

## COMMUNITY MENTAL HEALTH SERVICES OF MUSKEGON COUNTY

**Full Board Meeting  
June 22, 2007  
8 a.m. – John Halmond Center**

### **CALL TO ORDER**

The regular meeting of the Full Board was called to order by Chair Thomas at 8:02 a.m.

### **ROLL CALL**

Members Present: Vern Brusseau, Chuck Buzzell, William Darcy, Ollie Dunbar, Josephine House, Cheryl Natte, I John Snider II, Remington Sprague, Janet Thomas, Bill Gill

Members Excused: Ralph Christiansen

Others Present: James M. Elwell, Glenn Eaton, Judy Kell, Joy Vander Ven

Guests: Peggy Selmon, Group Home Provider

### **MINUTES**

It was moved by Ms. Natte, seconded by Ms. House, to approve the minutes of the May 25, 2007, meeting as written. MOTION CARRIED.

### **COMMITTEE REPORTS**

#### ***Program Committee via Cheryl Natte***

CMHB-07-098 – It was moved by Ms. Natte, seconded by Mr. Snider, to authorize the Community Mental Health Board to approve Policy and Procedure No. 04-023 titled “Managed Mental Health Care Grievances and Disputes.” MOTION CARRIED.

CMHB-07-099 – It was moved by Ms. Natte, seconded by Mr. Gaultney, to authorize the Community Mental Health Board to approve Policy and Procedure No., 20-049, titled “Credentialing Requirements.” MOTION CARRIED.

#### ***Personnel/Recipient Rights Committee via Duane Gaultney***

CMHB-07-100 – It was moved by Mr. Gaultney, seconded by Mr. Snider, to accept the Recipient Rights report for the month of April 2007. MOTION CARRIED.

CMHB-07-101 - It was moved by Mr. Gaultney, seconded by Dr. Sprague, to accept the Recipient Rights report for the month of May 2007. MOTION CARRIED.

CMHB-07-102 - It was moved by Mr. Gaultney, seconded by Ms. Natte, to authorize the Community Mental Health Director to approve reclassification of the vacant, full-time, Supports Coordinator Assistant position (BPN #N77804) at ACT to a new, full-time, Peer Support Specialist position. MOTION CARRIED.

CMHB-07-103 - It was moved by Mr. Gaultney, seconded by Ms. House, to authorize the Community Mental Health Director to approve privileging of CMH’s contracted physician, Zia A. Khan, M.D., for the provision of Psychiatric Services in the areas of MI Adult, Developmentally Disabled, Geriatric, and Chemically Dependent psychiatric evaluation, psychopharmacology, certification, authorization/approval of clinical treatment, and clinical/internship supervision for licensure, effective for two years from the date of approval. MOTION CARRIED.

***Recipient Rights Appeals Committee via Duane Gaultney***

CMHB-07-104 - It was moved by Mr. Gaultney, supported by Ms. House, to uphold the investigative findings of the office and the action taken or plan of action proposed by the respondent. MOTION CARRIED.

***Finance Committee via I. John Snider***

CMHB-07-105 - It was moved by Mr. Snider, supported by Mr. Brusseau, to approve Community Mental Health Services of Muskegon County expenditures for the month ending May 31, 2007, in the amount of \$1,321,577.87 for Fund 2220 and \$4,665,969.32 for Fund 2222. MOTION CARRIED.

CMHB-07-106 - It was moved by Mr. Snider, supported by Mr. Gill, to authorize the Community Mental Health Director to accept the results of the Internal Service Fund Analysis for Medicaid Mental Health Services prepared by Milliman Consultants and Actuaries and maintain our current Internal Services Fund balances at the current levels. MOTION CARRIED.

CMHB-07-107 - It was moved by Mr. Snider, supported by Mr. Gaultney, to authorize the CMH Director to pass on to eligible providers the remaining .7% of the State's mandated 2% wage increase for direct-care workers, as a lump-sum payment. MOTION CARRIED.

CMHB-07-108 - It was moved by Mr. Snider, supported by Mr. Brusseau, to authorize the CMH Director to sign a contract with Rehman Robson, CPA, for professional auditing services for FY2007 through FY2009. Costs not to exceed \$31,800 for FY2007, \$32,700 for FY2008, and \$33,700 for FY2009. MOTION CARRIED.

**ITEMS FOR CONSIDERATION**

There were no items for consideration.

**OLD BUSINESS**

There was no old business to discuss.

**NEW BUSINESS**

There was no new business to discuss.

**DIRECTOR'S REPORT**

Mr. Elwell provided a written report to the Board of activity within the agency during the past month.

Mr. Elwell also reported the following:

- The annual Consumer Appreciation Event at Elks Park off Lake Harbor Drive in Muskegon this afternoon at 5:30. Board members are invited to attend.
- At this time the legislature is giving us some hope that they are not going to cut Medicaid. Our revenues will remain as planned for the current fiscal year. In anticipation of the potential 6% reduction in Medicaid funding, CMH examined every program and expenditure. Some of the cost-

saving ideas are being implemented in an effort to make our agency more efficient, and in preparation of potential Medicaid cuts in the future.

- The State was here on a follow-up to the plan of correction on our review recently. Improvements need to be made in the areas of documentation, but overall, it was a positive review. It is anticipated that the new computer system will assist staff with the documentation being requested.
- There will be a financial audit by the State on July 16, 2007. We expect a good review.
- Meetings have been held with Ottawa CMH's Interim Director and Ottawa County's Finance Director to discuss Medicaid funding. Work will begin on establishing a date and time for the joint meeting of Ottawa and Muskegon's CMH Boards.
- CMH will be participating with the Substance Abuse follow-up forum on August 8, 2007. In previous years, we have had community forums to discuss SA and how it affects our community and the people we serve. More information will be provided as it becomes available.
- Judy Locmelis, secretary in Administration, is having surgery this morning. Please keep her in your thoughts.
- Eric Berlin, one of our psychologists at Youth Services, passed away unexpectedly last week at the age of 53. We thank him for all the years of service he gave to CMH, and will miss his expertise.

#### **AUDIENCE PARTICIPATION**

There was no audience participation.

#### **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:43 a.m.

Respectfully,

Josephine House  
Board Secretary

/jvv