

PROGRAM DEVELOPMENT COMMITTEE

April 18, 2005 - 6:00 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

PRESENT: Jean Golden, chair; Joe Brehler; Shirley Carter; Ron Clark; Dale Copedge; Lisa McCafferty; Debbie De Leon

ABSENT: Allen Garbrecht; Larry Gould; Ben Miller; Hattie Oliver

STAFF: Robin Reynolds, Executive Director; Mary Kronquist, Assistant Director; Lori Griffin, Executive Secretary; Jeanne Diver, Quality Assurance Manager; Tim Shafto, Prevention Coordinator

GUESTS: Mike Botke, Lansing Teen Court; Troy Wendell, Lansing Teen Court; John Roy Castillo, Cristo Rey; Rod Macdonald, NCA/LRA; Michelle Liska, Prevention Partners; Kathy Davis, Child & Family Services

CALL TO ORDER

Ms. Golden called the meeting to order at 6:05 p.m.

APPROVAL OF THE MINUTES OF FEBRUARY 21, 2005

Mr. Clark moved approval of the Minutes of February 21, 2005 as presented. Ms. Carter supported the motion. The motion carried with Ms. McCafferty abstaining since she did not attend the meeting.

ADDITIONS TO THE AGENDA

Ms. McCafferty asked about follow-up on issues raised at the Retreat. Ms. Reynolds responded the facilitator will make a report at the upcoming Commission meeting.

Mr. Clark moved approval of the Agenda as printed. Ms. Carter supported the motion. The motion carried.

PUBLIC COMMENT

Mr. Rod Macdonald, Executive Director of NCA/LRA, spoke regarding activities surrounding

Alcohol Awareness Month, which is April. He reported local activities will be occurring on Friday, April 22, 2005. He noted Mid-South has provided financial support for the last three or four years, and each year it keeps getting bigger. Mr. Macdonald stated two press conferences were held detailing events happening throughout the month, which included details of this year's Safe Prom Initiative, of which many businesses are supporting. He continued by stating on April 22 at the Lansing Mall, local providers will be there with information booths set up, free alcohol screenings will be available, people will have an opportunity to use the Fatal Vision Goggles, and judging of the poster contest for kids 9-12 years old will be happening. He noted there are in excess of 50 posters entered, and they will be judged by local celebrities, including Ms. Reynolds. In addition, Mr. Macdonald stated some MSU athletes and "Sparty" will be there, plus world champion skateboarder, Andy Macdonald (who is also Mr. Macdonald's son), and some other surprise celebrities on hand. And lastly, Mr. Macdonald reported there will be an alcohol-free teen dance in the evening at the mall. He encouraged everyone to stop out.

Ms. Michelle Liska, Executive Director of Prevention Partners, handed out materials related to her First Time Offender programs.

NEW BUSINESS

A. Program Review of Ingham County Providers; NCA, Insight, Cristo Rey and Child & Family Services

NCA/Lansing Regional Area. Ms. Diver reported Mr. Rod Macdonald is the Executive Director, and in addition to the main office, there is Holden House and Glass House. She stated the main office provides outpatient and intensive outpatient treatment for Community Grant and Medicaid adult clients, and these services are available to residents of Ingham, Eaton and Clinton counties. In addition, Ms. Diver noted they provide treatment readiness group services to the homeless population in Ingham County. Ms. Diver reported their scores as follows: Site Review-Clinical 100% and Financial 44%; Satisfaction Surveys 85% (56 clients surveyed); Admissions through 3/31/05 of 141; Delinquencies totaled 2; no Concerns/Resolutions noted-- they did receive a Certificate of Accomplishment for last year's site visit; and Barriers to Treatment listed of distance to agency, and transportation issues.

Ms. Reynolds reported on the financial site review score of 44%. She noted a follow-up visit will be made in July. She stated the reasons for the low score included no updated fee agreements in files, and no progress notes in files. Ms. Golden asked for an update on the status of the loan Mid-South gave them last year. Ms. Reynolds responded they are up-to-date with repayment, but they are still not in a money-making situation. In response to Ms. Golden's follow-up question on a possible merger, Mr. Macdonald stated they are moving forward, but things have come to a standstill due to dealing with day-to-day issues at the agency. He added, however, that both Boards are ready to move forward with serious discussions. He further stated that the financial situation was caused by several internal problems, but with some personnel changes made, he is hopeful things will improve. Ms. Reynolds continued with the financial report, stating that spending, they are on target with the homeless grant, outpatient is somewhat low, ABW is low and Medicaid is low as outpatient is seeing fewer Medicaid clients.

Holden House. Ms. Diver reported Holden House provides long-term residential treatment services for Community Grant and Medicaid adult men, and these services are available to all residents of the region. It is a 14 bed facility with average length of stay of

60 days. She reported their scores as follows: Site Review-Clinical 96% and Financial 80%; Satisfaction Surveys 86% (19 clients surveyed); 46 Admissions as of 3/31/05; No Delinquencies, Concerns/Resolutions noted were related to progress notes needing improvement; and Barriers to Treatment were distance to agency and transportation related. Ms. Diver reported she had discussed the concerns with NCA's quality staff person and there has been improvement.

Ms. Reynolds reported on the financial visit, stating there was only one non-compliant file, which was due to a missing fee agreement. She noted that their draw down is somewhat high for block grant, and SDA is low, which is unusual. She added that all three providers who have SDA funding are low because of the approval process at FIA. She continued by noting Medicaid is higher than last year.

Glass House. Ms. Diver reported Glass House provides long-term residential treatment services for Community Grant and Medicaid adult women, and these services are available to all residents of the region. It is a 14 bed facility with average length of stay of 60 days. She reported their scores as follows: Site Review-Clinical 99% and Financial 100%; Satisfaction Surveys 88% (20 clients surveyed); 38 admissions through 3/31/05; No Concerns/Resolutions--they also received a Certificate of Accomplishment for last year's visit; and Barriers to Treatment noted were transportation.

Ms. Reynolds reported on the financial visit, stating it was excellent with no non-compliant files found. She noted their spending is low for block grant and PA2; SDA here is high, although overall lower than normal, Medicaid is higher than last year.

Discussion turned to follow-up of clients, and difficulties encountered getting clients to participate in follow-up studies. Ms. Reynolds noted her belief that the only way to ensure cooperation is to offer incentives to the clients. Ms. Kathy Davis noted that her agency has a full time person doing follow-up as part of their Federal grant, and noted that incentives do make a difference in securing clients cooperation.

Ms. Reynolds lastly reported that NCA recently received a grant for a homeless sober center/detox facility, which is in process at this time.

Child & Family Services. Ms. Diver stated the Director is Jim Paparella, and they provide services for Community Grant and Medicaid children, adolescents and young adults, ages 10 to 20 and their families who are residents of Ingham County. She added services include assessments for outpatient services; individual, group and intensive outpatient and family therapy; student assistance services for Ingham County schools, and intensive outreach and case management services. She reported their scores as follows: Site Review-Clinical 96% and Financial 81%; Satisfaction Surveys-Adult 80% (2 surveyed) and Adolescent 81% (35 surveyed); 53 Admissions through March; 5 Delinquencies; Concerns/Resolutions noted of increased collaboration among youth serving organizations; and there were no Barriers to Treatment noted. Ms. Diver noted there is a new Satisfaction Survey specifically tailored to adolescents now in use.

Ms. Reynolds presented the financial report, stating no significant problems were noted, with only one partially-compliant file found (MediFax was run the day of the visit instead of monthly). She noted that spending is low for treatment, but the PA2 draw down for the outreach program is seeing success meeting the youth where they are as opposed to them coming to the agency, and more services are done at the courts now.

Cristo Rey. Ms. Diver reported Cristo Rey's Director is John Roy Castillo, and they provide services for community grant and Medicaid clients. Services include assessments for outpatient services, group and individual therapy, they are a state designated women's specialty program, and provide prevention services for Ingham County. She reported their scores as follows: Site Review-Clinical 93% and 88% Financial; Satisfaction Surveys 91% (33 clients surveyed); 108 Admissions through March; 13 Delinquencies; Concerns/Resolutions noted with the amount of delinquencies and internal issues; and Barriers to Treatment noted were transportation. Ms. Diver noted the high number of delinquencies, adding this was discussed with the program at their six month program review, and all are hopeful of improvement to come.

Ms. Reynolds reported on the financial review, stating they are low in prevention, but will most likely spend their allocation by the end of the fiscal year. She noted the women's spending is also low, and treatment will most likely need additional monies before the end of the year. In the women's program, she reported the funds are to be used for ancillary services only, so some dollars may be shifted to pay for some treatment services for the women. Ms. Reynolds noted that fee agreements need to be updated regularly and income needs to be correctly documented in the files.

Insight Recovery Center. Ms. Diver reported this program's Director is Todd Bradley, and they provide services to Medicaid clients, which include assessments for outpatient services and outpatient services. She reported their scores as follows: Site Review-Clinical 82% and Financial 35%; Satisfaction Surveys 59% (5 clients surveyed); 32 Admissions through March; six Delinquencies; Concerns/Resolutions noted about the new clinical manager to monitor improvements; and no Barriers to Treatment noted. Ms. Diver noted there is a new clinical manager, so she expects improvement.

Ms. Reynolds presented the financial review, stating the low score is of concern. She also noted the six delinquencies and the program is not running MediFax verifications on a monthly basis. She added a follow-up visit will be made before the end of the fiscal year. Spending, Ms. Reynolds stated is low.

B. Lansing Teen Court Proposal

Ms. Reynolds stated this proposal is follow-up to discussion held at the February 21st meeting. She noted the Teen Court is requesting additional funding to hire a case manager. She further stated that approximately 30% of the youth entering the Teen Court are referred for a substance abuse assessment, and current funding provided to them from Mid-South represents 31% of their budget. She continued by stating if the new funding is approved, Mid-South funding would represent 49% of the budget. Ms. Reynolds also noted some ideas were presented to representatives of Teen Court at the last meeting, which included increasing fees to participants and applying for a Governor's Discretionary Grant. She also noted that the recommendation from the Executive Committee was to provide \$14,000 of additional funding with the same amount coming from the Courts. This recommendation was made to the full Commission, where it was sent back to the Program Development Committee for further consideration.

Mr. Botke thanked the Commission for its support so far of the Teen Court, noting this funding is used to support various components of it. He stated it is very important to

secure this additional funding, as service numbers have doubled, with a case load now of 70-80 youth per month being served. Extensive, lengthy discussion ensued regarding this request, with members asking many questions of Mr. Botke. There was discussion surrounding youth who are arrested in Ingham County but reside in other counties; whether the county-of-residence should pay some of the cost. Ms. Reynolds stated that would be a decision to be made by those counties. In response to Mr. Brehler's question on whether other funding sources had been identified or contacted, Mr. Botke replied they are writing a proposal for a Governor's Discretionary Grant (he was unsure of a dollar figure attached to it), and if one is received, it would be effective in October 2005. Ms. Golden stated that now, Mid-South is providing 31% of the Teen Court budget, and 30% of those who enter are identified as having a substance abuse issue, our limited funds would fund a disproportionate amount of the program with the numbers identified with substance abuse issues, thus our funding would potentially go to those without substance abuse issues. Mr. Botke replied that he sees every kid as a potential abuser. He also noted that the teen jurors are getting substance abuse education, so he sees the dollars as impacting the total population served in the Teen Court.

Mr. Troy Wendell spoke, stating the Teen Court is now a program under the umbrella of the Capital Area Youth Alliance, which will assist them with finding additional funding. He also stated his belief that with the current staff, number of youth served and amount of work, he would compare this program to any other with 1.5 FTE in the tri-county area. He also noted not many other youth programs touch as many kids and have the success rate of the Teen Court.

Mr. Brehler stated there is no question it is a good program, the issue is the limited funding available, and if we provide \$28,000 this year, they will need \$54,000 every year to continue or lose the case manager. He also noted there are other avenues in the community to ask for funding; the Chamber of Commerce, Rotary Club, or merchants impacted by retail fraud, but Mid-South just can't afford to provide the additional funding. Ms. Reynolds stated that as of the end of the fiscal year, approximately \$75,000 will be left in the Ingham County PA2 account, and that doesn't include the Drug Courts needs. In a nutshell, she noted Mid-South is allocating more out of the Ingham County account than is coming in, due in large part to using up reserves over the last few years. She added that once the reserves are gone, existing programs will need to be cut. Ms. Golden stated she doesn't agree with starting a new position now.

Discussion continued with members tossing around different ideas. The possible receipt of a Governor's Discretionary Grant was discussed, with notation that if received, it would not be effective until the next fiscal year, and discussion of the Ingham County Juvenile Justice millage. Mr. Clark noted the bottom line is there is not sufficient funding to approve the \$28,000 request at this time.

Mr. Clark moved to deny the funding request from the Lansing Teen Court for an additional \$28,000 of Ingham County PA2 funds. Mr. Brehler supported the motion.

Ms. Reynolds clarified there is funding available now, but not ongoing. Mr. Copedge suggested we could fund the additional \$28,000 this year, with the stipulation they would revert to the original \$25,000 next year. Mr. Brehler stated there just isn't enough to give everyone what they want. Ms. Golden stated she was comfortable with the current level of funding from the Commission based on the number of clients they serve, plus they refer to one of our funded providers, so she is in support of the motion. Ms. De Leon,

who is a member of the Teen Court Advisory Board, stated her belief it is important to expand to other school districts, and there is no other program to compare this to as far as success is concerned. Ms. Golden replied the question is the limited dollars available, with cuts looming in the future. Ms. Carter noted the program will need to understand that if we fund this year, they will be cut next year, and if they are willing to hire someone for one year, they can do it. Ms. Reynolds commented to Mr. Botke she wished he would utilize a sliding fee scale for consumers of the program. In response to Ms. Golden's question on possible use of Juvenile Justice Millage funds, Mr. Copedge said a group should approach Stuart Dunnings about getting some of those dollars for the Teen Court.

Mr. Copedge moved to table the Lansing Teen Court funding request. Ms. Carter supported the motion. The motion carried with Mr. Brehler and Mr. Clark voting no.

C. SPGB Services Review

Ms. Reynolds stated that at the February Program Development Committee meeting, SPGB was reviewed, and at that time due to the many issues arising from the site review, she recommended the program be placed on probationary status for the remainder of the fiscal year. Due to not having quorum at that meeting, the issue was tabled with staff being instructed to provide documentation describing remedial action required of the program. Ms. Reynolds stated that documentation was provided in the meeting packet. She reported a total of \$4,305 of block grant funding was returned to Mid-South for various reasons, including missing progress notes, billing for different services than actually provided, fee agreements missing from files, billing to incorrect funding source, etc.

Ms. Reynolds reported that after the last meeting, the program submitted a remedial action plan to Mid-South. She stated they have hired an assistant director to oversee programming and clinical services and treatment plans, but the action plan contained nothing with regards to the finances. Ms. Reynolds stated the recommendation is for the program to be on probation through the end of the current fiscal year, status to be reviewed in September 2005 with the option to extend if necessary, and the reason for probationary status being non-compliance with contractual requirements, numerous financial discrepancies and case note discrepancies. In addition, Ms. Reynolds stated the following remedial action will be required of the program:

- 1) Board structure to be in compliance with licensing rule 325.14109, Rule 109 (9/30/05)
- 2) Board minutes submitted to Mid-South, effective immediately
- 3) Complete personnel files and adherence to credentialing policies (5/05)
- 4) Clinical remedial action plan implemented (9/30/05)
- 5) 80% or above clinical review (at May 2005 review)
- 6) Sound accounting principles implemented (9/30/05)
- 7) Sound financial internal controls implemented (9/30/05)
- 8) Patient ledger/billing system implemented (5/05)
- 9) 80% or above financial review; no non-compliant files (at May 2005 review)
- 10) No delinquent reports (immediate)

Mr. Clark moved the staff recommendations for probationary status for SPGB Services as presented. Mr. Copedge supported the motion. The motion carried.

D. Prevention Update

Mr. Shafto, the Commission's Prevention Coordinator, presented a brief update on prevention activities, stating efforts are not as far along as had been hoped. He stated there is a lot of work to do to get good data. Also he noted there is Coalition development with different groups meeting, but it has proven difficult to identify persons who are invested in the process. Mr. Shafto stated there was a prevention provider meeting last week, where providers were told of Mid-South's commitment to continue strengthening the foundation started, and that Mid-South will not fund programs without identifying needs in the communities we serve. On a positive note, he stated results will be back soon from the school youth surveys conducted. He noted that 67 of 172 schools in the region participated, which at 40% is quite good for a first time effort. He noted that two counties were not represented well, and three had almost 100% of their schools participating. Mr. Shafto said there will be a community event on May 9, 2005 to review the results, with Board members being invited as well as the school districts. Mr. Shafto also commented on a training held recently which Ms. McCafferty attended. She spoke briefly about this training.

Ms. Reynolds commented on the handouts provided by Ms. Liska at the beginning of the meeting. She stated there are different versions of this type of program in some of our counties, with different levels of participation. She added most don't have research behind them and no evaluations, and that providers have been told these programs may not be funded in the future as we need to adhere to our strategic plan. She noted most are funded with PA2 dollars, and members will need to decide what they want to do with them since they are outside the scope of the plan.

OLD BUSINESS

There was no Old Business brought before the Committee.

ADJOURNMENT

The meeting adjourned at 9:11 p.m.