

## **MID-SOUTH SUBSTANCE ABUSE COMMISSION**

**February 23, 2004 - 6:00 p.m.  
Michigan High School Athletic Association  
1661 Ramblewood Drive  
East Lansing, Michigan**

### **M I N U T E S**

#### **PRESENT:**

Gail Mahoney, Chair  
Shirley Carter-Johnson  
Ron Clark  
Debbie De Leon  
Dave Elwell  
Larry Gould  
Bob Johnson  
Lisa McCafferty  
Tom Minter  
Hattie Oliver  
Bill Swint  
Bob Showers  
Ralph Tillotson  
Maxine Vanlerberg

#### **ABSENT:**

Dan Alonzi  
Mary Balberde  
Jean Golden  
Ben Miller  
Ken Ponds

#### **CALL TO ORDER**

Chairperson Mahoney called the meeting to order at 6:22 p.m.

#### **GUESTS:**

Michelle Liska, Prevention Partners  
Judi Cates, CEI/CSATP  
Kathy Davis, Child & Family Services  
Rod Macdonald, NCA/LRA  
Sara Lurie, EISD/PPS  
Carol Hays, CSII  
Jay Dewisperlare, Newaygo Sheriff's Office

#### **STAFF:**

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

## **ROLL CALL**

Ms. Griffin called roll; 14 present and 5 absent.

At this time, Ms. Mahoney welcomed Hattie Oliver to the Commission, and all members and providers introduced themselves.

## **APPROVAL OF THE MINUTES OF JANUARY 26, 2004**

**Mr. Showers moved approval of the Minutes of January 26, 2004 as presented. Mr. Swint supported the motion. The motion carried.**

## **APPROVAL OF THE AGENDA**

Ms. Mahoney noted one addition to the Agenda, under Executive Committee Report, Item 6, Cash Advance Update.

**Mr. Tillotson moved Approval of the Agenda as amended. Ms. Carter-Johnson supported the motion. The motion carried.**

## **PUBLIC COMMENT**

There was no public comment.

## **NEW BUSINESS**

### **A. Program Director's Association Report**

Ms. Michelle Liska, co-chair reported their last meeting included discussion on Alcohol Awareness Month, which is April. She added NCA/LRA is organizing events surrounding this, which include a Poster Contest and alcohol screenings, both of which will take place at the Lansing Mall. Ms. Liska also reported a letter will be written to Ms. Reynolds on the Association's concerns with the public sharing of site visit reports. She continued by noting other items of discussion were the status of Ingham County's Drug Court, concerns with the demands for completion of reports for Mid-South, and decreased funding. Ms. Cates spoke regarding an upcoming retreat for ALSAO (Association of Licensed Substance Abuse Organizations), which is an association comprised of treatment and prevention providers across the state. She noted her election to the Board of this association, and that it works to support treatment and prevention at the state level, doing what they can to impact changes. She added representatives met with MASACA to discuss mutual concerns and issues. Ms. Cates reported there will be a Retreat sometime in May for providers to meet and look at legislative matters and to organize support across the state. Mr. Macdonald spoke, reporting NCA is having a benefit opportunity on March 26, 2004 in Lansing, along with the BoarsHead Theater. It is a musical, "Sara, Ella and Pops", there are 100 tickets available for opening night at a fund raising price of \$35.00, \$25.00 of which is tax deductible, and all proceeds will help NCA. He added tickets are available at NCA/LRA.

### **B. Director's Report**

County to forward ABW and MiChild dollars to Mid-South. Ms. Reynolds noted the second letter from Ms. Blackmon is in response to her letter. Ms. Reynolds stated the letter from MDCH is for information.

Ms. Reynolds stated the article from the Battle Creek Enquirer on methamphetamine is for information.

Ms. Reynolds referenced the letters from the Lansing State Journal on Drug Courts, noting Jackson County is now working on establishment of one, and that Ms. Kronquist is heavily involved in these courts.

Ms. Reynolds stated the letter from Mr. Macdonald requesting funding for Alcohol Awareness Month funding will be referred to Program Development and Executive Committees.

Ms. Reynolds stated a close-out report was received from Pemaadswin Neewin Noodnong on the Pow Wow held in Lenawee County. She reported there were 350 attendees, 119 of whom were from the Mid-South Region. She added they spent \$4,094 which is \$94 over budget, and overall, there was a \$675 deficit. Ms. Reynolds also stated the report included recommendations for next year's event.

Ms. Reynolds stated the 2004 PA2 distribution has been received, with an overall increase of \$160,914.50 for the region. She added the letters requesting the funds will be sent out soon.

Ms. Reynolds commented on the Community Health Budget Bill, noting Medicaid substance abuse services shows an increase of \$28,532, which is mainly PEPM, and SDA is unchanged at \$2 million. She noted the substance abuse allocation of \$82,770,600 is an increase of \$2,222,200, adding that on Page 17, under General Section, lines 22 and 23 show an increase of \$2,222,200. Ms. Reynolds also noted that in Section 407, the boilerplate language specific for funding to coordinating agencies is missing. She stated this language has been removed for the last five years and it is not an issue to have it put back in. Ms. Reynolds also pointed out that the Salvation Army Harbor Light program again is receiving a direct allocation, which MASACA is opposed to, but efforts so far to have it removed have been unsuccessful.

Lastly, Ms. Reynolds noted the Board Member Orientation held last week went very well with several members attending.

#### C. Community Systems Investments International Presentation

Ms. Reynolds introduced Ms. Carol Hayes who presented on the prevention pathways process and findings from her interviews with Board Members over the last couple of weeks.

### **COMMITTEE REPORTS**

A. Treasurer's Reports for January 2004

**Community Grant & PA2**

Ms. Vanlerberg reported, stating the Executive Committee thoroughly reviewed all of the financial reports. She stated the Bills to be Approved for the month total \$730,758.83. On the Income Statement, she noted revenues should be at 33.33%, and totaled \$541,181.70. For the CA Administration, Ms. Vanlerberg reported Total Expenses of \$62,403.08. She continued by

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reporting for PA2 Other, expenses for the month totaled \$21,700.69; State and PA2 Funded Subcontracts totaled \$629,379.02, which is a 32.75% spend down. She noted that programs with a zero for annual budget but with current month expenses are ABW clients, and Arbor Circle and Pathfinders are residential pooled funding. Ms. Vanlerberg reported Newaygo has expended \$3,215.29 year-to-date (5.55%) and Ionia has spent 6,908.00 (6.28%) year-to-date. She reported Other PA2 Contract expenses totaled \$47,308.38, Total Expenses of \$760,791.17, and Net Income of (\$219,609.47) for the month.

**Medicaid**

Ms. Vanlerberg reported the Medicaid Bills to be Approved totaled \$299,526.20 for the month. She further stated Total Revenues for the month were \$341,994.91, Total Expenses of \$215,337.34, and Net Income of \$126,657.57. Ms. Vanlerberg reported the Balance Sheet reflects Total Assets and Liabilities & Capital of \$505,360.12. Lastly, she reported the Statement of Cash Flow shows a Beginning Balance of (\$385,510.56), an Ending Balance of \$506,882.51, and a Net Increase in Cash of \$121,371.95.

**Ms. Vanlerberg moved approval of the Treasurer's Reports for January 2004 as presented. Mr. Showers supported the motion. The motion carried.**

B. Program Development Committee Report

The Committee did not meet.

C. Executive Committee Report

Ms. Mahoney reported the Committee reviewed the funding request from the Jackson County MPCB for a total of \$1,000 to help support the Community Report Card data collection and maintenance. She added Mid-South provided funding last year and a summary of that process will be provided to the Committee next month. She stated the Committee recommends approval.

**Mr. Showers moved approval of the Jackson County MPCB funding request for \$1,000, paid from the local fund balance. Mr. Elwell supported the motion. The motion carried.**

Ms. Mahoney reported the Committee also reviewed a funding request from the Lenawee MPCB to support community participation in their process. She noted the Committee recommends approval.

**Mr. Gould moved approval of the Lenawee County MPCB funding request for \$800 paid from the local fund balance. Mr. Swint supported the motion. The motion carried.**

Ms. Mahoney reported the Committee reviewed the revised audit guidelines, noting the revisions were made due to the Feds changing their guidelines. She added the Committee recommends approval of the revised guidelines.

**Mr. Minter moved approval of the revised Audit Guidelines as presented. Mr. Johnson supported the motion. The motion carried.**

Ms. Mahoney stated it is time for the annual evaluation of the Executive Director. She added all members will receive the packet of materials (the evaluation form, goals and objectives for last Commission Meeting Minutes

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year, and the position description) for this process. She asked that all complete as much of the evaluation as they feel comfortable doing (especially new members) and return them to her, either electronically or via U.S. Mail, and she would compile the results to present to the Executive Committee in March, with a recommendation being made to the full Commission hopefully in March.

Ms. Mahoney reported the Committee was updated on the status of a meeting between CEI and representatives from Clinton, Eaton and Ingham counties regarding the supplemental funding request CEI has submitted for consideration. Ms. Reynolds reported the sub-committee is scheduled to meet on February 27<sup>th</sup>, and it is her hope that all requested documentation is received from the provider by that time. She added it is her hope that a recommendation will come from this subcommittee in March.

Ms. Mahoney also reported the Committee received an update on the cash advance situation with the state office, noting all will be expected to be repaid by October 1, 2004. She added some providers have already begun repaying at 1/12th per month. As noted previously, Ms. Mahoney stated this payback will create a hardship for some, especially NCA/LRA, who could potentially cease operation if they have to repay all by October 1. Ms. Mahoney reported a group of Ingham County representatives will meet to take an in-depth look at this issue and come back to the Board with a recommendation on how to expedite repayment with the least hardship to the provider.

## **OLD BUSINESS**

Mr. Gould announced that he and Mr. Tillotson are switching committee assignments for this year. Ms. Mahoney stated the switch was accepted.

## **PUBLIC COMMENT**

Ms. Cates announced that CMH is having their 40<sup>th</sup> Anniversary Annual Reception, and invited all to attend. She added Lansing Mayor Tony Benavides will speak, and light hors d'oeuvres will be served.

## **ADJOURNMENT**

The meeting adjourned at 7:55 p.m.

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