

PROGRAM DEVELOPMENT COMMITTEE

May 16, 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
- ABSENT:** Allen Garbrecht; Larry Gould; Lisa McCafferty; Ben Miller; Hattie Oliver
- STAFF:** Robin Reynolds, Executive Director; Jeanne Diver, Quality Assurance Manager; Tim Shafto, Prevention Coordinator; Lori Griffin, Executive Secretary
- GUESTS:** Ericanne Spence, CEI/House of Commons; Barbara O'Connor, Bridgeway Center of Jackson

CALL TO ORDER

Ms. Golden called the meeting to order at 6:10 p.m. without quorum.

ADDITIONS TO THE AGENDA

Added under New Business, Item D, was the Co-Occurring Jail Diversion Program contract proposal.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

- A. Program Review-Ingham County/CEI Community Mental Health

Ms. Diver stated the CEI/Community Mental Health, or CSATP, is a multi-phased drug treatment program with services provided at four sites.

CSATP-G-14

Ms. Diver reported Judi Cates is the Program Director, and this component provides services for Community Grant and Medicaid clients, which include assessments for outpatient services, outpatient treatment, co-occurring treatment for substance abuse and mental health disorders, homeless outreach services, co-occurring case management and Opioid maintenance therapy (methadone maintenance). She noted their site review scores as follows:

- Site Review/Clinical 93%; Financial 45%
- Satisfaction Surveys 87% (70 clients surveyed)
- Admissions totaled 194 (from October 04 to April 05)
- Delinquencies totaled 2
- Concerns/Resolutions; none
- Barriers to Treatment noted was a lack of dependable transportation

Ms. Reynolds presented the financial review results, noting their score of 45%. She explained this was mainly due to income verification documentation missing from files, and one file had progress notes missing, which resulted in money being taken back. She added there were a couple of instances where 90 day reviews were late. Ms. Reynolds stated spending is below the 50% level and noted it is likely dollars will be moved where needed to avoid lapse.

CSATP/CATS Program

Ms. Diver reported Allen Platt is the supervisor of this program, located in the Ingham County Jail. She added they provide assessments and outpatient treatment for those incarcerated in the jail, and emergency services for those with serious mental illness and impending personal crisis that have history of substance abuse. Ms. Diver noted their scores as follows:

- Site Review/Clinical 98%; Financial 100%
- Satisfaction Surveys 91% (79 clients surveyed)
- Admissions totaled 257 (from October 04 to April 05)
- Delinquencies - none
- No Concerns/Resolutions
- Barriers to Treatment; none noted

Ms. Reynolds stated their financial review scored 100%, and they are slightly over spent at 53%.

CSATP/Clinton County Counseling Center

Ms. Diver reported this program's Supervisor is Chris McDaniel, and they provide services to Community Grant and Medicaid clients who include assessments for outpatient services, outpatient treatment services, screenings for the student assistance program in the county, and prevention services. She reported their scores as follows:

- Site Review/Clinical 85%; Financial 50% (Note; Clinical review determined using internal review findings)
- Satisfaction Surveys 89% (37 clients surveyed)
- Admissions totaled 100 (October 04 through April 05)
- Delinquencies totaled three
- No Concerns/Resolutions
- Barriers to Treatment noted was a lack of dependable transportation

Ms. Reynolds reported their financial score of 50% was due mainly to income verification and

Medicaid verification either missing from the files, or MediFax verification being run the day prior to the visit. She noted spending is on-target, with treatment low and ABW high. She noted some block grant dollars may be used to make up the difference in ABW; Women's spending is also low.

CSATP/House of Commons

Ms. Diver reported Ericanne Spence is the Program Coordinator of this program, located in Mason. She stated it provides services to Community Grant and Medicaid clients, as well as SDA assistance for room and board to clients referred from the Department of Corrections. Services include residential care with average length of stay 90 days. Ms. Diver also noted they now have a 6 bed detox facility for residents of Ingham County. She reported their scores as follows:

- Site Review/Clinical 87%, Financial 69%
- Satisfaction Surveys 75% (five clients surveyed)
- Admissions totaled 87 (October 04 through April 05)
- No Delinquencies
- No Concerns/Resolutions
- Barriers to Treatment noted were distance to agency and lack of dependable transportation

Ms. Reynolds presented the financial results, stating the program is well run. She explained the score of 69% was mainly due to documentation of income and residential treatment logs missing from some files, and billing for days the client was gone for the day. Ms. Reynolds stated spending is low and most likely some dollars may be shifted. She also noted spending for the new detox unit is low due to the late start-up, and some of those dollars may be moved back to Washington Way and Salvation Army.

Ms. Reynolds reported on the two other programs at CEI. She stated the homeless outreach is on-target at 50% and the case manager is at 86% spent. She reminded members the case manager position was reduced last year to 3/4 time with the hope that CEI would fund the rest; they didn't so all of Mid-South's dollars are now spent. Ms. Golden asked if Mid-South should consider putting more money into it. Ms. Reynolds replied she would not recommend this since it is a co-occurring position. There was brief discussion on the case manager.

B. Prevention Update

Mr. Shafto shared some information with the Committee on prevention efforts. He handed out a draft report on the youth surveys conducted, noting it is just a draft, and that some data is missing. He also commented briefly on coalition development in the region, stating each county is in a different place with their development. Ms. Reynolds stated that Mid-South realizes all of the counties coalitions will not be the same. She added staff have provided many hours of technical assistance and service to each county, and the communities are now ready to begin writing their four year strategic plans. Ms. Reynolds stated these plans will be different from Mid-South's, and based on the data collected, they will identify gaps in services in their specific county. Ms. Reynolds further stated that there is still some resistance from some of our prevention providers for this endeavor. She added it is a very significant change for them in how they do business and for the system.

C. Mid-South Procurement Policy

Ms. Reynolds stated this policy was written as a result of the Board Retreat and is the policy for letting RFP's in the region. She noted the policy has two parts; procedures for provider panel eligibility and a schedule for issuance of RFPs. She explained the provider panel is open to any program which meets the criteria for block grant dollars and is based on allocations. Ms. Reynolds stated Mid-South will begin a process for regular letting of RFP's on an annual basis over a three year cycle. She added this cycle is only for treatment services, not prevention.

Mr. Clark moved to recommend to the Commission approval of the Mid-South Procurement Policy. Mr. Copedge supported the motion.

Mr. Brehler asked if programs that have offices in separate counties would need to apply separately. Ms. Reynolds replied they would. He also noted the AAR services need to be added to the cycle.

Mr. Brehler's friendly amendment to add AAR services was accepted.

The motion with friendly amendment carried.

D. LifeWays Co-Occurring Jail Diversion Contract

Ms. Reynolds stated Mid-South entered into a contract with LifeWays in 2004 for the provision of case management services for a co-occurring jail diversion. She noted match funding was through a MDCH grant which LifeWays received, and the \$25,480 received was subcontracted to Bridgeway-Jackson for implementation. Ms. Reynolds stated the grant ended March 31, 2005 and in order to continue this program, Mid-South would need to provide half of the funding, or a total of \$11,131 of Jackson County PA2 dollars, which are available. She further stated a total of 24 clients have been served for 502 units of service so far. She noted the recommendation is to provide this funding.

Mr. Brehler moved to recommend to the Commission approval of the LifeWays Co-Occurring Jail Diversion contract for a total of \$11,131 of Jackson County PA2 dollars. Ms. Carter supported the motion.

Discussion ensued regarding reasons for the low number of clients seen. Ms. O'Connor stated this is being looked into at all levels. Ms. Reynolds noted that all are in agreement that if more clients aren't seen by the end of the fiscal year, the program won't continue.

Vote called on the motion. The motion carried.

OLD BUSINESS

B. Teen Court Update

Ms. Reynolds stated Ingham County representatives were going to check to see if any juvenile justice millage dollars could be used to help fund the Teen Court, or if the courts could contribute. Mr. Copedge stated some interest has been expressed by Stuart Dunnings, who will approach the court for \$14,000. He also noted Mr. Dunnings is supportive of the Teen Court and was not aware of their financial situation. Ms. Reynolds also noted the applications for governors discretionary funds were due last week, adding it was her belief the Teen Court was

making an application.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 7:42 p.m.