

WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)
WCCMH QUALITY-FINANCE COMMITTEE MEETING MINUTES
August 14, 2023
Learning Resource Center-Michigan Room (in person)
<https://zoom.us/j/95222756000> (virtual)
2:00-3:30 pm

ROLL CALL: S. Antonow attending virtually
B. Higman attending in person
N. Graebner-Sundling attending in person
M. Udow-Phillips attending in person

MEMBERS ABSENT: A. Dusbiber; H. Heaviland

STAFF PRESENT: R. Avedisian, T. Cortes, L. Gentz, N. Phelps, S. Ray, J. Lovelace, S. Amos O’Neal; K. Snay, L. Higle; H. Linky, T. Florence, M. Tasker; K. Hoener, D. Spencer, E. Montgomery

OTHERS PRESENT: L. Lutomski, T. Gavalier, K. Homan; K. Walker

N. Graebner-Sundling called the meeting to order at 2:00 pm.

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- I. Introductions
 - D. Spencer (CMH), E. Montgomery (CMH)
- II. Audience Participation
 - None
- III. Committee Response to Audience Participation
 - None
- IV. Quality-Finance Committee Meeting Minutes and Actions from 6/12/23 (Attachment #1)
 - Quality-Finance Committee Meeting Minutes and Actions of 6/12/23 were reviewed.

MOTION BY M. UDOW-PHILLIPS SUPPORTED BY A. DUSBIBER TO RECOMMEND APPROVAL OF THE MINUTES AND ACTIONS FROM JUNE 12, 2023, QUALITY-FINANCE COMMITTEE MEETING AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	N
GRAEBNER-SUNDLING	Y	HIGMAN	Y
HEAVILAND	N	UDOW-PHILLIPS	Y

MOTION CARRIED

- V. Financial Status Report
 - N. Phelps presented the Financial Status Report for the period ending June 30, 2023 (Attachment #2)

MOTION BY M. UDOW-PHILLIPS SUPPORTED BY A. DUSBIBER TO RECOMMEND APPROVAL OF THE FINANCIAL STATUS REPORT ENDING JUNE 30, 2023, AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	N
GRAEBNER-SUNDLING	Y	HIGMAN	Y
HEAVILAND	N	UDOW-PHILLIPS	Y

MOTION CARRIED

VI. Contracts and Leases

- None

B. Higman handed out the “Taking Care – A Guide to Mental Health for Everybody” pamphlet from NAMI to the Committee.

VII. Executive Director Authorizations

- M. Taylor presented the Executive Director Authorizations to the Committee. (Attachment #3)

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY B. HIGMAN TO RECOMMEND APPROVAL OF THE EXECUTIVE DIRECTOR AUTHORIZATIONS AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	N
GRAEBNER-SUNDLING	Y	HIGMAN	Y
HEAVILAND	N	UDOW-PHILLIPS	Y

MOTION CARRIED

VIII. Regional Finance Update

- T. Cortes provided an update to the Committee.

IX. Old Business

- Board Education: Adult MI Residential
 - o E. Montgomery provided Adult MI Residential education to the Committee.

X. New Business

- Program Committee Dashboard FY23, Quarter 2
 - o L. Hagle provided an update on the Program Committee Dashboard for FY22, Quarter 2 to the Committee.

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY B. HIGMAN TO ACCEPT THE PROGRAM COMMITTEE DASHBOARD FOR THE SECOND QUARTER OF FY23 AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	N
GRAEBNER-SUNDLING	Y	HIGMAN	Y
HEAVILAND	N	UDOW-PHILLIPS	Y

MOTION CARRIED

- Program Committee Annual (Attachment #3)
 - o L. Hagle presented the Program Committee Annual Year End Performance Improvement Report to the Committee.

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY B. HIGMAN TO RECOMMEND APPROVAL OF THE PROGRAM COMMITTEE ANNUAL AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	N
GRAEBNER-SUNDLING	Y	HIGMAN	Y
HEAVILAND	N	UDOW-PHILLIPS	Y

MOTION CARRIED

- Semi-Annual Recipient Rights Report – MOVED TO NEXT MEETING
- WCCMH Fiscal Year 2024 Annual Operating Budget
 - o N. Phelps presented the WCCMH FY24 Annual Operating Budget to the Committee.

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY B. HIGMAN TO RECOMMEND APPROVAL OF THE WCCMH FY24 ANNUAL OPERATING BUDGET AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	N
GRAEBNER-SUNDLING	Y	HIGMAN	Y
HEAVILAND	N	UDOW-PHILLIPS	Y

MOTION CARRIED

- FY23 Compliance Examination
 - o N. Phelps presented the results from the WCCMH FY23 Compliance Examination.

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY B. HIGMAN TO RECOMMEND APPROVAL OF THE FY23 COMPLIANCE EXAMINATION AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	N
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GRAEBNER-SUNDLING	Y	HIGMAN	Y
HEAVILAND	N	UDOW-PHILLIPS	Y

MOTION CARRIED

- WCCMH FY24 Master Contract List
 - o M. Taylor provided the WCCMH FY24 Master Contract List to the Committee for approval.

MOTION BY M. UDOW-PHILLIPS, SUPPORTED BY B. HIGMAN TO RECOMMEND APPROVAL OF THE WCCMH FY24 MASTER CONTRACT LIST AS PRESENTED.

ROLL CALL VOTE:

ANTONOW	Y	DUSBIBER	N
GRAEBNER-SUNDLING	Y	HIGMAN	Y
HEAVILAND	N	UDOW-PHILLIPS	Y

HIGMAN REQUESTED NAMI, UDOW PHILLIPS FROM REGENTS OF THE UNIVERSITY OF MICHIGAN AND CHRT

MOTION CARRIED

- XI. Items for Future Discussions
- Accounts Receivable
 - Cost Per Case Comparisons

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

- XII. Meeting adjourned at 3:28 pm.