

EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

August 22, 2005 - 4:30 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

PRESENT: Ken Lautzenheiser, Chair; Dan Alonzi; Brian Calley; Debbie De Leon; Bob Johnson; Gail Mahoney; Ken Ponds; Bob Showers; Ralph Tillotson

ABSENT: Ross Fulton

STAFF: Robin Reynolds, Executive Director; Mary Kronquist, Assistant Director; Gerrie Roeser, Finance Manager; Lori Griffin, Executive Secretary

GUEST: Bruce Hindenach, CDRS

CALL TO ORDER

Chairman Lautzenheiser called the meeting to order at 4:33 p.m.

APPROVAL OF THE MINUTES OF JUNE 27, 2005 AND JULY 25, 2005

Mr. Showers moved approval of the Minutes of June 27, 2005 and July 25, 2005 as written. Ms. Mahoney supported the motion. The motion carried.

At this time, Mr. Lautzenheiser introduced Commissioner Brian Calley, the new representative from Ionia County. All present introduced themselves.

APPROVAL OF THE AGENDA

Ms. Reynolds added under New Business, Item H, Ingham County Health Department Funding Proposal.

Mr. Tillotson moved approval of the Agenda with the addition. Mr. Johnson supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Treasurer's Report for July 2005 **Community Grant and PA2**

Ms. Roeser began with the Bills to be Approved, reflected in general checks 13185 through 13294, and ACH 234 through 257, totaling \$658,512.93. She noted some significant expenses as follows:

- Several checks to Career Quest were for temporary office help
- Checks 13189, 13190, 13224, 13225, 13229, 13230, and 13238 to various newspapers were advertising for the Public Hearing held in June
- Check 13235 to Doak Bloss was payment for the Retreat held in March
- Check 13237 to CDW was computer supplies
- Check 13239 to Advance Insurance Markets was director's insurance annual renewal
- Check 13240 to Foote & Lloyd was for the audit for the period ending 9/30/04; year one of a three year contract
- Check 13243 to LifeWays was the 4th quarter payment for Emergent Detox program
- Check 13253 to FIA was the MPCB contribution for Lenawee County
- Check 13283 to the Lenawee County Treasurer was payment for the juvenile in-home program April through June 2005

Ms. Roeser reported from the Balance Sheet, Total Revenues for the month of \$844,618.67 and \$7,476,229.62 year-to-date, which is an 83.62% receivable. She also reported that with the receipt of the Jackson County PA2 funds, all counties are now in. She also noted that ABW is low and hard to predict. She added it is her expectation that we will be approximately \$13,000 under budget, which will be paid out of block grant funds. For the Administrative budget, Ms. Roeser reported Total Expenses of \$90,625.56 for the month and \$750,428.26, which is 81.08% spend down. Ms. Roeser reported other expenses as follows: State & PA2 Funded Subcontracts totaled \$628,581.86 for the month and \$5,338,522.70 year-to-date; Other Subcontracts totaled \$64,688.65 for July and \$449,744.22 year-to-date; Total Expenses of \$783,896.07 for the month and \$6,541,177.68 year-to-date, resulting in Net Income of \$60,722.60 for July and \$935,051.94 year-to-date. On the Balance Sheet, Ms. Roeser reported Total Assets and Liabilities & Capital of \$4,575,720.44, and on the Statement of Cash flow, she noted the Beginning Balance of \$(3,940,767.53), the Ending Balance of \$4,127,037.31, resulting in a Net Increase in Cash of \$186,269.78 for July and \$(318,222.80) year-to-date.

Medicaid

Ms. Roeser reported the Bills to be Approved, reflected in checks 2922 through 2955, and totaled \$164,729.92. On the Balance Sheet, she reported Total Revenues for the month of \$192,115.11 and \$1,878,052.67 year-to-date; Total Expenses of \$164,729.92 for the month and \$1,638,740.00, resulting in Net Income of \$27,385.19 for July and \$239,312.67 year-to-date. Ms. Roeser next reported on the Balance Sheet, Total Assets and Liabilities & Capital of \$259,059.40, and on the Statement of Cash Flow, the Beginning Balance of (\$362,889.17), the Ending Balance of \$390,274.36, for a Net Increase in Cash of \$27,385.19.

On the Medicaid PIHP Report, Ms. Roeser noted the balances as follows:

- CEI \$17,079.48 for July and \$149,385.43 year-to-date
- LifeWays \$(19,745.69) for July and \$(27,199.22) year-to-date
- Venture-Calhoun \$2,696.08 for July and \$(58,920.49) year-to-date
- Washtenaw \$1,361.96 for July and \$32,466.75 year-to-date

She also reported the following:

- PEPM received to-date of \$1,874,088.99
- FY 03/04 savings applied of \$61,310.00
- Interest earned to-date of \$4,264.26
- Services to-date of \$1,508,180.90
- AAR services to-date of \$144,083.30
- Administrative services to-date of \$191,666.58

Overall balance year-to-date of \$95,732.47

Ms. Reynolds reported she had contacted Venture at the Board's request, and that she had not yet received the figures asked for, and expected to have that information for the September meeting.

Ms. Mahoney moved to accept the Treasurer's Report as presented. Ms. De Leon supported the motion.

Mr. Lautzenheiser asked about LifeWays and whether their situation should be cause for concern. Ms. Reynolds responded that they hold the ISF, and that she would contact Nancy Miller. She also noted that CEI has indicated some of their excess can be applied to other PIHP's if necessary. Mr. Tillotson noted that even if CEI has said they will share, it doesn't mean the dollars should be used. He added the PIHP's need to show financial responsibility for their business. Ms. Mahoney noted that it isn't the PIHP's fault they are overspent; it is mandated to serve all Medicaid clients who present for services, and that LifeWays, CEI and Venture have agreed to pool their dollars whereas Washtenaw did not. Ms. Roeser also noted that when the reallocations were done last year, it is her belief that Calhoun County didn't get their fair share, plus some of the services being billed for are mandated this year, whereas they were not last year, which accounts for some of the increase. Mr. Johnson asked where the data came from that was used to figure the allocation last year. Ms. Reynolds responded all the coordinating agencies supply the data, and then an actuary is used by the State. Mr. Tillotson asked for staff to submit the number of clients served in each county for next month's meeting.

Vote was called on the motion. The motion carried.

B. CEI/CMH Intensive Case Management Funding 05/06

Ms. Reynolds stated this is a continuation funding request for a case management position at CEI, which was funded at .75 FTE last year. She added it is being requested to move to a 1.0 FTE in order to expand services to reach families in crisis. Ms. Reynolds added the Program Development Committee reviewed the proposal and recommend its approval in the amount of \$77,258 of Ingham County PA2 funds.

Mr. Showers moved to recommend to the full Commission approval of the CEI/CMH Case Management proposal for a total of \$77,258, paid from Ingham County PA2 funds. Ms. De Leon supported the motion.

Mr. Johnson asked about CEI and their issues with outpatient services, which were discussed at a joint meeting earlier in the year. Ms. Reynolds replied that it appears that CEI will accept our rates and take the loss. She explained that after exploring different options, Mid-South is unable to pay a rate CEI wanted. She also noted that a significant amount CEI pays with mental health dollars pays for clients who have co-occurring issues, so CEI will develop a budget with this fact in mind.

Vote called on the motion. The motion carried.

C. CEI/CMH Homeless Treatment Outreach Funding 05/06

Ms. Reynolds stated this, too, is a continuation funding request. She reported this program has been very successful in providing services to the homeless population in Ingham County, serving approximately 200 unique clients each year. Ms. Reynolds stated the Program Development Committee reviewed the proposal and recommend its approval in the amount of \$81,002 of Ingham County PA2 funds.

Ms. Mahoney moved to recommend to the full Commission approval of the CEI/CMH Homeless Treatment Outreach proposal for a total of \$81,002, paid from Ingham County PA2 funds. Mr. Ponds supported the motion. The motion carried.

D. Ionia CMH Case Management/Jail Diversion Funding 05/06

Ms. Reynolds reported this proposal seeks to continue to provide co-occurring case management services with a .5 FTE position. She added that this year, the program will focus on individuals who are incarcerated or at risk for incarceration, and the funding will supplement the jail diversion program currently funded by Ionia CMH. Ms. Reynolds also noted that the Program Development Committee reviewed the proposal and recommends its approval in the amount of \$29,682 of MDCH funding.

Mr. Calley moved to recommend to the full Commission approval of the Ionia CMH Case Management/Jail Diversion funding proposal for a total of \$29,682, paid from MDCH funds. Mr. Alonzi supported the motion. The motion carried.

E. Newaygo CMH Co-Occurring Case Management Funding 05/06

Ms. Reynolds stated this request for continuation funding will provide co-occurring case management services with a .5 FTE, to persons dually diagnosed with substance abuse and mental health disorders. She added the Program Development Committee reviewed this proposal and recommend its approval in the amount of \$36,601 of MDCH funding.

Mr. Tillotson moved to recommend to the full Commission approval of the Newaygo CMH Co-Occurring Case Management funding proposal for a total of \$36,601, paid from MDCH funds. Mr. Showers supported the motion. The motion carried.

F. Barry-Eaton Health Department Community/Courts Services Funding 05/06

Ms. Reynolds stated this is also a continuation funding request, for the Eaton County Drug Court programs. She noted the program will expand this year, and that some additional funding was received to use for the program. Ms. Reynolds added that the request is for \$145,600 of Eaton County PA2 funds, and although there is a small deficit in Eaton's PA2 funds, prevention expenses may be lower and some other movement of funds will occur to cover the deficit. Ms. Reynolds also commended the program on securing outside funding, which totaled \$46,812. Lastly, Ms. Reynolds reported the Program Development Committee reviewed this proposal and recommend its approval in the amount of \$145,600 of Eaton County PA2 funds.

Mr. Johnson moved to recommend to the full Commission approval of the ESAP Community & Court Services proposal for a total of \$145,600, paid from Eaton County PA2 funds. Mr. Tillotson supported the motion. The motion carried.

G. Psychological Consultants/37th Circuit Court Relapse Prevention Funding

Ms. Reynolds stated this is another continuation funding proposal which provides relapse prevention services to clients under the 37th Circuit Court Probation. She indicated it is expected this year they will serve 95 clients and provide 80 groups with the \$13,500 requested. Ms. Reynolds also stated the Program Development Committee reviewed the proposal and recommend it be approved in the amount of \$13,500 of Calhoun County PA2 funds.

Mr. Ponds moved to recommend to the full Commission approval of the Psychological Consultants/37th Circuit Court Relapse Prevention funding proposal for a total of \$13,500, paid from Calhoun County PA2 funds. Ms. De Leon supported the motion. The motion carried.

H. Ingham County Health Department Health Clinic Program

Ms. Reynolds reported this program has been operational for two years, and was originally funded with a public health grant. She stated it provides case management services at four Ingham County Health Department clinics with staff from CDRS. She continued by stating the grant period ended on July 30th, and while work continues with Medicaid to secure additional funding, the request is to allocate Mid-South's \$20,000 share now so that there will be no break in services to the clients.

Ms. De Leon moved to recommend to the full Commission approval of the Ingham County Health Department Health Clinic proposal for a total of \$20,000, paid from Ingham County PA2 funds. Ms. Mahoney supported the motion. The motion carried.

OLD BUSINESS

There was no Old Business brought before the Committee.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 5:36 p.m.

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