

MID-SOUTH SUBSTANCE ABUSE COMMISSION

January 24, 2005 - 6:00 p.m.
Hilliard Building, 1st Floor Conference Room
121 E. Maple Street
Mason, Michigan

M I N U T E S

PRESENT:

Dan Alonzi
Joe Brehler
Shirley Carter
Dale Copedge
Larry Gould
Robert Johnson
Lisa McCafferty
Ben Miller
Tim Purcell
Robert Showers
Patricia Smith
Ralph Tillotson

ABSENT:

Gail Mahoney, Chair
Ron Clark
Debbie DeLeon
Jean Golden
Ken Lautzenheiser
Hattie Oliver
Ken Ponds

CALL TO ORDER

Vice-Chair Johnson called the meeting to order at 6:16 p.m.

Since there were several new members in attendance, Mr. Johnson asked everyone to introduce themselves.

ROLL CALL

Mr. Alonzi called roll; 10 present and 9 absent. Two members arrived after roll call.

GUESTS:

Bruce Hindenach, CDRS
Kathy Davis, Child & Family Services
Sara Lurie, PPS
Judi Cates, CEI/CMHB
Rod Macdonald, NCA/LRA

STAFF:

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

APPROVAL OF THE MINUTES OF NOVEMBER 22, 2004

Ms. Carter moved approval of the Minutes of November 22, 2004 as presented. Mr. Tillotson supported the motion. The motion carried.

ADDITIONS TO THE AGENDA

Ms. Reynolds stated the Program Development Committee report was deleted as the committee did not meet. All pertinent business was handled by the Executive Committee, with the exception of the program review, which will be done in February.

PUBLIC COMMENT

Mr. Rod Macdonald, Executive Director of NCA/LRA, invited everyone to their 3rd Annual Theater Benefit being held on February 22, 2005 at the BoarsHead Theater in Lansing.

NEW BUSINESS

A. Program Director's Association Report

Ms. Kathy Davis reported on behalf of the Association. She stated they met earlier in the evening and among items of discussion were an upcoming methamphetamine training for prevention providers, and sharing among attendees of various activities. She also reported the new Detox Unit at Community Mental Health will open soon. Ms. Davis also noted her agency, Child & Family Services, is working with the 30th District Court.

B. Director's Report

Ms. Reynolds, noting correspondence in the packet with Newaygo County regarding the PA2 funding issue, reported a meeting has been scheduled with Tim Purcell and the County Administrator to discuss concerns addressed in the letters.

Ms. Reynolds stated the letter from MDCH was for information, with regard to CA allocations and changes with budget flexibility to move dollars between prevention and treatment modalities. The second letter in which they denied our total allocation for prevention is still being discussed. She noted MDCH is calculating our allocation at 25.3% rather than 25%. Ms. Reynolds stated a meeting has been scheduled with Doris Gellert to discuss further. She also referred it to the Executive Committee.

Regarding the various newspaper articles, Ms. Reynolds stated they are for information.

Ms. Reynolds stated there are some Resolutions included for approval, honoring several Board members who have left.

Mr. Tillotson moved approval of the Resolutions for Tom Minter, Mary Anderson, Bill Swint and Dave Elwell, and that the Vice-Chair be authorized to sign them on behalf of the Board. Mr. Showers supported the motion. The motion carried.

COMMITTEE REPORTS

A. Treasurer's Report-November 2004 Community Grant & PA2

Ms. Roeser reported the November Bills to be Approved were reflected in checks 12549-12624 and ACH031-056, and totaled \$662,514.64. She stated Total Revenue for the month was \$23,716.00. Ms. Roeser reported for the CA budget, Total Expenses of \$75,934.36, and other expenses as follows: State & PA2 Funded Subcontracts \$510,863.23; Other Subcontracts \$24,797.42. She added Total Expenses were \$611,595.01 for November, with Net Income of \$(587,879.01). Ms. Roeser continued to the Balance Sheet, noting Total Assets and Liabilities & Capital of \$3,567,646.19, and on the Statement of Cash Flow, she noted the Beginning Balance of \$(3,304,494.22), the Ending Balance of \$3,314,594.54, which resulted in a Net Increase in Cash of \$10,100.32.

Medicaid

For November, the Bills to be Approved, reflected in checks 2631-2660, totaled \$151,993.00. Ms. Roeser reported Total Revenues for the month of \$172,545.42, Total Expenses of \$151,993.00, with Net Income of \$20,552.42. On the Balance Sheet, Ms. Roeser reported Total Assets and Liabilities & Capital of \$405,247.76, and on the Statement of Cash Flow, she noted the Beginning Balance of \$(316,589.25), the Ending Balance of \$337,141.67, with a Net Increase in Cash of \$20,552.42.

On the Medicaid PIHP Report, Ms. Roeser reported balances as follows: CEI \$(16,439.52); LifeWays \$1,715.56; Venture \$(11,440.55); and Washtenaw \$1,127.18. She further reported the monthly PEPM received was \$335,927.88, YTD interest earned of \$612.23, services provided year-to-date of \$294,427.44; CDR payments of \$28,816.66 and administration services of 38,333.34, leaving an overall balance of \$(25,037.33).

Mr. Showers moved approval of the November 2004 Treasurer's Report as presented. Mr. Gould supported the motion. The motion carried.

Treasurer's Report-December 2004 Community Grant & PA2

Ms. Roeser reported the December Bills to be Approved, reflected in checks 12625-12689 and ACH057-082, totaled \$725,871.33. On the Income Statement, she continued by noting Total Revenues for the month of \$644,329.70. She added CA expenses totaled \$73,051.48, and other totals as follows: State & PA2 Funded Subcontracts of \$580,713.82; Other Subcontracts \$57,786.42. Ms. Roeser noted Total Expenses for December were \$711,551.72, with Net Income of \$(67,222.02). She continued to the Balance Sheet, reporting Total Assets and Liabilities & Capital of \$3,495,842.56, and on the Statement of Cash Flow, the Beginning Balance of \$3,314,594.54, the Ending Balance of \$3,225,018.99, resulting in a Net Decrease in Cash of \$(89,575.55).

Medicaid

Ms. Roeser reported the Bills to be Approved, reflected in checks 2661-2692 totaled \$209,584.44 for the month. On the Income Statement, she reported Total Revenues of \$203,419.07, Total Expenses of \$209,584.44, resulting in Net Income of \$(6,165.37). On the Balance Sheet, Ms. Roeser stated Total Assets and Liabilities & Capital for the month were \$399,082.39. She continued by reporting on the Statement of Cash Flow, the Beginning Balance of \$(337,141.67), the Ending Balance of \$462,959.38, resulting in a Net Increase in Cash of \$125,817.71.

On the PIHP Report, Ms. Roeser noted balances as follows: CEI \$(2,633.58); LifeWays \$834.43; Venture \$(16,294.14); and Washtenaw \$8,784.09. She further reported the PEPM received of \$523,203.79, interest earned YTD of \$1,078.15, services provided of

\$4432,866.14, CDR costs of \$43,224.99, administration services of \$57,500.01, leaving a balance of \$(9,309.20).

Mr. Tillotson moved approval of the December Treasurer's Report as presented. Mr. Gould supported the motion. The motion carried.

B. Program Development Committee Report

The Committee did not meet in January.

C. Nominating Committee

Mr. Johnson reported the Nominating Committee proposes the following Slate of Officers for 2005:

Ken Lautzenheiser, Hillsdale County, Chairman
Dan Alonzi, Gratiot County, Vice-Chair
Ken Ponds, Calhoun County, Treasurer
Debbie DeLeon, Ingham County, Secretary

Mr. Tillotson moved acceptance of the Slate of Officers as presented. Mr. Miller supported the motion. The motion carried.

Mr. Johnson stated the proposed membership of the Executive-Personnel-Finance Committee and Program Development Committee are for information.

D. Executive-Personnel-Finance Committee Report

Ms. Reynolds reported the Committee reviewed the proposal from CEI/Clinton County Counseling Center seeking to move a portion of their allocation to a performance based agreement to conduct outreach and community awareness activities and develop a client referral base. She stated the Committee recommends this request be denied due to the program currently drawing down their allocation, plus the prevention coalition in the county can do some of the outreach activities.

Mr. Tillotson moved to support the recommendation from the Executive Committee to deny the request of the Clinton County Counseling Center. Mr. Miller supported the motion. The motion carried.

Ms. Reynolds reported the Committee also reviewed a request from NCA/LRA for \$1,000 of funding to assist with activities surrounding Alcohol Awareness Month. She indicated activities will include a poster contest, providers on-site at the Lansing Mall, and also some videos with a local TV station. She stated the Committee recommends approval of this request.

Mr. Showers moved approval of the recommendation from the Executive Committee to grant NCA/LRA \$1,000 of funding for Alcohol Awareness Month activities, paid as follows: \$333 from Eaton and Clinton PA2, and \$334 from Ingham PA2. Ms. Carter supported the motion. The motion carried.

Ms. Reynolds also reported the Prevention Strategic Plan was discussed in depth by the Committee, with their recommendation to approve funding in the amount of \$122,675 for training. She also reported the Committee voted to table approval of the funding allocations for the prevention programs due to some members wishing to review the Implementation Plans for their respective counties.

Mr. Showers moved the recommendation from the Executive Committee to approve training funds in the amount of \$152,778 for CSII, and that the prevention funding allocations be tabled for one month pending review of Implementation Plans. Mr. Tillotson supported the motion. The motion carried.

OLD BUSINESS

A. Board Retreat

Ms. Reynolds stated the Board Retreat is scheduled for March 18 and 19 in Lansing, with a New Member Orientation Friday afternoon, dinner/networking on Friday evening, and the working Retreat on Saturday. She noted topics will include where priorities for spending should be, what the Commission should spend its dollars on, etc.

PUBLIC COMMENT

Mr. Rod Macdonald thanked the Commission for its support of Alcohol Awareness Month activities.

ADJOURNMENT

The meeting adjourned at 7:06 p.m.