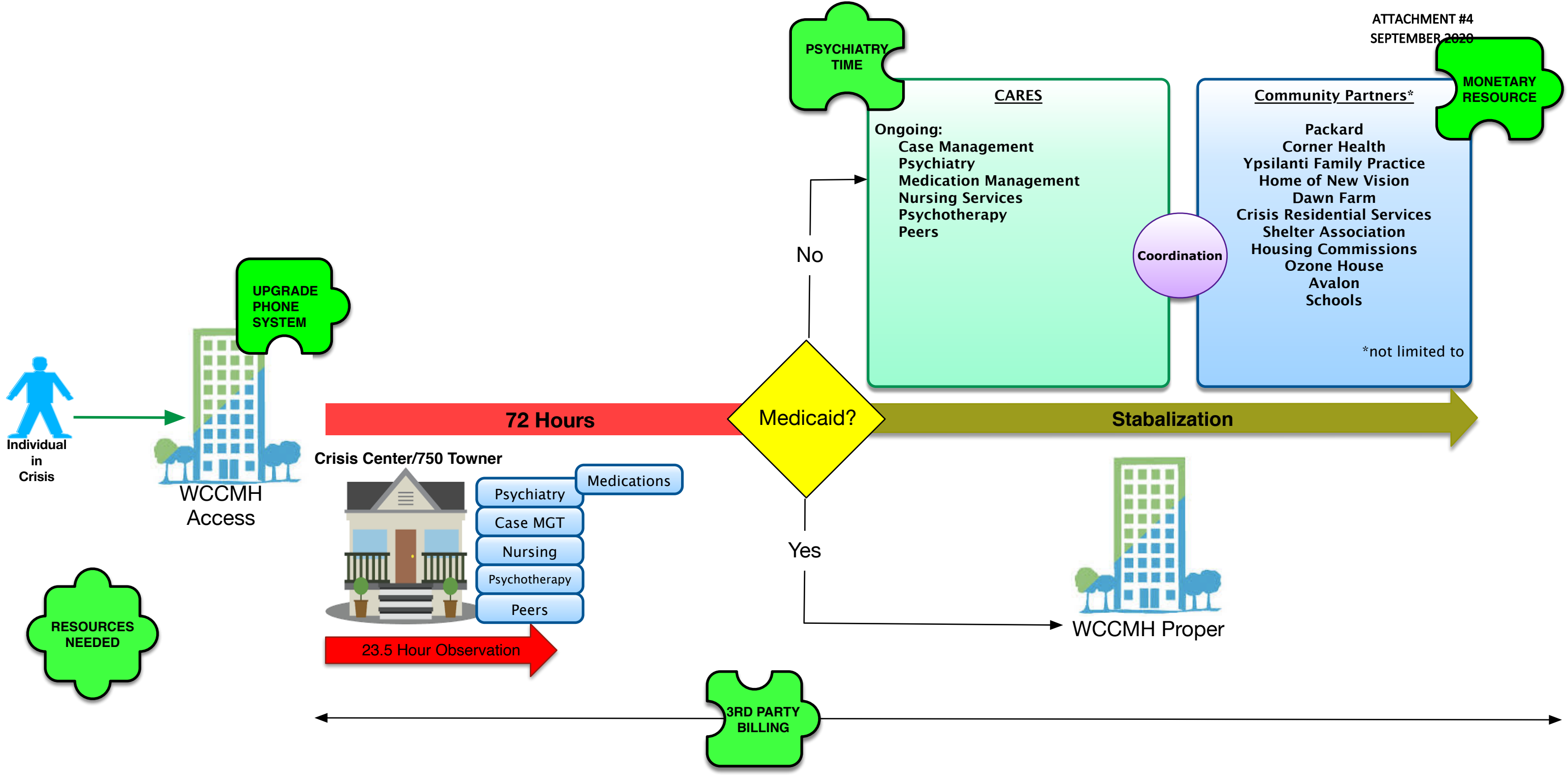
Millage Budget

	<u>Annual Budget</u>	<u>Budget YTD</u>	<u>YTD Actual</u>	<u>YTD Actual O/(U) YTD Budget</u>
Millage Revenue				
Millage	\$ 6,519,513	\$ 3,803,049	\$ 6,211,819	\$ 2,408,769
Millage Interest Revenue	-	-	49,856	49,856
	<u>\$ 6,519,513</u>	<u>\$ 3,803,049</u>	<u>\$ 6,261,675</u>	<u>\$ 2,458,625</u>
Millage Expenses				
Salary	\$ 2,395,000	\$ 1,397,083	\$ 1,234,070	\$ (163,014)
Fringe	1,339,513	781,383	654,969	(126,414)
Contractors	1,500,000	875,000	413,781	(461,219)
Trainings	140,000	81,667	231	(81,436)
Operating Expenses	782,500	456,458	241,553	(214,906)
Fleet Charges	60,000	35,000	2,340	(32,660)
Client Care	78,500	45,792	19,966	(25,825)
Cost Allocation Plan	25,000	14,583	-	(14,583)
Furniture & Equipment	100,000	58,333	-	(58,333)
Depreciation Expense	10,000	5,833	-	(5,833)
Telephone	50,000	29,167	9,226	(19,940)
All Other Expenses	39,000	22,750	3,425	(19,325)
Total Millage Expenses	<u>\$ 6,519,513</u>	<u>\$ 3,803,049</u>	<u>\$ 2,579,561</u>	<u>\$ (1,223,488)</u>
Revenue Over/(Under) Expenses		-	3,682,113	3,682,113

CCBHC Grants

	<u>Annual Budget</u>	<u>Budget YTD</u>	<u>YTD Actual</u>	<u>YTD Actual O/(U) YTD Budget</u>
January 2020 - December 2020				
CCBHC #1 - Year 2 Grant Revenue	\$ 2,154,158	\$ 1,256,592	\$ 1,180,152	\$ (76,440)
CCBHC #1 - Year 2 Grant Expenses				
Salary	\$ 1,065,417	\$ 621,493	\$ 638,402	\$ 16,909
Fringe	742,991	433,411	420,707	(12,705)
Trainings	35,986	20,992	-	(20,992)
Telephone	12,429	7,250	10,234	2,984
Operating Supplies	245,335	143,112	109,949	(33,163)
Client Care	52,000	30,333	860	(29,473)
Total Expenses	<u>\$ 2,154,158</u>	<u>\$ 1,256,592</u>	<u>\$ 1,180,152</u>	<u>\$ (76,440)</u>
Revenue Over/(Under) Expenses		-	-	-
May 2020 - December 2020				
CCBHC #2 - Year 1 Grant Revenue	\$ 1,280,809	\$ 480,303	\$ 350,539	\$ (129,764)
CCBHC #2 - Year 1 Grant Expenses				
Salary	\$ 693,551	\$ 260,082	\$ 202,188	\$ (57,893)
Fringe	423,066	158,650	115,568	(43,082)
Trainings	3,876	1,454	-	(1,454)
Telephone	7,987	2,995	916	(2,079)
Operating Supplies	132,329	49,623	31,867	(17,756)
Client Care	20,000	7,500	-	(7,500)
Total Expenses	<u>\$ 1,280,809</u>	<u>\$ 480,304</u>	<u>\$ 350,539</u>	<u>\$ (129,764)</u>
Revenue Over/(Under) Expenses		-	-	-

The Millage and CCBHC Grants budget to actuals are presented through the month of July, this represents 7 months of the fiscal year. The millage budget is trending well and we are not anticipating any issues meeting the commitments made thus far. CCBHC #1 has been amended to include additional carryforward funds not spent in year one of the grant. CCBHC #2 reflects the third month of operations.



PSYCHIATRY TIME

MONETARY RESOURCE

UPGRADE PHONE SYSTEM

RESOURCES NEEDED

3RD PARTY BILLING

CARES

Ongoing:
Case Management
Psychiatry
Medication Management
Nursing Services
Psychotherapy
Peers

Community Partners*

Packard
Corner Health
Ypsilanti Family Practice
Home of New Vision
Dawn Farm
Crisis Residential Services
Shelter Association
Housing Commissions
Ozone House
Avalon
Schools

*not limited to

Coordination

Medicaid?

72 Hours Stabalization

Crisis Center/750 Towner

Psychiatry
Case MGT
Nursing
Psychotherapy
Peers

Medications

23.5 Hour Observation

WCCMH Proper

WCCMH Access

Individual in Crisis