

EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

February 28, 2005 - 4:30 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

M I N U T E S

PRESENT: Dan Alonzi; Ken Lautzenheiser; Lisa McCafferty; Bob Showers; Ralph Tillotson

ABSENT: Gail Mahoney, Chair; Debbie De Leon; Bob Johnson; Ken Ponds; Tim Purcell

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

CALL TO ORDER

The meeting was called to order by Mr. Showers at 4:38 p.m. without quorum.

APPROVAL OF THE MINUTES OF JANUARY 24, 2005

Mr. Tillotson moved approval of the Minutes of January 24, 2005 as presented. Ms. McCafferty supported the motion. The motion carried.

ADDITIONS TO THE AGENDA

There were no additions to the Agenda

Mr. Lautzenheiser moved approval of the Agenda as printed. Mr. Tillotson supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Treasurer's Report for January 2005

Community Grant & PA2

Ms. Roeser began with the Bills to be Approved, noting they are reflected on general checks 12690 through 12792 and payroll checks ACH083 through ACH108 and total \$748,682.38. She noted some significant checks as follows:

- 12695 for \$12,500 to Lenawee County Treasurer for the In-Home Therapy program;
- 12721 was voided

- there are several 03/04 payables
- 12698 for \$2,500 was payment for the remainder of the Teen Court contract
- 12729-12739 are drug court reimbursements for 03/04
- 12740-12745 are Synar reimbursements for 03/04
- 12746-12760 are payments to coordinating agencies for tobacco compliance checks, for which Mid-South is fiduciary.

On the Income Statement, Ms. Roeser reported Total Revenues for the month of \$563,133.84 and \$2,289,011.01 year-to-date. She also noted receipt of Hillsdale County's PA2 payment. For the CA, Ms. Roeser reported Total Expenses for the month of \$64,614.43 and \$289,925.78, which is a 31.24% spend down. She added there were no expenses to report for PA2 Other. For State and PA2 Funded Subcontracts, Total Expenses for the month were \$599,863.98 and \$2,255,728.36, which is a 31.21% spend down. Ms. Roeser reported some providers are over expended as follows:

- Bridgeway-Hillsdale at 75.71% spent for the dual diagnosis component; overall they are at 34%;
- Bridgeway-Jackson at 65.80% in the dual diagnosis; overall at 39%
- Washington Way outpatient is at 49.92%, with residential approximately 10% higher than it should be;
- Child & Family Services overall are at 35%, with their BSAS at 12.9% and PA2 at 46%;
- Cristo Rey is 10% higher overall
- CSATP-G-14 Methadone for Eaton County is 100% spent due to high number of clients;
- CSATP-HOC detox is 8% spent as they were slow getting up and running; billings are expected to start coming in
- FSCA's Nexgen program is at zero as they are having difficulty filling a vacant staff position.
- Our Hope has not expended any funds as they are not contracting with Mid-South; funding will be redirected at the six month review time.

Ms. Roeser reported Other Subcontracts expenses for the month were \$33,751.03 and \$143,430.12 year-to-date. She continued, reporting Total Expenses for the month of \$698,239.44 and \$2,689,084.26, and Net Income for the month of \$(135,105.60) and year-to-date of \$(400,073.25). On the Balance Sheet, Ms. Roeser reported Total Assets and Liabilities & Capital of \$3,322,187.01, and on the Statement of Cash Flow, she noted the Beginning Balance of \$(3,225,018.99), the Ending Balance of \$3,252,428.29, which resulted in a Net Increase in Cash of \$27,409.50.

Medicaid

On the Medicaid Bills to be Approved, Ms. Roeser noted they are reflected in checks 2693 through 2753 and totaled \$327,627.76. She noted checks 2693 through 2712 were final Medicaid payables for FY 03/04; checks 2727 through 2748 were Medicaid drug court payables which were reimbursed. On the Balance Sheet, Ms. Roeser reported Total Revenues for the month of \$196,665.81 and \$720,184.61 year-to-date, Total Expenses of \$157,605.37 and \$519,182.81 year-to-date, which resulted in Net Income for the month of \$39,060.44, and \$201,001.80 year-to-date. Ms. Roeser continued to the Balance Sheet, noting Total Assets and Liabilities & Capital of \$283,833.36, and on the Statement of Cash Flow, she noted the Beginning Balance of \$(462,959.38), the Ending Balance of \$347,710.35, which resulted in a Net Decrease in Cash of \$(115,249.03).

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

- CEI \$21,955.18
- LifeWays \$(2,243.06)
- Venture \$(23,620.41)
- Washtenaw \$12,839.58

Ms. Roeser reported other totals as follows:

- PEPM received YTD \$719,096.60
- YTD Interest Earned of \$1,487.69
- Services paid out of \$(577,353.00)
- CDR Services of \$(57,633.32)
- Administrative services of \$(76,666.68)

Overall balance of \$8,931.29.

In response to Mr. Lautzenheiser's question of any potential problem areas, Ms. Roeser responded discussions are ongoing with Venture about their negative balance, reminding everyone these figures is comparisons to last year's draw downs. She added it is expected that LifeWays will allow use of their savings as they did last year.

Mr. Lautzenheiser moved the report as being received.

B. Ionia RFP

Ms. Reynolds stated two proposals were received in response to letting the RFP for treatment services in Ionia County; from Human Aid and Ionia Community Mental Health. She reported that the Program Development Committee reviewed the recommendation from the RFP Review Committee, and they will be recommending the RFP be awarded to Human Aid. Ms. Reynolds stated out of a total score of 431, Human Aid scored 306 while Ionia CMH scored 167. She added that Ionia CMH is a current provider and will remain so. Ms. Reynolds also stated that approximately \$45,000 will be allocated for the remainder of this fiscal year to Human Aid, which is what is unspent from Life Guidance Services, and approximately \$60,000 next year. She also noted this will be paid on a performance based agreement for the immediate future.

Mr. Alonzi questioned funding Human Aid when they were not awarded the prevention contract for Gratiot County due to an unacceptable proposal. Ms. Reynolds clarified that this was for prevention and that the staff is confident Human Aid will provide quality services in the area of treatment and they have extensive experience working in small, rural communities.

It was the consensus of members present to recommend the requested funding for Human Aid for the Ionia County RFP.

C. Lansing Teen Court Funding

Ms. Reynolds stated this proposal is different from the one reviewed two months ago, and that it had been reviewed by the Program Development Committee. She reported they are seeking new funding in the amount of \$28,000 for a case manager to work with respondents and their families. She added that Mid-South already provides \$25,000 to the Teen Court. Ms. Reynolds noted one of the main questions members have had is how much of the Teen Court's services are for substance abuse as versus other issues. She reported that of 233 cases referred last year, 138 were accepted into

the Teen Court, and of the 138, 42 or 30% were referred for a substance abuse assessment. Ms. Reynolds continued by stating if the new request is granted, Mid-South would represent approximately 49% of the total budget for the program, which could or could not increase the number of youth being referred for a substance abuse assessment. Ms. Reynolds reported other funding sources for the Teen Court are the City of Lansing, \$25,000; United Way \$25,678; fees of \$2,800 and the Mayor's Drug Free Youth Task Force, \$2,500. Ms. Reynolds also stated the Program Development Committee did approve this request at their last meeting, although it was not a unanimous vote.

Ms. Reynolds reported that currently, the Ingham County PA2 account has a balance of \$71,000, and one issue is if \$28,000 is taken to fund this proposal, the balance will be less than \$50,000, and Ingham County is already spending more than what is coming in, which she explained is due to the large surplus balance the account had in past years, which has slowly been drawn down. She added that Ingham County will have to look closely at what they fund with their PA2 dollars, possibly having to make cuts in some areas. Ms. Reynolds also noted the courts do not provide any funding for this program and that fees collected from respondents for this program are very low. Discussion ensued for quite some time. Ms. Reynolds stated the staff recommendation is that although it is a good program. Mid-South should not be providing 49% of its budget as all of the youth in the program are not involved with substance abuse.

Mr. Alonzi moved approval of \$14,000 for the Lansing Teen Court, paid from Ingham County PA2 funds, if matching funds from the Court are secured, specifying the funds not be "in-kind". Members agreed to this proposal.

D. Prevention Strategic Plan-Prevention Budgets

Ms. Reynolds stated this agenda item is before the Committee again, as last month only the training dollars were approved. She further explained that questions remained outstanding regarding the individual county implementation plans. She continued by noting some members had occasion to review those plans. Ms. Reynolds stated the total dollars for allocation to the prevention providers is \$1,685,402, plus \$45,000 in methamphetamine funding, bringing the total to \$1,730,402. Ms. Reynolds noted that the providers have been getting paid during this review process. Mr. Tillotson asked about available training dollars. Ms. Reynolds responded they will be sent back to the counties to be used for capacity building by the Coalitions rather than training for individuals.

Members agreed for approval of the prevention budgets as submitted.

OLD BUSINESS

There was no Old Business brought before the Committee

ADJOURNMENT

The meeting adjourned at 5:51 p.m.

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