

WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)
WCCMH QUALITY-FINANCE COMMITTEE MEETING MINUTES

August 8, 2022

Learning Resource Center-Michigan Room (in person)

<https://zoom.us/j/99399888269> (virtual)

2:00-3:30 pm

ROLL CALL: S. Antonow attending remotely from Washtenaw County
A. Dusbiber attending remotely from Washtenaw County
N. Graebner-Sundling attending in person
B. Higman attending remotely from Scio Township
M. Udow-Phillips attending remotely from Washtenaw County

MEMBERS ABSENT: D. Strong

STAFF PRESENT: R. Avedisian, T. Florence, N. Phelps, K. Snay, L. Higle, M. Taylor, S. Amos-O'Neal, B. Hagaman, K. Homan, K. Hoener, T. Cortes, K. Diebboll

OTHERS PRESENT: K. Walker, L. Lutomski, T. Gavalier, M. Creekmore

N. Graebner-Sundling called the meeting to order at 2:11 pm.

- I. Introductions
 - None
- II. Audience Participation
 - None
- III. Committee Response to Audience Participation
 - None
- IV. Quality-Finance Committee Meeting Minutes and Actions from 6/13/22 (Attachment #1)
 - Quality-Finance Committee Meeting Minutes and Actions of 6/13/22 were reviewed.

MOTION BY M. UDOW-PHILLIPS SUPPORTED BY A. DUSBIBER TO RECOMMEND APPROVAL OF THE MINUTES AND ACTIONS FROM THE JUNE 13, 2022, QUALITY-FINANCE COMMITTEE MEETINGS AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	Y
GRAEBNER-SUNDLING	Y	HIGMAN	N/A
STRONG	N/A	UDOW-PHILLIPS	Y

MOTION CARRIED

V. Financial Status Report

- N. Phelps presented the Financial Status Report for the period ending June 30, 2022 (Attachment #2).

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY A. DUSBIBERTO RECOMMEND APPROVAL OF THE FINANCIAL STATUS REPORT ENDING JUNE 30, 2022, AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	Y
GRAEBNER-SUNDLING	Y	HIGMAN	N/A
STRONG	N/A	UDOW-PHILLIPS	Y

MOTION CARRIED

VI. Contracts and Leases

- NONE

VII. Executive Director Authorizations

- NONE

VIII. Regional Finance Update

- Discussed with the FY23 Operating Budget

IX. Old Business

- None

X. New Business

- Program Committee Dashboard- FY22, Quarter 2 (Attachment #3)
 - o T. Florence/L. Hagle provided an update on the Program Committee Dashboard for FY22, Quarter 2 to the Committee.
 - o Numbers for MI Adult showed a significant jump due to CARES numbers now being included.

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY A. DUSBIBER TO ACCEPT THE PROGRAM COMMITTEE DASHBOARD FOR THE SECOND QUARTER OF FY2022 AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	Y
GRAEBNER-SUNDLING	Y	HIGMAN	N/A
STRONG	N/A	UDOW-PHILLIPS	Y

MOTION CARRIED

- Semi-Annual Recipient Rights Report (Attachment #4)
 - o K. Snay presented the Semi-Annual Recipient Rights Report the Committee.

MOTION BY A. DUSBIBER, SUPPORTED BY M. UDOW-PHILLIPS TO ACCEPT THE SEMI-ANNUAL RECIPIENT RIGHTS REPORT AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	Y
GRAEBNER-SUNDLING	Y	HIGMAN	N/A
STRONG	N/A	UDOW-PHILLIPS	Y

MOTION CARRIED

- Recipient Rights Advisory Committee new member review/approval
 - o K. Snay presented a request for L. Lutomski to be approved as a member of the Recipient Rights Advisory Committee (Attachment #5)

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY A. DUSBIBER TO ACCEPT THE REQUEST FOR THE NEW MEMBER REVIEW/APPROVAL TO THE RECIPIENT RIGHTS ADVISORY COMMITTEE AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	Y
GRAEBNER-SUNDLING	Y	HIGMAN	N/A
STRONG	N/A	UDOW-PHILLIPS	Y

MOTION CARRIED

- WCCMH FY21 Compliance Examination
 - o N. Phelps provided an overview of results from the WCCMH FY21 Compliance Examination. (Attachment #6)
 - o Only one item noted as needing corrective action. Corrective measures will be taken surrounding ability to pay forms.
 - o Overall, very successful compliance exam and will be included on WCCMH Board consent agenda for final approval.

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY A. DUSBIBER TO ACCEPT THE WCCMH FY21 COMPLIANCE EXAMINATION AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	Y
GRAEBNER-SUNDLING	Y	HIGMAN	N/A
STRONG	N/A	UDOW-PHILLIPS	Y

MOTION CARRIED

- WCCMH FY23 ANNUAL OPERATING BUDGET
 - o N. Phelps presented the WCCMH FY23 Annual Operating Budget. (Attachment #7)

B. Higman joined the meeting at 2:55 pm.

MOTION BY S. ANTOW, SUPPORTED BY M. UDOW-PHILLIPS TO ACCEPT THE WCCMH FY23 ANNUAL OPERATING BUDGET AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	Y
GRAEBNER-SUNDLING	Y	HIGMAN	N/A
STRONG	N/A	UDOW-PHILLIPS	Y

MOTION CARRIED

- WCCMH FY23 Master Contract List
 - o M. Taylor provided the WCCMH FY23 Master Contract List to the committee for approval.

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY A. DUSBIBER TO ACCEPT THE WCCMH FY23 MASTER CONTRACT LIST AS PRESNETED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	Y
GRAEBNER-SUNDLING	Y	HIGMAN	Y
STRONG	N/A	UDOW-PHILLIPS	Y

MOTION CARRIED

ANTONOW REQUISED FROM TRINITY, ANNA FROM COMMUNITY LIVING NETWORK AND MICHIGAN REHABILITATION SERVICES GRAEBNER FROM ST. LOUIS CENTER, UDOW PHILLIPS FROM MI MEDICINE HIGMAN FROM NAMI

- Board Education: ACCESS/SUD
 - o M. Tasker presentation on ACCESS/SUD was moved to next meeting agenda due to time constraints.

XI. Items for Future Discussions

- Accounts Receivable
- Cost Per Case Comparisons
- Looking at call data and how it affects CARES Team
- CCBHC Performance Measures
- Single point of entry for Substance Abuse Disorder

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY A. DUSBIBER, TO ADJOURN THE WCCMH QUALITY-FINANCE COMMITTEE MEETING.

XII. Meeting adjourned at 3:28 pm.