

PROGRAM DEVELOPMENT COMMITTEE

August 16, 2004 - 6:00 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

- PRESENT:** Jean Golden, Chair; Dave Elwell; Lisa McCafferty; Hattie Oliver; Bill Swint
- ABSENT:** Shirley Carter-Johnson; Ron Clark; Debbie De Leon; Larry Gould; Ben Miller
- STAFF:** Robin Reynolds, Executive Director; Mary Kronquist, Assistant Director; Lori Griffin, Executive Secretary; Jeanne Diver, Quality Assurance Manager
- GUESTS:** Mike Blanksma, ESAP; Judy Jove, FSCA; Joe Kuchenbuch, Psychological Consultants; Judith Cates, CEI/CMH; Barbara O'Connor, Bridgeway Center-Jackson

CALL TO ORDER

Ms. Golden called the meeting to order at 6:08 p.m.

APPROVAL OF THE MINUTES OF JUNE 21, 2004

Mr. Swint moved approval of the Minutes of June 21, 2004 as presented. Ms. McCafferty supported the motion. The motion carried.

ADDITIONS TO THE AGENDA

There were no additions or deletions.

Mr. Elwell moved approval of the Agenda as printed. Mr. Swint supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

- A. Program Review-Jackson and Hillsdale Counties/Foote Hospital, FSCA Programs, and Victory Clinic

Bridgeway Center-Jackson

Ms. Diver stated the Director of the Foote Hospital programs is Matthew Murphy and Barbara O'Connor is the manager at Bridgeway-Jackson. Ms. Diver noted Bridgeway provides services for Community Grant and Medicaid adults, with outpatient assessment and treatment, adolescent outpatient treatment, adult co-occurring outpatient and inpatient treatment (with LifeWays) and a jail diversion program offered. Ms. Diver reported scores as follows: Site Review-Clinical 98%; Access:Timeliness 50%; Satisfaction Surveys 88%; Admissions totaled 226 in first three quarters with six in the jail diversion program and 77 co-occurring; there were three Delinquencies, and one Concern noted was the programs desire to purchase a larger facility which would enable them to see clients in a more timely manner, adding CDRS is assisting to resolve that issue; and Barriers noted were lack of dependable transportation and appointment times. Ms. Reynolds presented the financial review results, stating Bridgeway had 100%,no non-compliant files were found. She added a letter was sent to the program commending them on the 100% score. Ms. Reynolds reported the program is 70% spent (should be 83.33%) in outpatient, 60% ABW, Medicaid is at 117% (this reflects an overage from what was spent last year), the jail diversion program is 48% spent, and the dual diagnosis program is 113% spent so far. Ms. Reynolds noted that if any dollars are lapsed, they can be moved within the Foote programs in order to be fully expended this year.

Bridgeway Center-Hillsdale

Ms. Diver stated Vicky Petty is the site supervisor in Hillsdale, where they provide services for community grant and Medicaid adults, which includes outpatient assessments, outpatient and intensive outpatient treatment, adult co-occurring outpatient, student assistance screenings, and women's case management services. Ms. Diver reported their scores as follows: Site Review-Clinical 98%; Access:Timeliness 89%; Satisfaction Surveys 89%; 170 admissions for the first three quarters, 33 co-occurring and 21 in the women's program; three Delinquencies; Concerns noted with the low percentages in Access, which is attributable to a data entry problem; and Barriers noted of distance to the program, lack of dependable transportation or not being able to access public transportation. Ms. Kronquist commented on the Women's program, reporting the state office will be conducting a visit soon for a possible state designation as a Women's Specialty Program.

On the financial side, Ms. Reynolds reported their site review score was 75%, mainly due to finding non-compliant files, which resulted in adjustment of some billings due to a lack of progress notes or no proof of income in the file. She added adjustments were less than \$100. Spending, Ms. Reynolds stated is close to where it should be, with outpatient at 76%, women's 73%, ABW 50% Medicaid 48% and the dual diagnosis project at 92%.

Washington Way Recovery Center

Ms. Diver reported the site supervisor is Patricia Burbank, with services offered to community grant and Medicaid adults, which include sub-acute detoxification, partial day treatment and short-term residential, in Jackson County. Ms. Diver reported scores as follows: Site Review-Clinical 98%; Access:Timeliness 97%; Satisfaction Surveys 92%; Admissions totaled 548 in the first through third quarters; only one Delinquency; no Concerns at this time; and Barriers noted of distance to the agency and lack of dependable transportation.

Ms. Reynolds reported on the financial review, noting their score was 54%, due to files with no progress notes and no proof of income. In addition, she reported the program ran a MediFax report the day before the site review, whereas it should be run monthly. She added the program has been informed of these findings, with the expectation it will improve.

Victory Clinic

Ms. Diver reported Victory Clinic is located in Jackson and Susan McClees is the Director. She added the clinic serves community grant and Medicaid clients, providing Methadone maintenance, and outpatient treatment. She continued by reporting their Site Review scores as follows: Site Review-Clinical 100%; Access:Timeliness 95%; Satisfaction Surveys 85%; 93 admissions year-to-date, five Delinquencies, Concern noted that the program needs to have better relationships with other resources in the community, and Barriers noted of distance to the agency and lack of dependable transportation.

Ms. Reynolds presented the financial review, which she noted was 58%, mainly due to fee agreements not being in the files and not running MediFax on a regular basis. Ms. Reynolds noted that spending is at 62% for outpatient, 147% for ABW, and Medicaid is 56% spent.

Family Service & Children's Aid

Ms. Diver stated FSCA's Director is Judy Jove, and they serve community grant and Medicaid clients through two programs; Born Free and Nexgen. She continued by stating Born Free, whose supervisor is Rosie Heise, is a Women's Specialty Program serving pregnant and newly-delivered women with outpatient assessment and treatment services, intensive outpatient services. Ms. Diver noted referrals come from CDRS, Protective Services and Foster Care. Site Review scores are as follows; Site Review-Clinical 96%; Access:Timeliness 91%; Satisfaction Surveys 93%; 130 Admissions through the third

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quarter; two Delinquencies, no Concerns were noted, and lack of dependable transportation was noted as a Barrier. Ms. Diver noted this is an excellent program. Ms. Kronquist stated this is the premier women's program in the state, one which state personnel use as a model. She also noted ancillary services include a clothes closet, food bank and personal needs closet. Ms. Reynolds presented the financial review, which was 61%, due to several files with no case files

included, and billing for clients who did not show for their appointment.

Ms. Diver lastly reported on the Nexgen program, whose supervisor is Rosie Heise, which provides outpatient assessment and treatment services and outreach/case management services to adolescents and young adults age 12-20 and their families. She noted scores as follows: Site Review-Clinical 84%; Access:Timeliness 97%; Satisfaction Surveys 88%; 115 total Admissions year-to-date; three Delinquencies; Concerns noted with the program still not having a director; and Barrier noted of distance to the agency.

Ms. Reynolds presented the financial results, stating they scored 100% with all fines found to be compliant. All areas of the budget, she noted, are low in spending, which ties to not having a director.

In response to questions, Ms. Reynolds stated members of the Committee would be provided with copies of the adult and adolescent satisfaction surveys. Ms. Golden also asked the status of the cost-per-individual served report, to which Ms. Reynolds replied staff is working on it.

B. Barry-Eaton Health Department/ESAP Drug Court Proposal

Ms. Reynolds stated this is a continuation program from last year, which is a collaborative effort between ESAP, the Eaton County Family Court Division, FIA, and expanding this year to the 56-A District Court, the provision of more case management services, and more drug screens. She further stated that last year's budget was \$138,349 and this year's request is for \$145,600 of Eaton County PA2 funds. She added the PA2 funds are available and the recommendation is to recommend it for funding to the Executive Committee.

Mr. Elwell moved the Barry-Eaton Health Department/ESAP Drug Court Proposal to the Executive Committee for funding consideration in the amount of \$145,600, to be paid out of Eaton County PA2 funds. Mr. Swint supported the motion. The motion carried.

C. Clinton County DARE Proposal

Ms. Golden began by stating the recommendation will be to table this request. Ms. Reynolds stated the Attorney General was asked for an opinion on whether counties that choose not to give liquor tax dollars to their citizens have to give them to coordinating agencies (they do) and whether they can be used for CA administration (they can't). She added that from this opinion was the suggestion that PA2 dollars can only be used for approved service programs (licensed providers) She noted Mid-South does fund some programs that are not licensed with PA2

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dollars as they are a flexible source of funding. Ms. Reynolds stated the State is hoping to get clarification on this letter, and in the interim, she added it was her wish to wait on this funding request pending receipt of clarification. She added her expectation that this request would be back in September for consideration.

Mr. Swint moved to table the Clinton County DARE Proposal until September. Mr. Elwell supported the motion. The motion carried.

D. Clinton County Outreach Proposal

Ms. Reynolds stated this is a new proposal from CEI/CMH, Clinton County Counseling Center in St. Johns. She stated it proposes to provide outreach to one or more alternative community sites and to develop a broader community support in effective treatment services, asking for \$62,406 of Clinton County PA2 dollars. She stated that although it is a very well written, good proposal, there are no dollars available to support it at this time. She further added that with the Prevention Strategic Plan in place and the development of a Coalition, we hope to raise awareness and increase referrals.

Mr. Elwell moved to deny the Clinton County Outreach Proposal due to a lack of available funding. Mr. Swint supported the motion. The motion carried.

E. Psychological Consultants Circuit Court Proposal

Ms. Reynolds reported this is a new proposal, targeting clients currently in the 37th District Court Probation program who continue to experience symptoms of relapse, all who have been previously enrolled in formal treatment. She added services proposed include weekly group therapy using a cognitive behavioral approach and support case management services. Ms. Reynolds reported a revised budget was received which is \$1,500 higher than the original, due to freezes at the Court prohibiting their \$1,500 contribution. Ms. Reynolds stated recommendation is for \$13,500 of Calhoun County PA2 funding.

Ms. Oliver moved Psychological Consultant's Circuit Court Proposal to the Executive Committee for funding consideration in the amount of \$13,500, to be paid from Calhoun County PA2 funds. Mr. Swint supported the motion.

Mr. Swint requested to see frequent reports (quarterly) on this program to gauge it's success. Mr. Kuchenbuch stated he had spoken with Court representatives who have noted the freeze at the Court is only for this year and that they still want to be involved with this program.

Vote called on the motion. The motion carried.

F. Ingham County DARE Proposal

Ms. Reynolds stated the recommendation is to table this request for the same reason as the Clinton DARE proposal. She added that Ingham
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County is asking for approximately \$11,000 more than last year, and there are currently not enough Ingham County PA2 dollars available to support this proposal.

Mr. Swint moved to table the Ingham County DARE Proposal until September. Mr. Elwell supported the motion. The motion carried.

G. Ingham County Homeless Proposal

Ms. Reynolds reported this is also a continuation request from last year, with a slight

increase this year. She stated this will provide services to the homeless population in Ingham County offering case management, outreach, technical assistance and limited treatment services. Ms. Reynolds reported this project has been very successful. The request is for \$82,866 of Ingham County PA2 funding.

Ms. Oliver moved the Ingham County Homeless Proposal to the Executive Committee for funding consideration in the amount of \$82,866, paid from Ingham County PA2 funds. Mr. Swint supported the motion. The motion carried.

H. CEI/CMH Co-Occurring Case Management Proposal

Ms. Reynolds stated this, too, is a continuation request, providing intensive case management services for dually diagnosed clients. She reported it has served 56 unique clients so far this fiscal year and has helped to reduce the overall barriers that hinder success in treatment. Ms. Reynolds stated the total request is \$86,134 of Ingham County PA2 funds, which is a slight increase from last year's amount. She continued by stating that similar positions are funded in other counties on a half-time basis, and therefore she is recommending this be funded for a .5 FTE position at \$42,800. She added that unless the funding stream changes, there are not sufficient Ingham County PA2 dollars to support this proposal in full at this time. Lengthy discussion ensued on this program and repercussions if it is cut.

Mr. Swint moved the CEI/CMH Co-Occurring Case Management Proposal to the Executive Committee for funding consideration in the amount of \$42,800, to be paid from Ingham County PA2 funds. Mr. Elwell supported the motion. The motion carried.

I. Ionia County CMH Co-Occurring Case Management Proposal

Ms. Reynolds noted this is another continuation request, for a .5 FTE position to provide case management services to dually diagnosed clients in Ionia County. She further stated the amount requested has increased significantly from last year, from \$14,287 to \$38,705. She added the increase was mostly in fringe benefits, and that her recommendation is to fund at \$29,682 for a half time position.

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Ms. McCafferty moved the Ionia County CMH Co-Occurring Case Management Proposal to the Executive Committee for funding consideration in the amount of \$29,682, to be paid from MDCH funding. Mr. Swint supported the motion. The motion carried.

J. FSCA Nexgen Outreach Proposal

Ms. Reynolds reported this is another continuation from last year, providing a .5 FTE to promote community awareness, improve treatment access and improve collaborative relationships. Ms. Reynolds stated the recommendation is to fund \$33,363; \$23,863 of Jackson County PA2 and

\$9,500 MDCH funding.

Mr. Elwell moved the FSCA Nexgen Outreach proposal to the Executive Committee for funding consideration in the amount of \$33,363, \$23,863 of Jackson PA2 funds and \$9,500 of MDCH funds. Ms. Oliver supported the motion. The motion carried.

OLD BUSINESS

J. Alcohol Awareness Month Resolution

Ms. McCafferty moved to send this Resolution to the full Board for approval. Mr. Swint supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 7:25 p.m.