



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

October 7, 2019

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 9/9/19 (Attachment #1)
- IV. Discussion Items (15 minutes)
 - Millage Process, Investments, and Progress Update
 - CARES program update
- V. Old Business
 - None
- VI. New Business (25 minutes)
 - Supportive Housing RFP update (Attachment #2) **ACTION**
 - Financial Budget Update (Attachment #3)
 - Washtenaw County Sheriff's Office (WCSO) Millage Update-D. Jackson
- VII. Items for Future Discussions (5 minutes)
 - Process Development for Requests for Millage Funds
 - NAMI project budget status-November
- 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, Huron Conference Room
September 9, 2019 2:30pm

MEMBERS PRESENT: N. Graebner, K. Walker, F. Brabec, G. Waddles, A. Carlisle, R. Rion,
C. Collins, J. Martin, H. Heaviland, D. Jackson, K. Scott, B. King

MEMBERS ABSENT: A. Dusbiber

STAFF PRESENT: L. Gentz, T. Cortes, R. Dornbos, S. Ray, K. Hoener, N. Testorelli, H. Linky,
S. Amos O'Neal, M. Taylor, T. Florence, M. Tasker, R. Clark, N. Buccalo

OTHERS PRESENT: J. Gardner, M. Creekmore, K. Homan, L. Lutomski, A. Larsen

N. Graebner called the meeting to order at 2:35 pm.

- I. Introductions
 - None
- II. Audience Participation
 - A. Larson stated that she was interested in the youth needs assessment information and would like to see the data broken down for the townships as well.
- III. Millage Advisory Committee Minutes and Actions from 8/12/19
 - The Millage Advisory Committee Minutes and Actions from 8/12/19 were reviewed.

MOTION BY A. CARLISLE SUPPORTED BY K. SCOTT TO APPROVE THE MILLAGE ADVISORY COMMITTEE MINUTES AND ACTION FROM AUGUST 12, 2019 AS PRESENTED.

MOTION CARRIED

- IV. Discussion Items
 - Millage Process, Investments and Progress Update
 - L. Gentz presented the update on the Millage process, investments and progress.
 - The Umatter campaign information is being worked on and will be launched soon in the schools.
 - The 31n positions are being posted within the Washtenaw Intermediate School District (WISD)
 - Discussion on the budget from the July WCCMH budget recommendations that was finalized on 6/26/18.
 - As of July 2019, there were approximately \$1.2 Million of the millage funds used.
 - Suggestion for a report on the line funding streams and a foundation report for the next millage meeting.
 - Washtenaw County was one of the first to receive the 31n funding from the State.
 - The RFP process has been developed with Office of Community and Economic Developments (OCED) for supportive housing. This should be ready to present at the 10/19 Millage Advisory Committee meeting.

- Staff are working on outcome metrics for this committee to review
- There is a new electronic record for the CARES team.
- Suggestion to look at other partners within the community that might contribute some funding towards these programs.

V. CARES Program Update

- The program has been officially running since May 1, 2019.
- To date there have been:
 - 330 referrals
 - 225 face to face intakes
 - 105 from Ann Arbor, 113 from Ypsilanti, 13 from Saline and 4 from Chelsea.
 - 138 of the 225 people have a co-occurring disorder.
 - 190 of them receive Medicaid, 29 receive Medicare and the remainder are with private insurance.
- There is a mental health professional stationed on various days in Chelsea, Manchester and Whitmore Lake.
- The team has started 4 groups within the last month for DBT for men and women, Co-Occurring, a women's TREM group, Seeking Safety group that is a trauma focused group for women with substance abuse disorder.
- The CARES team is building a better resource list to tap into the community services that are provided so that we can partner for the resources.

VI. Old Business

- Anti-Stigma Campaign Update
 - E. Shane presented an update for the Anti-Stigma Campaign to the committee.
 - They are using the #wishyouknew.
 - The group would like to include artwork included with various phrases as another way of marketing.
 - Whitmore Lake focus groups will begin soon.

MOTION BY G. WADDLES, SUPPORTED BY K. WALKER TO MOVE FORWARD WITH THE ANTI-STIGMA CAMPAIGN PROPOSAL AND STRATEGIES AS PRESENTED.

MOTION CARRIED

VII. New Business

- NAMI proposal presentation
 - L. Gentz presented the National Alliance on Mental Illness (NAMI) proposal presentation to the committee.
 - J. Gardner and M. Creekmore from NAMI were available to answer any questions.
 - The contract request is to increase targeted outreach support in Ypsilanti, Ypsilanti Township and Whitmore Lake.
 - B. King stated that \$105,000 is a small amount of funding for 2.5 FTE's and he would like to have a discussion with the group about trying to find a way to increase their wages.
 - J. Gardner stated that most of the staff are part time and they don't receive benefits.
 - This program ties in with the Ypsilanti Community Schools campaign.
 - F. Brabec requested a budget status each month that for this project.

MOTION BY B. KING, SUPPORTED BY K. WALKER TO APPROVE THE NATIONAL ALLIANCE ON MENTAL ILLNESS (NAMI) COMMUNITY OUTREACH AND EDUCATION STRATEGY PROJECT WITH AN AMENDMENT THAT THE MILLAGE ADVISORY COMMITTEE HAVE THE FLEXIBILITY TO INCREASE THE PAY FOR THE 2 FTE POSITIONS IF POSSIBLE.

MOTION CARRIED

VIII. Items for Future Discussion

- WCSO Update
- Process Development for Requests for Millage Funds
- Housing RFP Presentation-October
- Financial Budget Information-October
- Outcome metrics

IX. Meeting adjourned at 3:39 PM

DRAFT



DRAFT - Overview – Scope of Services for Supportive Housing 9-25-19

Background:

In November 2017, Washtenaw County residents voted 2 to 1 in support of an eight year millage for improved access and more effective health care for persons living with mental illness and substance use disorders.

[The millage resolution](#) identified these four categories of services:

- **Prevention-** Support mental health awareness, prevention, and early intervention programming in partnerships with families, schools, faith communities, libraries, law enforcement, and health care providers.
- **Crisis-** Offer immediate mental health and substance use disorder crisis assessment, referral, treatment and support diversion from jail, emergency departments, and inpatient stays. Enhance support services post crisis engagement.
- **Stabilization-** Provide services that stabilize and support recovery and enhance quality of life for adults and youth regardless of insurance status. Reach to individuals who do experience obstacles to securing helpful services: lack of resources, homelessness, distrust, and stigma.
- **Jail Services-** Enhance mental health and substance use disorder assessment and treatment in the jail. Support diversion options and offer expanded education and support to first responders.

To develop recommendations for detailed, well informed mental health millage investments, the County Board of Commissioners launched the [Community Mental Health Advisory Committee \(CMHAC\)](#), a group made up of community members, service providers, and elected officials who bring a diversity of subject matter expertise, skills, lived experiences, and community relationships.

This group released their recommendations which were approved by the Community Mental Health Board and the Board of Commissioners in 2018.

Recommendations for Supportive Housing:

Listed in the Recommendations for Investment - #8 under Expand Services is “Increase supportive housing services.” As noted on page 10 of the [Community Mental Health Advisory Committee Recommendations](#), funding available is between \$900,000-\$1.2 million over a three year period, or between \$300,000 and \$400,000 annually with services beginning in January of 2020, for three years, with the potential to extend through the duration of the millage.

The Corporation for Supportive Housing uses the following definition:

Supportive housing is an innovative and proven solution that combines affordable housing with services that help people who face the most complex challenges to live with stability, autonomy and dignity. Supportive housing improves housing stability, employment, mental and physical health, and school attendance; and reduces active substance use. People in supportive housing live more stable and productive lives.¹ (CSH, <https://www.csh.org/supportive-housing-101/>)

Request for Proposals:

The Washtenaw Office of Community and Economic Development would lead the Request for Proposal Process (RFP) as the lead for the Washtenaw Continuum of Care (CoC) which supports the homelessness system in Washtenaw County.

Proposals would be submitted through the formal county RFP process, and reviewed by a committee including members of the CoC Funding review team, WHA, OCED, and WCCMH. Recommendations would then be brought to the CMH Board and BOC for final approval.

RFP Scope of Services:

The County will be soliciting proposals for contractual services in three categories based on three priority areas. Services to be funded should not supplant existing resources. Note the following table from the CMHAC recommendations:

Investment	Persons Served	Milestones, Expected Measures	Expected Lead, Partners, 3 year cost estimate
<p>Increase supportive housing services</p>	<ul style="list-style-type: none"> • Persons with MH/SUD issues who are homeless or housing insecure • Entire county 	<ul style="list-style-type: none"> • Fewer persons/families experience or are at risk of homelessness • Increase in person/family satisfaction • Fewer people in unnecessary levels of institutional care or criminal justice system 	<p>Lead: WHA</p> <p>Partners: Avalon, MAP, Ozone, Housing Commission, Delonis Center</p> <p>\$900K-1.2M</p>

- Crisis housing: The County is requesting proposals from service providers who can provide one or both of the following:
 - short-term housing for individuals in need of intensive behavioral health supports
 - short-term housing services for individuals in need of intensive behavioral health supports

These supports can be up to 90 days and are intended to provide stability and support to individuals and/or families in crisis to address social determinants of health and overall stability. Services should effectively bridge to the appropriate level of care outside of an institutional setting and work to reconnect individuals and families to previous stable housing. (20% or \$60,000 to \$80,000 available annually)

- Prevention/Stabilization: The County is requesting proposals from service providers to provide permanent supportive housing (PSH) services, with emphasis on supporting individuals with mental health issues through evidence-based practices to assist residents and their families with supports to improve housing stability, behavioral and physical health, employment, and school attendance. Proposals should note the services to be offered, and the connection PSH to preventing individuals from reengaging in mental health crisis. (50% or \$150,000 to \$200,000 available annually)
- Youth - Crisis, Prevention/Stabilization: The County is requesting proposals from service providers who provide supports directed to youth in either the crisis or prevention/stabilization category. Proposals should serve the population up to age 24. Proposals should address one or more of the following:
 - Emergency shelter
 - Housing-based case management



- short-term housing for individuals in need of intensive behavioral health supports

Note: These funds could support Former Foster Youth who opt-in to MDHHS case management without penalty. (30% or \$90,000 to \$120,000 available annually)

Application requirements: Organizations submitting proposals will provide the following information:

- Organization overview
- Description of services and timeline
- Note area or areas of focus and relationship to CMHAC recommendations
- Requested amount, and full programmatic budget
- Description of services to be delivered, those to be impacted, and related outputs and outcomes. Outputs and outcomes will be based on a combinations of those already established for housing and homelessness through the Coordinated Funding and/or Continuum of Care processes.
- Note any leverage, and/or partnerships and coordination
- Note relationship to broader efforts, Blueprint to End Homelessness, CoC goals and priority areas, goals of Youth Mapping Initiative, Washtenaw County Racial Equity Initiative, etc.

Timeline:

- October 2019 – OCED would begin distribution of the RFP and provide the following:
 - Release RFP (Oct. 9)
 - Voluntary pre-bid meeting (Oct. 28)
 - Q&A period for the proposal
 - At least 60 day period for submission – applications due Dec. 13
- November 2019 – review committee convened to review RFP and scoring rubric
 - Publication of FAQs based on pre-bid meeting and online questions submitted (Nov. 11)
 - WHA representative
 - CoC Funding review team representative
 - CMH representative
 - OCED representative
 - Community member
- December 2019/ January 2020
 - OCED reviews all applications for completeness and provides summary to committee along with scoring document and criteria (Dec. 20)
 - Committee will meet, review applications and make a recommendation for funding
 - OCED staff to present on behalf of committee recommendations to Millage Advisory Committee (MAC), CMH board and BOC for review Order would likely be:
 - MAC
 - CMH board
 - Board of Commissioners
- February 2020
 - Provide notice of funding to applicants
 - OCED executes contracts for all three service categories after formal approvals granted.

Reporting and ongoing funding expectations:

Any service provider receiving funding would be expected to provide reporting related to annual outputs/outcomes and benchmarks in accordance with the recommendations of the Millage Advisory Committee (MAC). Funding would be for a three-year period.

After the three-year grant period, a review will be conducted of grantee performance and the priorities set forth in this scope of services to affirm whether the initial three focus areas are still priorities based on community need.

Questions? Please contact Teresa Gillotti at gillottitm@washteanw.org or Morghan Williams Boydston at williams@washtenw.org.

Washtenaw County Community Mental Health
 Millage and CCBHC Grant Budget to Actuals
 For the Eight Months Ending August 31, 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	\$ 4,000,000	\$ 6,122,264	\$ 2,122,264
CCBHC Grant Revenue	1,713,210	1,142,140	835,942	(306,198)
TOTAL Operating Revenue	\$ 7,713,210	\$ 5,142,140	\$ 6,958,206	\$ 1,816,066
Operating Expenses				
Millage Expenses				
Salary	\$ 1,367,171	\$ 911,447	\$ 670,887	\$ (240,560)
Fringe	860,242	573,495	374,560	(198,935)
Contractors	2,500,000	1,666,667	182,271	(1,484,395)
Trainings	127,500	85,000	8,850	(76,150)
Operating Expenses	596,087	397,391	135,555	(261,836)
Fleet Charges	45,000	30,000	1,787	(28,213)
Client Care	80,000	53,333	3,382	(49,951)
Cost Allocation Plan	250,000	166,667	-	(166,667)
Furniture & Equipment	50,000	33,333	-	(33,333)
Depreciation Expense	10,000	6,667	-	(6,667)
Telephone	75,000	50,000	8,598	(41,402)
All Other Expenses	39,000	26,000	1,976	(24,024)
Total Millage Expenses	6,000,000	4,000,000	1,387,867	(2,612,133)
CCBHC Grant Expenses				
Salary	\$ 899,234	\$ 599,489	\$ 482,877	\$ (116,612)
Fringe	580,006	386,671	274,828	(111,843)
Trainings	25,526	17,017	-	(17,017)
Telephone	10,649	7,099	2,783	(4,316)
Operating Supplies	166,545	111,030	75,453	(35,577)
Client Care	31,250	20,833	-	(20,833)
Total CCBHC Expenses	1,713,210	1,142,140	835,942	(306,198)
TOTAL Operating Expenses	\$ 7,713,210	\$ 5,142,140	\$ 2,223,809	\$ (2,918,331)
Non-Operating Revenue & Expenses				
Millage Interest Revenue	\$ -	-	\$ 52,573	\$ 52,573
Revenue Over/(Under) Expenses	-	-	4,786,970.12	4,786,970.12