

**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)
WCCMH BUDGET-FINANCE COMMITTEE MEETING MINUTES
4135 Washtenaw Ave, Ann Arbor, MI
Learning Resource Center, Michigan Conference Room
May 13, 2019 2:00 pm**

MEMBERS PRESENT: C. Collins, N. Graebner, R. Jefferson, B. King, K. Scott, D. Strong

MEMBERS ABSENT: A. Dusbiber

STAFF PRESENT: M. Harding, R. Dornbos, N. Phelps, L. Gentz, H. Linky,
M. Tasker, T. Florence, R. Clark, A. Ellison, T. Cortes, S. Ray, S. Amos-
O'Neal

OTHERS PRESENT: K. Harmon, M. Creekmore, J. Martin, G. Nelson, G. Dill, L. Lutomski

C. Collins called the meeting to order at 2:00 P.M.

- I. Introductions
 - None
- II. Audience Participation
 - None
- III. Board Response to Audience Participation
 - None
- IV. Budget-Finance Committee Minutes and Actions from 4/8/19
 - Budget-Finance Committee Minutes and Actions of 4/8/19 were reviewed.
 - D. Strong stated that on the top of page 3 he mentioned previously that the task force update should not only include revenue but expenses as well.

MOTION BY D. STRONG SUPPORTED BY K. SCOTT TO APPROVE THE MINUTES AND ACTIONS FROM THE APRIL 8, 2019 BUDGET-FINANCE COMMITTEE MEETING WITH THE CORRECTIONS AS NOTED BY D. STRONG.

MOTION CARRIED

- V. Finance Status Reports
 - N. Phelps reviewed the financial status report for the month ending March 31, 2019.
 - Medicaid Enrollees were 32,856 in March 2019.
 - Healthy Michigan Enrollees in March 2019 were 16,242.

- Medicaid consumers served through March 2019 are 3,357. This is 196 more consumers served than the same period last year.
- ABA Waiver consumers served through March 2019 were 164. This is 27 more consumers served than the same period last year.
- General Fund consumers served through March 2019 are 640. This is 72 more consumer served than the same period last year.
- Healthy Michigan consumers served through March 2019 are 817. This is 1 more consumers served than the same period last year.
- CLS costs to date are \$13.0 Million. This is \$152,000 under budget.
- Community Inpatient costs to date total \$3.3 Million. This is \$600,000 over budget.
- Licensed Residential costs to date are \$5.5 Million. This is \$199,000 under budget.
- Applied Behavior Analysis/Autism service costs to date are \$1.7 Million. This is \$288,000 over budget.
- Medicaid, Healthy Michigan and Autism funds are on budget.
- Financial performance by funding source:
 - Medicaid is showing a deficit of \$3.7 Million.
 - Healthy Michigan is showing a deficit of \$2.0 Million.
 - State General Funds is showing a deficit of \$211,000.
 - Local Funds are showing a surplus of \$81,000 through March 2019.
- WCCMH currently has no fund balance available for fiscal year 2019.

MOTION BY B. KING SUPPORTED BY D. STRONG TO APPROVE THE FINANCIAL STATUS REPORT THROUGH MARCH 2019.

MOTION CARRIED

VI. Contracts and Leases

- PCE Systems
 - This contract is to provide support for the CARES system for the period of April 1, 2019 – September 30, 2019.
- Genesee Lake School
 - This contract is to provide licensed residential services for the period of May 1, 2019 – September 30, 2019.

MOTION BY D. STRONG SUPPORTED BY K. SCOTT TO APPROVE THE CONTRACTS AND LEASES AS PRESENTED.

MOTION CARRIED

VII. Executive Director Contract Authorizations

- U.S. Transport Service
 - This contract is to utilize a specialized transport service to transport company to transport the youth safely. This is for a period of May 1, 2019– September 30, 2019.

MOTION BY D. STRONG SUPPORTED BY N. GRAEBNER TO APPROVE THE EXECUTIVE DIRECTOR CONTRACT AUTHORIZATIONS AS PRESENTED

MOTION CARRIED

VIII. Regional Finance Update

- T. Cortes provided a regional update regarding FY2020 Medicaid rate development.

IX. Old Business

- FY 2018 Year-End Audits Update
- N. Phelps stated that the financial audit has been finalized and will be an agenda item for presentation at the June meeting.
- Board agenda for May meeting will include have a formal acknowledgement as recommended by the Budget-Finance Committee regarding the use of CMH fund balance and general fund appropriation from the County.

X. New Business

- CCBHC – Millage Advisory Committee (MAC) Finance Discussion. L. Gentz stated the first meeting will be on June 10th.
- FY2019 Projections were discussed by N. Phelps. The second quarter forecasting report was distributed which shows full year projections for key areas of the budget. She mentioned Community Inpatient is projecting to be \$1.4 Million over budget. At the combined Program-Quality and Budget-Finance meeting in June, inpatient hospitalization will be discussed in detail.
- K. Scott inquired about the status on the FY 2020 budget. T. Cortes stated that Milliman, the actuary used for Medicaid rate development, will be doing a site visit with WCCMH and the PIHP to understand more about costs and service delivery. The system is hoping to receive preliminary rates by the end of June.
- L. Gentz presented a 31n grant opportunity to provide mild to moderate mental health services in one school district with high needs. The millage could be utilized to provide a local match, however, with the tight deadlines, the purpose of this presentation was to make the board aware of the program while management continues to learn more about the opportunity and if it is feasible.

XI. Items for Future Discussions

- Future grants process

XII. Meeting adjourned at 3:01 pm.