

EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

March 23, 2009 – 4:30 p.m.
Hilliard Building, 1st Floor Conference Room
121 E. Maple Street
Mason, Michigan

MINUTES

MEMBERS PRESENT: Ralph Tillotson, Chair; Joe Brehler; Brad Densmore; Debbie DeLeon; Lynn Mason; Earl Poleski; Robert Showers; Jan Bunting

MEMBERS ABSENT: Stan Nieboer

GUESTS: Jim VanDoren; Lisa McCafferty, Ionia Health Dept. /Ionia Alternate member

CALL TO ORDER

Mr. Tillotson called the meeting to order at 4:30 p.m.

APPROVAL OF THE MINUTES OF FEBRUARY 23, 2009

Ms. Mason moved approval of the minutes of February 23, 2009 as presented. Mr. Densmore supported the motion.

Mr. Poleski noted he was listed as present but was not. The minutes will be corrected.

Vote called on the motion. The motion carried.

ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions.

Mr. Poleski moved to accept the agenda as printed. Mr. Densmore supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Treasurer's Report for February 2009

Community Grant & PA2

- Bills to be approved total \$679,392.29
- Total Revenue \$514,171.15

All PA2 requested has been received. ABW extended to March 31st; budgets will be adjusted after mid-year reviews with providers.

- Total Expenditures \$694,317.95
- Net Income \$(180,146.80)
- Total Assets & Liabilities \$4,351,399.24
- Net Decrease in Cash \$(180,097.84)

Ms. Mason moved to recommend to the Commission approval of the Community Grant and PA2 portion of the Treasurer's Report. Mr. Densmore supported the motion. The motion carried.

Medicaid

- Bills to be approved total \$165,721.32
- Total Revenue \$202,255.08
- Total Expenditures \$166,111.48
- Net Income \$36,143.60
- Total Assets & Liabilities \$264,958.30
- Net Increase in Cash \$36,533.76

PIHP Report

- CEI ending balance \$40,168.17
- LifeWays ending balance \$(8,130.18)*
- Washtenaw ending balance \$17,484.19

* A total of \$4,772.58 was received from LifeWays for the January deficit. There is now a \$3,357.58 deficit for their balance. Staff will continue to update them and request reimbursement.

Mr. Showers moved to recommend to the Commission approval of the Medicaid portion of the Treasurer's Report. Mr. Poleski supported the motion. The motion carried.

B. Policies

Three policies were presented for review: Procurement/Purchasing, Cultural Competency, and Standardized Fee Scale. Mr. VanNorman briefly outlined changes as follows:

Procurement/Purchasing: Two policies were combined into one (administrative purchasing and contract services). Contains all required elements, including bid processes, delineation of appropriate processes, etc.)

Mr. Densmore commented on the section on the waiver process stating if the director waives something under the criteria, he would be more protected if he spoke with the board chair or another board member first. Mr. VanNorman agreed. Mr. Poleski commented on section 3.3 asking for a definition of “selective contracting”, noting he would want an award made to the lowest qualified bidder. Mr. VanNorman said it would be the best bidder based on scoring criteria. Verbiage will be added for a description of “best bidder” indicative of price and scoring.

Standardized Sliding Fee Scale: Revised is consistent with current policy.

Cultural Competence: Mostly cosmetic changes made to it; added a policy reference to Limited English Proficiency Policy.

Mr. VanNorman said these policies will be forwarded to the full Commission and voted on at the April meeting.

C. Methadone Programming

Mr. VanNorman reported CEI has provided 60 days notice of their intent to close the methadone program, effective May 31, 2009. He stated this is due to the difference between available resources and dollars needed to fund the program, which is approximately \$300,000 per year. Mr. VanNorman stated staff efforts now need to concentrate on finding a new provider and assuring a smooth transition of the approximate 120 methadone clients.

D. Birchtree Cottage

Mr. VanNorman stated this item is being discussed in hopes of retaining the existing detox services in the region, in Ingham County. He added the proposal is for \$178,112 for the remainder of the fiscal year. That amount consists of \$15,000 of Medicaid dollars, \$90,000 of Ingham County PA2 dollars, and \$73,112 of block grant dollars. If stimulus dollars are received from other participants, those would lower our participation. Mr. VanNorman also stated a total of \$45,000 of block grant dollars is being requested sought for the G-14 clinic to maintain services through May 31, 2009. Mr. VanNorman further stated another \$75,000 (\$15,000 of Ingham County PA2 and \$60,000 of block grant funding) would be needed through the end of the fiscal year for methadone services from the new contractor, provided one is identified and they have a facility as of June 1. Mr. VanNorman stated that with lapse PA2 dollars from last year, PA2 reserves, incoming PA2 dollars, and vacant positions at two CEI programs, sufficient funds would be available to cover the requests.

Ms. DeLeon moved to recommend to the Commission approval for staff to work with Victory Clinic for award of the methadone contract to meet Mid-South's regional needs, to approve a total of \$45,000 in block grant funds to maintain services at G-14 through May 31, 2009, and to approve \$75,000 (\$15,000 Ingham PA2 and \$60,000 block grant) for the new contractor through the end of the fiscal year. Mr. Poleski supported the motion. The motion carried.

Ms. DeLeon moved to recommend to the Commission to provide continued funding to Birchtree Cottage for detox services for the remainder of the fiscal year for a total of \$178,112 (\$15,000 Medicaid, \$90,000 Ingham PA2 and \$73,112 block grant). Mr. Densmore supported the motion.

Lengthy discussion ensued. Ms. Cates addressed questions on costs at the G-14 program.

Vote called on the motion. The motion carried.

OLD BUSINESS

A. Annual Report

Mr. Showers moved approval of the FY07/08 Annual Report as presented. Ms. DeLeon supported the motion. The motion carried.

LIMITED PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 5:42 p.m.