K. Walker called the meeting to order at 3:05 P.M.

I. Introductions
   - L. Lutomski from Synod introduced her intern Lindsey to the committee.

II. Audience Participation
   - None

III. Board Response to Audience Participation
   - None

IV. Budget-Finance and Program-Quality Committee Combined Minutes and Actions from 9/9/19
   - Budget-Finance Committee and Program-Quality Combined Minutes and Actions of 9/9/19 were reviewed.

MOTION BY N. GRABNER SUPPORTED BY S. ANTONOW TO APPROVE THE MINUTES AND ACTIONS FROM THE SEPTEMBER 9, 2019 BUDGET-FINANCE AND PROGRAM-QUALITY COMMITTEE COMBINED MEETING AS PRESENTED.

MOTION CARRIED

V. Discussion Items
   - Organizations Update
     - T. Cortes discussed the staffing changes at the Region.
       - J. Colaianne who was the previous Chief Operating Officer (COO) and interim Chief Executive Officer (CEO) has been appointed to the CEO position.
       - The COO position will be posted soon.
       - The Regional Chief Finance Officer (CFO) has resigned so this position will be posted soon.
     - T. Cortes stated that the budget for CMH was passed and with the new budget a few people have been taking over for the vacated positions.
       - S Antonow asked how many staff were let go or transitioned to another position. T. Cortes stated that 12 full-time and/or contracted staff from Administration were affected.
- The data reporter contract was terminated. This staff had 18 years of experience and is training new staff to learn this. She stressed that this will take some time and that staff will do their best to get the information to the board.
- The Performance Improvement (PI) Department went from 2 full-time staff to 1 full-time staff.
- The full-time electronic health record staff will be retiring so the 1 full time staff from PI went to this position.

VI. Old Business
- Performance Metrics Discussion
  - L. Higle discussed the 2 documents that were distributed at the meeting.
  - The monthly management report is reviewed regularly with the staff and the internal report is being looked at in house monthly.
  - Request to look at monitoring case load sizes
  - B. King requested input from the consumers, providers and employees.
  - T. Cortes stated that the Consumer Advisory Council (CAC) reports to the CMH Board quarterly. The provider network meets quarterly and reports out to WCCMH Management.
  - B. King requested a staff satisfaction survey so that the board can hear what the employee satisfaction is with the organization.
  - Suggestion to have access to self-care within the clinical environment with employees.
  - T. Cortes mentioned that the County is working on this as a department and will bring this forward once it is done.
  - Suggestion to look at the hospital satisfaction surveys to see if anything would be relevant to CMH staff.
  - Suggestion to have productivity on the report along with benchmarking with the region.
  - Request to bring provider network dashboard to the CMH Board for review.

VII. New Business
- CCBHC Update
  - T. Cortes stated that the CCBHC is looking into having 2 additional states added as distribution states, with Michigan possibly being one of these states.
  - Michigan Department of Health & Human Services (MDHHS) reached out to the certified sites to inquire on interest to become a distribution site. Additional funding would be coming to the actual sites and not through the region.
  - The would allow WCCMH to expand access to people without regard to their insurance or the symptoms.
  - Reminder that WCCMH is already is an expansion site so the organization is already doing the requirements for CCBHC which would make for an easy transition.

VIII. Items for Future Discussions
- Rehman Financial Analysis
- Community Living Supports funding model/utilization
- Review program performance indicators

IX. Meeting adjourned at 3:51 pm.