

EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

August 23, 2004 - 4:30 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

PRESENT: Gail Mahoney, Chair; Dan Alonzi; Bob Johnson; Bob Showers; Tom Minter;
Ralph Tillotson; Lisa McCafferty; Maxine Vanlerberg

ABSENT: Mary Balberde; Ken Ponds

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

GUESTS: Bruce Hindenach, CDRS; Donald Wolosuk

CALL TO ORDER

Chairperson Mahoney called the meeting to order at 4:40 p.m.

APPROVAL OF THE MINUTES OF JUNE 28, 2004

Mr. Showers moved approval of the Minutes of June 28, 2004 as presented. Ms. Vanlerberg supported the motion. The motion carried.

ADDITIONS TO THE AGENDA

There were no additions or deletions from the Agenda.

Mr. Alonzi moved acceptance of the Agenda as printed. Mr. Johnson supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Treasurer's Report for July 2004 Community Grant & PA2

Ms. Roeser reported the Bills to be Approved are reflected in general checks 12221

through 12298 and payroll checks 4056 through 4081 and total \$822,272.94. She noted some significant checks as follows: checks 12223 and 12224 were voided due to errors, check 12252 had an incorrect amount and was reissued on check 12281, 12256 was also incorrect and reissued on check 12282. She also noted the checks written to various newspapers are for public hearing advertising, check 12239 to Cohl & Stoker is for legal fees related to the NCA cash advance, and 12284 to Foote & Lloyd is for the annual audit.

On the Income Statement, Ms. Roeser reported Total Revenues for the month of \$197,532.53 and \$6,100,355.61 year-to-date. She noted the monthly amount is low due to late receipt of the state reimbursement check. She also reported the Eaton County PA2 dollars were received, leaving only Ionia outstanding. For CA Administration, Ms. Roeser reported Total Expenses of \$81,122.53 for the month and \$735,853.33 year-to-date. Under PA2 Other, Ms. Roeser reported the credit of \$27,066.78 was due to the amendment last month for the prevention grant, and moving it under State Agreement as it was paid with state dollars. She continued by reporting expenses for State & PA2 Funded Sub-contracts of \$768,759.26 for the month and \$5,401,577.63 year-to-date, which is a 73.46% spend down. Ms. Roeser noted that several ABW budgets are over spent, adding they will be paid. She added the August payment was received and the total year-to-date equals the entire budgeted amount. She stated her confidence we will break even. Ms. Roeser continued, noting Total Expenses for the month of \$828,652.19 and \$6,504,531.64 year-to-date, resulting in Net Income of \$(631,119.66) for the month and \$(404,176.03) year-to-date. On the Balance Sheet, Ms. Roeser reported Total Assets and Liabilities & Capital of \$4,142,943.55. On the Statement of Cash Flow she noted the Beginning Balance of \$(4,579,408.67), the Ending Balance of \$3,956,179.86, resulting in a Net Decrease in Cash of \$(623,228.81).

Medicaid

Ms. Roeser reported the Bills to be Approved are reflected in checks 2505 through 2536 and total \$162,521.94, with no significant expenditures noted. On the Income Statement, she noted Total Revenues of \$221,772.65 for the month and \$2,151,975.41 year-to-date, Total Expenses of \$162,521.94 for the month and \$1,665,229.76 year-to-date, resulting in Net Income of \$59,250.71 for the month. On the Balance Sheet, Ms. Roeser reported Total Assets and Liabilities & Capital of \$492,495.72. She continued with the Statement of Cash Flow, showing a Beginning Balance of \$(527,064.20), an Ending Balance of \$583,841.91, which resulted in a Net Increase in Cash of \$56,777.71.

Ms. Roeser reported next on the Medicaid PHP Second Quarter Report, noting a balance for CEI of \$148,523.85, LifeWays balance of \$3,533.15, Venture-Calhoun balance of \$(20,678.15), Venture-Berrien zeroed out, and Washtenaw's balance of \$4,904.76, resulting in an overall balance of \$128,026.00.

Mr. Showers moved to accept the Treasurer's Report as presented. Ms. Vanlerberg supported the motion.

Responding to Mr. Gould's observation that Venture-Calhoun has a negative balance, Ms. Reynolds stated staff is working with them regarding repayment to Mid-South, and also working with MDCH and the PIHP Affiliations on using a pooled funding situation where funding could be used in the region where needed. In response to Mr. Alonzi's question of whether the PIHP's are aware of the pooled funding issue, Ms. Reynolds stated they are, and that as a result of a meeting among the affected PIHP's, language is being worked out to address who would bear risk.

Vote called on the motion. The motion carried.

B. CEI Supplemental Funding Committee Report

Ms. Reynolds reported this Committee met two times, to review documentation gathered by Mid-South staff to support CEI's request for supplemental funding due to a large amount of unpaid claims they allegedly have. Ms. Reynolds stated that as a result of staff gathering information, only \$37,477 could be documented as appropriately denied claims. After a thorough review, she reported it is the recommendation of this Committee that CEI be granted a supplemental payment in the amount of \$5,207, \$4,051 of Medicaid and \$1,156 of PA2 dollars (\$997 of Ingham, \$44 of Eaton and \$115 of Clinton).

Mr. Tillotson moved to recommend to the full Commission that CEI be granted a supplemental payment in the amount of \$5,207; \$4,051 of Medicaid and \$1,156 of PA2 (\$997 Ingham, \$44 Eaton and \$115 Clinton). Mr. Minter supported the motion.

Mr. Johnson asked if CEI's Director had any reaction on his agency's ability to continue providing services. Ms. Reynolds responded CEI is looking at this issue at this time.

Vote called on the motion. The motion carried.

C. PA 2 Attorney General Letter

Ms. Reynolds stated that due to one CA not receiving its share of the PA2 dollars, a letter was sent to the state Attorney General questioning whether the counties have to forward half of their PA2 revenues to the Coordinating Agencies (they do), and whether any PA2 funding can be used for CA administration (they cannot). Also coming from the response from the Attorney General was a question on the use of PA2 funds for approved service programs (licensed programs) only. While the State waits for clarification on this, Ms. Reynolds stated the two funding requests from DARE were tabled by the Program Development Committee, as both are not licensed substance abuse providers. She added that both of the DARE proposals would be brought before the Commission once the questions are answered.

D. County Per Capita Spending Report

Ms. Reynolds stated this report is for information. She added that the Commission attempts keep spending close to the per capita. Ms. Roeser explained how to interpret this report.

E. Mid-South Regional Sliding Fee Scale

Ms. Kronquist stated the regional sliding fee scale was revised. She reported new categories for services were added, and the percentage of co-pay was increased. In addition, she stated language was added to the policy that any full waiver from the scale for clients will need CA approval. Ms. Kronquist stated a work group was established which identified appropriate reasons for a full waiver or a partial waiver of the client fee. She noted there will be a form for the provider to submit for approval of the full waiver. Ms. Kronquist stated reasons for a full waiver of the fee would include homelessness, no income, incarceration or other special circumstances. For adolescents, reasons would include a lack of parental involvement or where there is no permission to bill an insurance company. For partial waivers, Ms. Kronquist stated the program director will need to decide, but a minimum fee of at least \$1.00 will be charged the client. She added that providers will submit a monthly log with their FSR to track the number of full and partial waivers granted.

Mr. Tillotson moved to recommend to the full Commission approval of the revised Regional Sliding Fee Scale. Mr. Alonzi supported the motion. The motion carried.

F. FY 2004/05 Specialty Program Budget Approval

1. Barry-Eaton HD/ESAP Drug Court Funding

Ms. Reynolds reported this request is for \$145,600 of Eaton County PA2 dollars to continue serving the Eaton County Drug Court Programs. She added they are expanding services with the 56-A District Court. Ms.

Reynolds stated the Program Development Committee reviewed this request and recommend it for funding.

Mr. Johnson moved the Barry-Eaton Health Department/ESAP Drug Court Funding request for \$145,600 of Eaton County PA2 dollars to the Commission for approval. Mr. Minter supported the motion. The motion carried.

2. Psychological Consultants Probation Program Funding

Ms. Reynolds stated this request is for \$13,500 of Calhoun County PA2 dollars to provide relapse prevention services to clients under the 37th Circuit Court Probation. She added that due to a freeze at the Court, they are unable to contribute \$1,500 as promised for this project. Ms. Reynolds stated the Program Development Committee recommends this for funding, adding they will be monitoring it closely to see how it is doing.

Mr. Minter moved the Psychological Consultants Probation Program funding request of \$13,500 in Calhoun County PA2 dollars to the full Commission for approval. Mr. Johnson supported the motion. The motion carried.

3. Ingham County Homeless Outreach Program Funding

Ms. Reynolds stated this request is for continuation of the homeless program, asking for \$82,866 in Ingham County PA2 dollars. She reported this program has been very successful, and the Program Development Committee recommends it for continuation funding.

Mr. Minter moved the Ingham County Homeless Proposal for a total of \$82,866 of Ingham County PA2 dollars, to the full Commission for approval. Ms. Vanlerberg supported the motion. The motion carried.

4. CEI/CMH Co-Occurring Case Management Funding

Ms. Reynolds stated this request is for continuation of the Client Services Specialist at CEI. She added the request was for \$86,134 of Ingham County PA2 dollars. She also stated that there are not sufficient PA2 funds available to fully fund it, thus the recommendation from the Program Development Committee to fund the position at a .5 FTE for \$42,800. Ms. Reynolds also noted that some decisions will need to be made on what to fund and what not to fund because of the limited Ingham County PA2 dollars. She also added that other Mid-South CMH partners are receiving funds for a .5 FTE case management position for co-occurring disorders.

Mr. Alonzi moved the CEI/CMH Co-Occurring Case Management Funding request, for a total of \$42,800 of Ingham County PA2 funds, to the full

Commission for approval. Mr. Minter supported the motion. The motion carried.

5. Ionia CMH Co-Occurring Case Management Funding

Ms. Reynolds stated this request is also for continuation funding, providing co-occurring case management services in Ionia County. She noted the request was for \$38,705, but noted last year it was funded for a half year at \$14,000. She also stated the fringe benefits and salary appeared high for the position compared to last year. She added the Program Development Committee recommends funding in the amount of \$29,682, paid from MDCH funding.

Ms. McCafferty moved the Ionia CMH Co-Occurring Case Management funding request for \$29,682 of MDCH funding, to the full Commission for approval. Mr. Showers supported the motion. The motion carried.

6. FSCA Nexgen Outreach Funding

Ms. Reynolds noted this, too, is continuation funding, asking for \$39,231, \$19,913 of Jackson PA2 and \$19,318 MDCH funding. She continued by stating there is not sufficient MDCH funding to grant the full request, so the Program Development Committee is recommending \$33,363 (\$23,863 Jackson PA2 and \$9,500 MDCH).

Mr. Tillotson moved the FSCA Nexgen Outreach proposal for a total of \$33,363 (\$23,863 Jackson PA2 and \$9,500 MDCH) to the full Commission for approval. Ms. Vanlerberg supported the motion. The motion carried.

Ms. Reynolds reported that since the allocation letter for FY 2004/2005 has not yet been received, the budgets will be presented in September. She also reported that the MOE waiver was approved, so no more money will be lost.

OLD BUSINESS

Ms. McCafferty asked if the letter had been written to the state regarding the funding formula and the 15% hold back of PA2 funds had been sent. Ms. Reynolds stated it had not been.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 5:50 p.m.

