

MID-SOUTH SUBSTANCE ABUSE COMMISSION

August 28, 2006 – 6:00 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

PRESENT:

Dan Alonzi, Chairman
Joe Brehler
Brian Calley
Shirley Carter
Dale Copedge
Brad Densmore
Debbie De Leon
Ross Fulton
Jim Gallant
Jean Golden
Bob Johnson
Gail Mahoney
Bob Showers
Ralph Tillotson

ABSENT:

Kim Crowel
Allen Garbrecht
Ben Miller
Ken Ponds

CALL TO ORDER

Chairman Alonzi called the meeting to order at 6:00 p.m.

ROLL CALL

Mr. Showers called roll; 14 present and four absent. Two members arrived after roll call.

APPROVAL OF THE MINUTES OF JULY 24, 2006

Ms. Mahoney moved approval of the Minutes of July 24, 2006 as presented. Ms. Carter supported the motion.

Mr. Gallant questioned the Program Development Committee report which noted there was no quorum yet motions were made. Ms. Mahoney explained all of the items from that meeting were

GUESTS:

Bruce Hindenach, CDRS
Donald Wolosuk

STAFF:

Robin Reynolds, Executive Director
Mary Kronquist, Assistant Director
Gerrie Roeser, Finance Manager
Lori Griffin, Executive Secretary
Jeanne Diver, Quality Assurance Mgr.

formally approved by the full Commission since the Committee did not have quorum. Ms. Reynolds noted the recommendations from the committee were that: recommendations only.

Mr. Gallant also noted the request for his removal from the Commission and asked if there is opportunity to be heard since he did not have a chance to respond. Ms. Reynolds stated his opportunity to respond is not in this setting but with the Jackson County Board of Commissioners, since the request was made to them, via Mid-South's Executive Committee.

Vote was called on the motion. The motion carried.

APPROVAL OF THE AGENDA

Ms. Reynolds added to the Agenda items under New Business B, Project COPE; C, Breakout Drug Education; and under Executive Committee Report, #6, NCA Cash Advance.

Ms. Mahoney moved approval of the Agenda as amended. Mr. Densmore supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Director's Report-R. Reynolds, Executive Director

Ms. Reynolds noted a letter from ESAP thanking the Commission for review and approval of court program proposal; a letter dated August 24, 2006 to Becky Bennett in the Ingham County Board of Commissioners Office, requesting to have Jean Golden reappointed to the Commission; and a letter from Greg Snyder of Ionia CMH stating they will not contract with Mid-South in the upcoming fiscal year due to budget constraints.

Ms. Reynolds reported the allocation letter from the state for next year has not been received, but is expected soon. She added allocations will be provided at the September meeting for approval.

Ms. Reynolds reported Calhoun County was not approved for redesignation as of October 1, 2006. She noted Calhoun County will be part of our region as of October 1, but she was unsure about the future. Ms. Reynolds noted she had engaged in discussions with Calhoun County Commissioner Solis, and ODCP Director Don Allen communicating it would be difficult for both providers and clients to make a transfer in the middle of a fiscal year. She added that Venture did get Resolutions from three of their five counties involved in the affiliation to become the CA.

Ms. Reynolds stated there is a proposal from Project COPE for approval this evening. She explained it is here for approval due to timeliness issues and the need for funding. She stated they are requesting \$4,258 for the remainder of this year and \$53,200 of Jackson County PA2 funds for next year to serve children of prisoners who are at risk for substance abuse and depression. Ms. Reynolds stated this is a one time request and next time would need to be approved through the local prevention coalition. Ms. Reynolds stated the staff recommendation is to approve the request.

Ms. Mahoney moved approval of the Project COPE request for \$4,258 this fiscal year and \$53,200 for next year, all paid from Jackson County PA2 funds. Ms. De Leon supported the motion. The motion carried.

Ms. Reynolds also reported Breakout Drug Education in Jackson is requesting \$43,850 of Jackson County PA2 funds for their in-school program. She stated this too would be one time funding and future requests would have to go through the local prevention coalition. Ms. Reynolds stated the staff recommendation is to approve the request.

Ms. Mahoney moved approval of the Breakout Drug Education request for \$43,850 paid from Jackson County PA2 funds. Mr. Showers supported the motion.

Mr. Gallant stated he would vote no on the proposals whose programs did not comply with submission of job descriptions. He noted the rule; #325.14 112, Paragraph 5 Job Descriptions, and that all providers need to be in compliance with this rule on personnel management. He read it.

Vote called on the motion. The motion carried with Mr. Gallant voting nay.

COMMITTEE REPORTS

A. Treasurer's Report-D. DeLeon

Ms. DeLeon reported on the Bills to be Approved, noting they are reflected in general checks 14171 through 14250 and payroll ACH 536 through 561, and totaled \$699,352.07. On the Income Statement Total Revenues for the month of 600,195.23 and \$7,222,229.98 year-to-date; Total Expenses of \$699,575.51 for the month and \$6,530,087.87 year-to-date; which resulted in Net Income of \$(99,380.28) for the month and \$692,142.11 year-to-date. Ms. DeLeon reported all PA2 dollars have been received except for Eaton, which is in process, and Calhoun, which is uncertain if it will be received. On the Balance Sheet, Ms. DeLeon reported Total Assets and Liabilities & Capital of \$4,334,584.38. Turning to the Statement of Cash Flow, Ms. DeLeon reported the Beginning Balance of \$(4,316,202.10), the Ending Balance of \$4,218,761.40, which resulted in a Net Decrease in Cash of \$(97,440.70) for the month, and \$(288,784.34) year-to-date.

Medicaid

Ms. DeLeon reported the Bills to be Approved, reflected in checks 3372 through 3402, and totaled \$138,294.61. On the Income Statement, she reported Total Revenues of \$162,392.26 for the month and \$1,772,560.66 year-to-date; Total Expenses of \$138,294.61 for the month and \$1,515,535.59 year-to-date, resulting in Net Income for the month of \$24,097.65 and \$257,025.07 year-to-date. Ms. DeLeon continued to the Balance Sheet, reporting Total Assets and Liabilities & Capital of \$357,240.75. On the Statement of Cash Flow, Ms. DeLeon reported the Beginning Balance of \$(333,143.10), the Ending Balance of \$357,240.75) resulting in a Net Increase in Cash of \$24,097.65 for the month.

On the Medicaid PIHP Report, Ms. DeLeon reported the year-to-date balances as follows:

- CEI \$149,760.60
- LifeWays \$(110,313.09)
- Venture Calhoun \$2,295.26
- Washtenaw \$35,489.86
- Total Balance of \$77,232.63

- PEPM received for July \$1,752,962.80
- Savings applied \$10,013.00
- Gratiot CMH payments received \$2,960.00
- YTD interest earned \$6,867.23
- Program services rendered \$1,371,316.60
- AAR services rendered \$148,396.74
- Administration \$175,857.06
- Balance of \$77,232.63

Ms. De Leon moved approval of the Treasurer’s Report as submitted. Mr. Fulton supported the motion. The motion carried.

Mr. Tillotson questioned the reason for LifeWays negative balance. Ms. Reynolds responded providers have to serve all Medicaid clients, thus they are over budget by approximately \$110,000, of which they are aware. Ms. Reynolds also reported LifeWays can use some Medicaid dollars if they want, plus they also have a \$47,000 reserve to use towards it. In addition, the pooled funding arrangement using CEI balance could be used to make it whole. She stated staff is working with LifeWays and CEI to get it resolved, but the feeling is they will need to find their own dollars in Jackson County to make it up. Ms. Roeser noted there are more clients in Hillsdale County being served, and adolescent residential services have increased from last year. Ms. Roeser stated when we had pooled funds there were sufficient dollars, but when broken into PIHPs is when the problems happen as a region. Mr. Johnson asked if CEI is missing people since they have a large balance. Ms. Reynolds stated it is possible since characteristics in our region are some counties have lower Medicaid populations and therefore are not big users of services. She added Jackson, Calhoun, Eaton and Ingham are larger service draws. Mr. Johnson stated we need to find out how LifeWays is treating clients differently than CEI, and what is happening here that isn’t happening in LifeWays? Ms. Reynolds also noted the formula for figuring the Medicaid PEPM is different for all counties. Mr. Johnson said we need to get the information from the state on the funding formula to find out what’s going on.

Vote called on the motion. The motion carried.

Program Development Committee Report-J. Brehler

Mr. Brehler stated the Committee met last week and received a program review of Arbor Circle in Newaygo County, which is performing well; and CDRS, who is also performing as expected.

Mr. Brehler stated the Committee reviewed the proposed RFP for EIP HIV services in the region, and recommend its approval for issuance.

Mr. Brehler moved approval to issue the RFP for EIP HIV Services. Mr. Showers supported the motion.

Mr. Gallant asked if programs were asked about job descriptions, and if they are in compliance with the Administrative Rules. Mr. Brehler replied they were not asked. Mr. Gallant stated this is an ongoing problem. Ms. Mahoney stated it is part of their contract that providers need to be in compliance with the Rules, and it is also part of maintaining their license. Ms. Golden asked the record to show the question was answered. Mr. Showers called the question.

Vote was called on the motion. The motion carried with Mr. Gallant voting nay.

Mr. Brehler reported the Committee reviewed the CEI Intensive Case Management proposal for a total of \$80,689 paid from Ingham County PA2 funds, and recommend it for approval.

Mr. Brehler reported the Committee reviewed the DHS CDR Proposal for \$48,642 of Ingham County PA2 funds and recommend it for approval.

Mr. Brehler reported the Committee reviewed the Home of New Vision continuation funding request for a total of \$51,300 of Jackson County PA2 funds and recommend it for approval.

Mr. Gallant asked if there is any physical documentation they are in compliance with Administrative Rules. Ms. Reynolds replied they are all in compliance and are inspected every year. Mr. Alonzi added it is an audit question and staff will be asked to make sure it is confirmed at site reviews.

Mr. Brehler moved approval of the CEI Case Management proposal for a total of \$80,689, paid from Ingham County PA2 funds. Mr. Fulton supported the motion. The motion carried with Mr. Gallant voting nay.

Mr. Brehler moved approval of the DHS CDR proposal for a total of \$48,642, paid from Ingham County PA2 funds. Mr. Johnson supported the motion. The motion carried with Mr. Gallant voting nay.

Mr. Brehler moved approval of the Home of New Vision proposal for a total of \$51,300 of Jackson County PA2 funds. Ms. Mahoney supported the motion. The motion carried with Mr. Gallant voting nay.

Executive Committee Report-D. Alonzi

Ms. Reynolds reported on the proposal to move Mid-South to a 401K Plan from the current IRA SEP. She stated the Commission contributes 5.7% of the employee's annual salary.

Ms. Mahoney moved approval to move employees to a 401K retirement plan. Mr. Fulton supported the motion. The motion carried.

Ms. Reynolds reported on the FOIA request made and lawsuit which surrounded a prevention campaign from 1999/2000. She stated the request was honored but was not received by the attorney-thus the suit was filed. Ms. Reynolds added all was subsequently rectified and suit was dropped.

Ms. Reynolds reported on the NCA issue with their cash advance. She reported Mid-South will provide them \$59,000 on October 1, 2006, which they will pay back by September 30, 2007, with language written in their contract for repayment.

OLD BUSINESS

There was no old business.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 7:05 pm.

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