

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

**May 24, 2004 - 6:00 p.m.**  
**Michigan High School Athletic Association**  
**1661 Ramblewood Drive**  
**East Lansing, Michigan**

### **MINUTES**

#### **PRESENT:**

Gail Mahoney, Chair  
Ron Clark  
Debbie De Leon  
David Elwell  
Jean Golden  
Larry Gould  
Bob Johnson  
Lisa McCafferty  
Tom Minter  
Bill Swint  
Robert Showers  
Ralph Tillotson  
Maxine Vanlerberg

#### **ABSENT:**

Dan Alonzi  
Mary Balberde  
Shirley Carter-Johnson  
Ben Miller  
Hattie Oliver  
Ken Ponds

#### **CALL TO ORDER**

Ms. Mahoney called the meeting to order at 6:15 p.m.

#### **ROLL CALL**

Ms. Griffin called roll; 12 present and seven absent. One member arrived after roll call.

#### **GUESTS:**

Michelle Liska, Prevention Partners  
Bruce Hindenach, CDRS  
Judi Cates, CSATP  
Richard Ney, Life Guidance Services  
John Roy Castillo, Cristo Rey  
Donald Wolosuk, guest of Gail Mahoney

#### **STAFF:**

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

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

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

## **ADDITIONS TO THE AGENDA**

**Mr. Tillotson moved approval of the Agenda as printed. Mr. Minter supported the motion. The motion carried.**

## **PUBLIC COMMENT**

There was no public comment.

## **NEW BUSINESS**

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

Ms. Judi Cates reported on behalf of the Association. She stated their meeting was small, and thanked Ms. Kronquist for attending and providing an update of activities at the Commission. She also reported one area of discussion was a program directors orientation for new providers. They looked at possible topics to be addressed and how they would be presented to new directors. Ms. Cates also noted the group's excitement about participation on the Authorization Work Group which has been established to look at the authorization process used in the region. She also noted the Association is supportive of the recommendations from this work group which will be presented for approval later in the meeting.

### **Director's Report**

Ms. Reynolds reviewed the correspondence. The proposal from Catholic Social Services is referred to both Program Development and Executive Committee for consideration.

Ms. Reynolds reported the letter from Yvonne Blackmon regarding the youth survey was provided for information. Ms. Reynolds added this is follow-up to the meeting with the state regarding the youth survey. She added the letter states they are excited about the survey and applaud our efforts.

The letter from Clinton County MPCB is for information.

The letter from Janet Olszewski to Harry Bonner in recognition of Harry being honored as a "Hometown Hero", is for information. She noted there is also an article from the Battle Creek Enquirer honoring Minority Program Services on a video they produced, which is also for information.

The news article from the Jackson Citizen Patriot on Dr. Phillips is for information. Ms. Reynolds noted he worked at Washington Way several years ago.

The news article from the Lansing State Journal on liquor sales increase was also provided for

information. Ms. Golden stated this article warrants a letter to the editor from the Executive Director noting statistics can sometimes be misleading.

**Ms. Golden moved for the Executive Director to send a Letter to the Editor of the Lansing State Journal in response to article on the rise in liquor sales. Mr. Elwell supported the motion. The motion carried.**

The letter from the Community Mental Health Board Association to Rep. Caswell regarding HB 5745 is for information. Ms. Reynolds reported she met with Rep. Caswell, and he indicated the reason he wanted the counties to spend the dollars as they please, is he feels they should have control of spending them. Also discussed was the 10% match for drawing down state dollars, which now is not a good time to lose them as many programs need money. Rep. Caswell may amend the Bill to have the counties match the 10%. She stated she is unsure what will happen with the Bill at this point.

Ms. Reynolds also reported she is working with ODCP on writing a federal grant for the Access to Recovery, a \$15M grant for substance abuse services.

Ms. Reynolds also noted the proposed increase in the tobacco tax was defeated by the legislature. She added the budget situation will be tougher as these dollars were planned for. She noted the liquor tax increase is coming up soon for a vote.

## **COMMITTEE REPORTS**

### **Treasurer's Report for April 2004 Community Grant & PA2**

Ms. Vanlerberg reported on the Bills to be Approved, reflected in checks 12005 through 12074, and payroll 3978 through 4003, which totaled \$730,817.47. On the Income Statement, she reported Total Revenues for the month of \$584,021.72. She noted Ingham County PA2 dollars have been received, Newaygo's are expected next month, and Eaton is expected soon. Ms. Vanlerberg continued by reporting Total Expenses for the month of \$724,022.14, and Net Income of \$(140,000.42). She stated on the Balance Sheet, Total Assets and Liabilities & Capital of \$4,383,187.00, and from the Statement of Cash Flow, a Beginning Balance of \$(4,278,722.49), an Ending Balance of \$4,139,980.33, which resulted in a Net Decrease in Cash of \$(138,742.16).

### **Medicaid**

Ms. Vanlerberg reported the Bills to be Approved, reflected in checks 2385 through 2435, totaled \$178,451.63. On the Income Statement, Total Revenues for the month were \$215,082.08, Total Expenses were \$170,139.13, which resulted in Net Income of \$44,942.95. Turning to the Balance Sheet, Ms. Vanlerberg reported Total Assets and Liabilities & Capital of \$648,630.35, and on the Statement of Cash Flow, the Beginning Balance of \$(605,209.79), the Ending Balance of \$641,840.24, resulting in a Net Increase in Cash of \$36,630.45.

Ms. Vanlerberg reported the Medicaid PHP Report shows a balance of \$141,064.74 for CEI, \$(4,459.05) for LifeWays, \$(11,566.95) for Venture-Calhoun, and \$(3,733.78) for Washtenaw, for an overall balance of \$121,304.96. She also noted the PEPM's are lower due to retro take backs for deceased persons.

**Ms. Vanlerberg moved approval of the Treasurer's Reports as presented. Mr. Minter supported the motion. The motion carried.**

#### **Program Development Committee Report**

Ms. Golden reported the Committee received a Program Review of the CEI Programs, which she stated garnered considerable discussion among members. She added most of the discussion surrounded the G-14 Clinic and difficulties they have experienced. She also stated staff would be monitoring them closely. Ms. Golden continued by stating the remaining components at CEI are performing well.

Ms. Golden also reported the Committee received a presentation from the Home of New Vision on their funding request. She stated members are supportive of the proposal and recommend it for funding.

Ms. Golden also reported the Committee reviewed the recommendations from the Authorization Work Group and recommend them for approval. She stated the Initial Authorization period was increased from 8 sessions to 12 sessions, which would carry most clients through their treatment and lessen paperwork for clinicians, and the Initial IOP Authorization was increased from 6 chair days to 9 chair days.

**Ms. Golden moved approval of the recommendations from the Authorization Work Group to increase the initial authorization period from 8 sessions to 12 sessions, and the initial IOP authorization from 6 chair days to 9 chair days. Mr. Clark supported the motion. The motion carried.**

Lastly, Ms. Golden stated the Committee reviewed services in Ionia and Newaygo counties. She stated Ionia CMH has billed \$16,984 to-date on a FURR contract and have increased the number of clients they are serving. She added that Life Guidance, on a performance based contract, has billed a total of \$33,391, \$1,460 of which are treatment sessions that could be billed to Mid-South, and there is \$3,375 in billings with Kent County. Ms. Golden added the providers are delivering services that were promised. The two prevention providers in the county, Gerontology Network and Life Guidance, are currently both under their plan but are expected to catch up by the end of the year. For Newaygo County, Ms. Golden has one provider, Arbor Circle, who is performing well on a performance based contract, drawing down \$64,000 of their budget, \$43,038 is billed treatment services. She added services are also being provided at the Newaygo CMH for a total of \$36,601. She continued by stating Pride Youth Services, a prevention provider, has no comprehensive programming for groups other than youth, and that decisions will need to be made with regard to the provision of additional prevention services.

Lastly, Ms. Golden reported the Committee reviewed the Prevention Strategic Planning/Youth Survey request and recommend it for funding.

#### **Executive-Personnel-Finance Committee**

Ms. Mahoney reported the Committee received a recommendation from the Subcommittee reviewing the request from Prevention Partners to suspend repayment of their cash advance. She stated the recommendation is to grant the request, and to loan the program \$24,267.54 of Jackson and Hillsdale PA2 dollars to allow them to repay the State by October 1, 2004. She added that Ms. Reynolds will work with the attorney to develop a contract.

**Ms. Golden moved approval to allow Prevention Partners to suspend repayment of their cash advance, for a loan to the provider totaling \$24,267.54 to be paid out of Jackson and Hillsdale PA dollars, and that the Executive Director develop an agreement in conjunction with corporate counsel. Mr. Elwell supported the motion. The motion carried.**

Ms. Mahoney reported on the NCA/LRA repayment, noting that instead of the Commission getting a lien on the properties owned by NCA, language will be written into an agreement that if the program should default on their repayment, the monthly reimbursement check will be held by Mid-South.

**Mr. Showers moved to withdraw the lien proposal from the April Commission meeting, and to accept the recommendation of staff to incorporate language into an agreement with NCA/LRA stipulating if repayment is in default, that the equivalent of one month's reimbursement or the equivalent of what is owed to the Commission as a means of collateral. Ms. McCafferty supported the motion.**

In response to Ms. Golden's question on how the program is performing, Ms. Reynolds stated they are doing good so far, drawing down and seeing clients. She added they are also making their repayment and are continuing to work toward a possible reorganization.

**Vote called on the motion. The motion carried.**

Ms. Mahoney stated the Committee received a request to increase funding to the Kairos Residential Treatment Facility in Saginaw, specifically dollars for Calhoun and Ingham Counties. Ms. Reynolds stated that originally all of the counties placed \$1,000 in this budget, and that Calhoun and Ingham have exhausted theirs. She also noted that a reimbursement check from Project Rehab is being used for this contract, and the amount of funding needed is \$2,083 of Calhoun County and \$2,768 of Ingham County. Ms. Reynolds also noted that if there are block grant dollars available, they will be applied in place of the PA2 funds.

**Ms. Vanlerberg moved approval to allocate additional funding to Kairos Adolescent Residential Treatment in the amounts of \$2,083 of Calhoun County PA2 and \$2,768 of Ingham County PA2. Mr. Minter supported the motion. The motion carried.**

Ms. Mahoney stated the Committee had extensive discussion on the Prevention Strategic Planning/Youth Survey request. She noted the price for this type of process is rather high, and that the Commission did conduct an RFP. She added that Ms. Reynolds has stated that what was promised in the initial contract was in fact delivered. Ms. Mahoney stated that the Executive Committee recommends approval of the staff recommendation for additional costs and amendment of the contract with CSII.

**Ms. Golden moved approval of the recommendation to amend the contract with Community Systems Investment International to include work for the period June through September 2004, with additional funding in the amount of \$68,700 and an additional \$2,500 for a compact disc for use by the schools. Mr. Clark supported the motion.**

Mr. Tillotson stated the rate for the consultants is \$93 per hour, plus he added there is a \$1,000 error on the proposal, and he didn't think anyone would approve it, unless \$1,000 was

deducted. Mr. Johnson stated his concern that the Commission has been involved with this for a year and there is no "hard copy" to show for these efforts. He also stated that upon reading the proposal, it appears the consultants will be assisting us, and he would prefer that they would give something in hard copy. Mr. Swint stated he would vote against the proposal. Ms. Golden asked if the math error could be corrected. Ms. Mahoney stated it will be approved as is and the consultants would have to deal with the \$1,000 error. Ms. Golden also asked if we will be getting anything in hand anytime soon. Ms. Reynolds replied that the regional strategic plan will come before the Board in July. She added that CSII will not do this for us; staff and the providers are working on this. Ms. Reynolds stated this process has taken a lot longer than anticipated to complete, due to the entire prevention system having to move in this direction. Ms. Vanlerberg noted that although there is a \$1,000 error in the detail, the grand total is correct at \$68,700.

**Mr. Elwell made a friendly amendment to amend the motion to remove the \$1,000 from the grand total. Ms Golden and Mr. Clark accepted the friendly amendment.**

**Vote called on the motion. The motion carried with Mr. Tillotson, Mr. Johnson and Mr. Swint voting no.**

Lastly, Ms. Mahoney stated the Committee reviewed the funding proposal from the Home of New Vision and recommend its approval. She added this will be the only transitional house in the region, and that there is considerable support for it in Jackson County.

**Mr. Showers moved approval of the Home of New Vision Funding request for a total of \$47,900 paid from Jackson County PA2 funds. Ms. McCafferty supported the motion. The motion carried.**

## **OLD BUSINESS**

There was no Old Business brought before the Commission.

## **PUBLIC COMMENT**

Ms. Reynolds apologized to the providers about the lack of timely Agendas. She noted they are now available at the web site, which has been down for the last few days. She added efforts are underway to get the site up and running again.

## **ADJOURN**

The meeting adjourned at 7:20 p.m.

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