

**MINUTES OF THE MEETING**  
**of the**  
**ALLEGAN COUNTY COMMUNITY MENTAL HEALTH SERVICES BOARD**

**Tuesday, May 18, 2010**

Mr. Campbell called the meeting to order at 6:38 p.m. Those in attendance were:

**BOARD MEMBERS:** Jon Campbell, Theresa Lynn, Fritz Spreitzer, James Kaczanowski, Patricia Pera, Juanita Gonzales, Cleon Duryea, Tom Belco, Richard Wiley, Heidi Wolf, and Sara Busfield.

**ABSENT:** Terry Burns

**STAFF:** Marianne Huff, Peggy St. John, Beth Durkee, Sally Beyer, Patrick Thebert-Wright, Erika Lobdell, Jeri Roebing, Nan Lawrence, Dave Morse, Karen Feaster, Jerry Kovacic and Gail Costephens.

**VISITORS:** Dale Cook, Taffy Strong, Lynette Huff, Tom Gray, Christine Fritz, Ann Stough, Beth Edmonds, Rosemary McKinly, Stephen Kacmar, Scott and Valerie Holmes, Amada Dreyer, Elena Stricfaden, Michael McKenzie, Michael Merleau, Dan Holmes, David Jones and Zane Joslin.

**PUBLIC COMMENT:** Mr. Cook addressed the Board. He sees if not a change of policy, a recent change of heart in this group and is encouraged by that. He anticipates some great things happening on behalf of the consumers. He also wants to encourage the board on behalf of the residents at Woodlea to strive to help MOKA purchase the home.

Beth Edmond addressed the Board. She was hired by MOKA to run the Woodlea program, and advocate for the gentlemen who live there. She thought it was important to let you put faces to the names. She has wanted to bring them in or to other meetings about them, because they have not been asked where they want to live and neither have their guardians. She introduced the consumers, their support staff, advocates, guardians and family and gave a little history of each person. There were some individuals who could not attend that wrote letters. Mrs. Merleau was upset that they were moving her son away from his friends and also when he came to Woodlea over 10 years ago, no one told her he was moving. Stephen Kacmar and Michael McKenzie run homes that are due to close in the near future. Ms Edmond continued...

- They are disappointed in self-determination. To take a broad statement like everyone should be in his or her own home is erroneous, you can not put a stamp on it.
- Except for one of the gentlemen they have none to little contact with their families, so it is up to herself and staff to advocate for them.
- She has never run into such frustration and bureaucracy. She was kept in the dark.
- Big push to have them go into duplexes in Pullman. There is nothing in Pullman. Very concerned about depression, and seclusion. That they're not going to thrive anymore because they thrive at Woodlea because there is stuff going on constantly.
- She would like to invite the board to come and visit. So you can see who we are.
- We have been so frustrated since July of last year when they started talking about breaking Woodlea up. There have been meetings at the county level that we haven't been invited to, but most important the guardians have not been invited to and also not allowed. When asked to come they're not allowed regarding people that they're guardians for.
- We were told to, and have contacted the Michigan State Public Advocacy Committee. I was informed that what staff, guardians and any advocates should do is to file a formal complaint. Because dignity and respect has been violated.

- A nurse came into Woodlea and said, “I heard that you’re going to be closing in July”, in front of all of the gentlemen. So there have been some procedures that have not been done.
- We have filled out some things and some recipient rights complaints.
- I found out the ACCMHS has a procedure for moving gentleman that hasn’t been followed. Policy regarding changing placement and services (A-E). Also four things in the Michigan Community Mental Health Services book that have not been followed like excluding guardians.
- Please take into consideration that these gentlemen are individuals with totally individual needs and can’t do things by themselves.

Valerie Holmes addressed the board. I called Beth Durkee about a meeting I had heard about and she told me I couldn’t attend it because it was concerning all four gentlemen because of confidentiality. I asked if I got permission from the other guardians could I attend and she still said no. She told me she would call me back and let me know what happened at the meeting. She did call and said that nothing had been decided. I know the guys don’t really talk but when we’re there you can see that they know what’s going on around them. They have been together a long time, 11 years. I’ve been very frustrated. I’ve written a couple of House of Representatives and Debbie Stabenow. That’s as far as that went. Scott called Steve Waller, he told Scott he didn’t have anything to do with it and we found out later that that was a lie. I don’t want my son to move to Pullman. He is only a couple of minutes away now; he has seizures and goes to the hospital a lot. Pullman is a long way.

Ann Stough is guardian; I wanted to let you know I am an advocate to my death. I worked for MOKA for 28 years. When MOKA stopped supporting a couple of homes Michael McKenzie and I now work together to support those homes. What I would like you to know is that I have been there and seen it all. I am absolutely advocating for assisted living homes for people. In the home he is doing well, he is happy and thriving. My concern is his happiness and safety. This is his family, these are his friends, this is his safe haven. When you look at paper, we don’t look at dollars, it doesn’t matter to me. I look at the people that live there are I would like you to look at these people and realize what they have and what you want to take away from them. Make a decision that is best for the men.

Christine Fritz from MOKA addressed the board. Thank you for hearing us. No one right choice, there has to be options. I am just hoping that we can work with the county.

Stephen Kacmar, Director of Best Way Providers, addressed the board. We do the Thomas Street and 108<sup>th</sup> group homes. Both of those have their leases expiring in the next year or two. Some of the individuals can move in their own apartments from 108<sup>th</sup>, but for Thomas Street there will be the same kind of issues as Woodlea. Some of our issues are transportation, we have 1 wheelchair van and we could use 3 wheelchair. We’ve had consumers move out in the community, they have such limited budget based on their funds, where they have to pay rent, and now they have to pay for medication, transportation, food, it’s everything. They don’t have the funds to do any. So that’s something to look at also.

Mr. Campbell closed public participation. In relationship to that particular issue, staff have been working in a particular direction and I think in many ways we’ve been following existing policies and plans that have been set up in the past. As I’ve discussed this with the Executive Director over the last couple of days, it becomes obvious that we have some issues between self-determination and what these gentlemen would actually like to happen. We want to take another look at where we are at, we want to consider your input, we want to consider staff input. I will be assigning this issue to the Program Committee to take a closer look at and work with staff and you advocates to bring a recommendation back to us that will hopefully be mutually pleasing to compliance and to meet the needs.

Thank you everyone for coming, thank you for your input and we are certainly far from having this issue resolved at this point. We will continue working on this.

MS. LYNN MOVED TO APPROVE THE MINUTES OF THE APRIL 20, 2010 MEETING. SUPPORTED BY MR. BELCO. MOTION CARRIED.

### **EXECUTIVE DIRECTOR'S REPORT:**

Ms. Huff's report had been mailed. Ms. Huff reported briefly concerns about the budget cuts that may occur to the GF. Last month we talked about the fact that the legislature has decided to cut \$57 million from the Mental Health GF. There have been a lot of different efforts that has been occurring in an effort to stop that from happening. At this point there is another sub-committee hearing where they will take all the public testimony from April 26<sup>th</sup>. Also on April 28<sup>th</sup> is when the Department of Community Health made their presentation. One thing that was gratifying was that on April 26<sup>th</sup> the room was filled with people from all over the state talking about how this cut is going to severely impact services for disabilities and it was standing room only. The lobbyist for the MACMHB indicated there doesn't seem to be a lot of political will to actually make the cut. So we may not see a true cut until January after we have a new governor elected. Hopefully we will see many of you on Thursday at the stakeholders meeting. In our efforts to help folks get on Medicaid, has been proving to be very fruitful. Ms. St John had projected a deficit of \$340,000 in GF is now \$160,000 not sure if its all due to the MA effort but it has helped. The strategic planning project may be changing to more of an organizational consultant. Finally, we've been working hard in the Affiliation, and considering the creation of a board affiliation advisory committee within our own board, so that we can help all of the board members have a clear understanding of what is happening at the Affiliation. We are looking at governance within the affiliation, also the overall structure how to work better and more effectively toward administration efficiencies. In order to move forward we have to have a good relationship our partners. The document mailed to you includes Potential Advocacy Options for Community Mental Health Services. It has become clear to our affiliation and is supported by each along with Ottawa, Oakland County and Detroit-Wayne is doing their own stuff. Please understand that I am not in anyway suggesting that ACCMHS sue the State of Michigan. We have been in contact with a lawyer about issues regarding the wait list. The Michigan constitution is very clear about the State of Michigan wanting to support people with disabilities. If the general fund continues to be cut, it will come to the point where the State of Michigan can not fulfill its obligations or its mission in what it states in the constitution. What Michigan Protection and Advocacy is looking at is a constitutional argument. What that will mean is CMH's and Affiliations like ours would have to look for people that have been damaged by being placed on the wait list. This is what we would do as a last ditch effort, but given the fact that things in Lansing are not going very well it may be the only thing that can be done. The other piece is a potential lawsuit against the Michigan Department of Human Services for it's failure to process MA applications in a timely manner. We may have to do both.

### **SERVICES FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES DIRECTOR'S REPORT:**

Ms. Durkee's report had been mailed. First I want to apologize for all of the frustration that people are feeling regarding Woodlea. Obviously the communication has broken down somewhere. We have had a series of meetings (6) that MOKA attended with us. I will address that with them. When we started the meetings we made an agreement as a result that had happened earlier. That if there were concern about what was happening, that concern would be voiced to all of us participating in the meeting. That included several representatives from MOKA, Steve Waller, the support coordinators, and myself so that the people receiving services wouldn't be caught in the middle and wouldn't experience the frustration that you saw tonight. I am not sure why that did not happen but I will surely look into it. So we've been meeting but, I apologize I was not prepared to address this at this level of detail. We started by asking the support coordinators to find out

exactly what people wanted to do. The state went into leases with private owners with the goal of taking people out of state institutions into these 6 bed group homes. They entered into 20-year leases, which are now ending and at the end of the lease the owner can continue to lease or sell. We are left in this situation, with 4 individuals with significant needs that we need to figure out what to do now that the leases are due to end. We started this planning over a year ago. We started talking about what is it that these folks wanted to do. We talked about the needs of each and started looking into what might be available, including calling the owner of the home to find out what his intentions were once the lease was up. The support coordinators felt they needed training on how to approach planning for people that don't communicate like you and I do. We brought in Sally Burton-Hoyle to do that. They had the planning meetings individually and came back with everything you heard tonight. They want to stay together, they've lived together a long time and they really want to stay at the home. So that's what we have been working towards since the beginning of the year is figuring out how to make that work and Mr. Cook is exactly right, it takes a lot of work to do that. Now, have we looked at other options, yes we have, because I was not convinced and I'm still a little worried that we're not going to make it work at the MOKA home, because we had to agree to a selling price. When we tried this with another home, MOKA didn't want to purchase the home. In this situation they were willing to look at it. An issue is, we can't guarantee we'll have individuals to live there. If they purchase the home they will have that mortgage, they will use the resident's social security to pay for the mortgage. If someone for some reason is not living there any more, then they have a problem meeting that mortgage. I did not say, no we won't have 5 people to live there, I said I can't guarantee it. However as they did their research they realized that there might be other counties that might want to use that home. They went to their board and got permission to move forward with an appraisal for the home. Right now the plan is for MOKA to buy the Woodlea home. The other issue is once that state lease ends, the services for support is funded differently. Now we bundle everything together and pay for all of the expenses related to that care. Once that lease is over their SSI has to pay for all that room and board and we are trying to figure out how that can happen. As MOKA is trying to put together numbers, some of the numbers they were a couple hundred off and a couple breaking even. Two main issues are transportation and consumable supplies. With the transportation we can roll it into consumers living support and then we can pay for what the gentlemen do not. The other issue is consumable supplies, a lot of the items fall into a MA category called enhanced pharmacy. There is a list of thing that we can pay for that with MA money. MOKA is still getting that information together so we can see what we can pull out to bring the consumables down so it can be affordable. Discussion followed as to what is not enhanced pharmacy and what the owner is asking for rent vs purchase. Questions regarding the meetings. Clarification from Ms. Durkee, there were two things going on. Support coordinators were having individual meetings with the men, and their guardian and family members. The purpose of those meetings were to find out what do you want to do, who do you want to live with and what are the needs of staffing and equipment. They brought that back to more of an administrative meeting and our job was to figure out how to make that work. That was the meeting that one of the families mentioned. They did call me and wanted to know why they couldn't come and I said that it's really just to figure how to make it work. I offered to keep calling her and after I called her the first time she seemed satisfied. The first principal of self-determination is freedom to plan the life that you want, so that is the question that we asked. That is what we have been trying to accomplish. Putting Pullman in the mix I know concerned and frustrated people, but I really felt we needed a plan B. People were looking for options just in case the Woodlea purchase didn't work out. In the last 6 weeks we found out that Pullman isn't an option because the bathrooms aren't big enough to handle the equipment. The other issue is there is a statement in the Medicaid manual that talks about the least restrictive setting. That was another hurdle we are going to have to climb.

Mr. Campbell stated it is his intent to have the Program Committee involved. The question was asked if anyone from our staff met with the individuals and guardians and are there minutes? Ms. Durkee reported that yes support coordinators met with the men and guardians and the meeting should be documented in the

support coordinator logs and they reported what they wanted. They were clear there was never any question about what they wanted. There is no policy that everybody needs to live by themselves, it is about freedom to plan the life that they want. Someone mentioned that the home was on the chopping block. It is that the States leases are ending not that anything was on a chopping block. We have two more homes where the lease will be ending. Best Way Providers 108<sup>th</sup> home looks like everyone is choosing to move somewhere else but for Thomas Street it will be problematic, there are more people there with medical issues. I'm guessing that a number of them will want to stay in the home. So we will be in the same situation where we're going to have to figure out how to make that work. I will follow-up on the nurses that said they were closing in July. The money issue has to do making the dollars work in terms of the SSI and room and board vs. services.

**CLINICAL DIRECTOR'S REPORT:**

Ms. Roebing's report had been mailed. Ms. Roebing distributed and reviewed the PALs Conference Satisfaction Survey. Discussion followed. We've had the first Children's System of Care meeting. There are 160 on the waiting list.

**INFORMATION SERVICES DIRECTOR'S REPORT:**

Mr. Thebert-Wright had no written report. Mr. Thebert-Wright reported that the evaluation process of electronic medical records continues and there are four software systems being considered. The affiliation is looking at centralized functions like access, authorization for services, and contract management. Trying to have a proposal by July.

**FINANCE REPORT:**

Mr. Burns is out ill so Ms. Lynn will do the Finance report.

MS. WOLF MOVED TO APPROVE THE FOLLOWING VOUCHERS:

#0459	Vendor & Services	\$4,998.31
#0460	Vendor & Services	623,228.55
#0461	Workers Comp	188.61
#0462	Vendor & Services	6,090.32
#0463	Vendor & Services	438,693.10
#P1347	Payroll	208,453.20
#P1348	Payroll	206,589.94
#P1349	Payroll	209,939.70

SUPPORTED BY MR. KACZANOWSKI. MOTION CARRIED UNANIMOUSLY BY ROLE CALL.

MS. WOLF MOVED TO APPROVE THE FOLLOWING CONTRACTS:

2010-118	2010-250A	2010-315	2010-320	2010-324	2010-328
2010-131	2010-251	2010-316	2010-321	2010-325	2010-329
2010-168A	2010-299A	2010-317	2010-322	2010-326	
2010-208A	2010-312	2010-318	2010-323	2010-327	

SUPPORTED BY MR. WILEY. MOTION CARRIED UNANIMOUSLY BY ROLE CALL.

There were no write-offs.

April collections totaled \$474.00. Money Recovery received \$222.50 and Allegan CMH received \$251.50. Seven accounts were paid on, one in full.

The self-insurance fund is at \$40,605 at the end of April. Reminder, we are still self-insured for dental and run off claims. The run off claims should be done now but the dental is currently running higher than the dental premiums.

The unofficial cash balance at the end of April is \$1,490,379. Discussion followed.

(1/12 budget = \$1,528,254 average monthly operating cash needed)

Ms. St John reported that feedback would be received from the Stakeholders Forums and that feedback will be reviewed as part of the budget development process.

Ms. St John reviewed the budget development process and timeline. Previously, the budget process was only written in a very broad context. This new process and timeline is much more detailed and assigns timeframes and lines of responsibility. The process also incorporates information gathered from stakeholders, technology, equipment and other project needs. Discussion followed.

A Budget Projection Summary and Budget and GF Projection by Cost Center was distributed. These are budget summary reports that have been developed that show how and where state general funds (GF) are spent in the agency. Ms. St John noted that the first page is the overall summary for the budget, page two shows what was budgeted and what is projected by cost center and page three is High Risk/High Cost projections by line item. Discussion followed. It was decided to provide the report monthly to the finance committee.

Management team and Nan will be meeting with the insurance company to do a 1<sup>st</sup> quarter review.

Balance Sheet as of 3/31/10:

<b>Assets</b>		<b>Liabilities</b>	
Cash & Cash Equivalents (includes vac liab, self-ins, CFM, etc)	\$1,975,196	Accounts Payable	\$2,715,886
Accounts Receivable	1,312,022	Vacation Liability	177,631
Prepaid Expenses	136,554	Revenue over (under) Expenses	(177,572)
General Fixed Assets	981,158	Liabilities Total	\$2,715,945
<b>Total Assets</b>	<b>\$4,404,930</b>	<b>Equity in General Fixed Assets</b>	
		Equity in General Fixed Assets	Total Assets Equity
			981,158
		<b>Fund Balance</b>	
<i>Note: FY10 use of fund balance</i>	163,193	Fund Balance	Total Fund
		Balance (\$422,464 unrestricted, \$136,554 restricted)	\$559,018
		<b>Fund Balance – Self Insurance</b>	Total Self-Ins
			\$148,808
		<b>Total Liabilities, Fixed Asset Equity &amp; Fund Balance</b>	<b>\$4,404,930</b>

### **PERSONNEL COMMITTEE:**

The Recipients Rights report was reviewed.

There was an extension request for Sherrie Chase of three additional weeks.

MR. KACZANOWSKI MOVED TO ACCEPT THE EXTENSION OF THREE WEEKS FOR SHERRIE CHASE. SUPPORTED BY MS. WOLF. MOTION PASSED.

**RECIPIENTS RIGHTS ADVISORY COMMITTEE:**

Ms. Myers report had been mailed.

**PROGRAM COMMITTEE:**

Next meeting is June 9th.

**LEGAL COMMITTEE:**

N/A

**OTHER ITEMS:**

- Mr. Campbell welcomed new board member Sara Busfield.
- Please attend the Stakeholders meeting on May 20<sup>th</sup>
- Ms. Pera has requested to step down from the program committee. Mr. Wiley will be replacing her.
- As our Affiliation is interviewing other Affiliations across the state, it has become clear that others are running into the same issues as we are.
- We received a thank you card from Judge Buck for giving him the time to address the board last month.
- Mr. Belco spoke on the importance of Board participation to events.

**PUBLIC COMMENT:** none

MR. KACZANOWSKI MOVED TO ADJOURN. SUPPORTED BY MS. WOLF. MOTION CARRIED.

The meeting adjourned at 8:14 p.m.

Respectfully submitted,

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Gail Costephens  
Administrative Assistant

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Jon Campbell  
Board Chairman