

NEXT MEETING: AUGUST 25, 2022 – 7:00 P.M.
TUSCOLA COUNTY FAIR MIDWAY HALL
700 SOUTH ALMER STREET, CARO, MI 48723
IF UNABLE TO ATTEND CALL: 989.673.6191 OR 1.800.462.6814

The regular meeting of the Tuscola Behavioral Health System's Board of Directors was called to order by Chairperson Grimshaw, July 28, 2022 at 7:02 pm, at the TBHS Training Center located at 129 East Burnside Street, Caro, MI 48723.

BOARD ATTENDANCE:	Bardwell	Present	McNett	Present
	Fritz	Present	Moore	Present
	Griesing	Present	Partridge	Present
	Grimshaw	Present	Ryan	Present
	Harrington	Present	Snider	Present
	Helmbold	Present	Szostak	Present

STAFF ATTENDANCE:	Beals	Present	Majeske	Present
	Dudewicz	Present	Mitchell	Present

ROLL CALL taken by Snider.

MEETING OPEN TO THE PUBLIC: Cole Wood, Bill Lutz, Bill Campbell, Matt Koch, Bill Putman, Barb Putman, Billy Putman, Blake Putman, Jennifer Putman, and another individual, name unknown.

CHANGE IN THE AGENDA: Chairperson Grimshaw moved line item #11 – Easement Request up on the agenda to line item #4.

REQUEST FOR EASEMENT: Bill Putman spoke on behalf of Putman Developing who are seeking an easement at the Personal Independence Center at 1332 Prospect Drive to access the city of Caro's sewer main. Drilling would occur underground and there will be no disruption to current functions/services of individuals served.

DATE-NUMBER	BODY	ACTION
July 28, 2022 - - 1	Griesing moved and Szostak supported to approve the easement request at 1332 Prospect Avenue, Caro, MI to Putman Developing to access the City of Caro's sewer line.	

Motion Carried

Chairperson Grimshaw to sign the contract on behalf of the Board when received.

APPROVAL OF MINUTES:

July 28, 2022 - - 2	Snider moved and Partridge supported to accept the minutes from the June 23, 2022 meeting as mailed.
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Motion Carried

CONTRACTS/AGREEMENTS REVIEWED BY DUDEWICZ:

July 28, 2022 - - 3	Griesing moved and Moore supported to approve the Contracts/Agreements presented on the Contract List Sheet dated July 28, 2022 and authorize the CEO to sign on behalf of the Board.
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Motion Carried

CONTRACT TERMINATIONS REVIEWED BY DUDEWICZ:

July 28, 2022 - - 4

Szostak moved and McNett supported to approve the Contract Terminations as presented on the Contract List Sheet(s) dated July 28, 2022.

Motion Carried

AMENDED OPERATING BUDGET REQUEST FOR FY21/22 REVIEWED BY DUDEWICZ:

July 28, 2022 - - 5

Griesing moved and Szostak supported to approve the amended Operating Budget for FY21/22 as presented.

Motion Carried

FINANCIAL STATEMENTS REVIEWED BY DUDEWICZ:

July 28, 2022 - - 6

Szostak moved and Griesing supported placing the Financial Statements on file as presented.

Motion Carried

RFP FOR VEHICLE FINANCING BY DUDEWICZ:

Received three (3) out of seven (7) RFPs for vehicle financing. Requesting Board approval to finance through Mayville State Bank with the interest rate of 3.90% in the amount of up to \$300,000.

July 28, 2022 - - 7

McNett moved and Partridge supported to approve vehicle financing through Mayville State Bank for up to \$300,000 as presented and authorize the CEO to sign on behalf of the Board.

Motion Carried

CHIEF EXECUTIVE OFFICER'S REPORT BY BEALS (highlighted areas of written report):

- FY22 Medicaid – MSHN reported on 7/18/2022 that the savings estimate is \$76.6 million with a lapse due back to MDHHS of \$56.3 million (through May).
- FY 22 General Fund – Nothing new to report.
- COVID - We have had recent positive COVID cases at one direct operated residential home and at three contract residential homes.

Since we have started doing COVID tests at PIC, the nurses have completed 222 tests for staff and residents of our residential homes. The last staff that has tested positive was on July 2, 2022.

We did return to in-person meetings and conference attendance for staff on July 11, 2022. We are hoping that our staff numbers remain low and that we will be able to continue with these in-person functions and also hopefully have an in-person staff appreciation event on September 9, 2022.

The Public Health Emergency has been extended until October 13, 2022.

- Staffing - We have been able to fill several positions since the June board meeting. We have filled: 1 Family Services Clinician, 1 Children's Home-Based Assistant, 1 Information Systems

Specialist, 2 full-time residential, 1 part time residential, 1 Registered Nurse, 1 part time medical records, 1 full time secretarial support,

Current open positions include the following: ACT Supervisor, Children's Home-Based Supervisor, 2 part time residential, 1 full time residential, 1 Case Manager/Supports Coordinators (MI), 1 Case Manager/Supports Coordinator (DD), 1 ACT Advocate, 3 Children's Services Workers, Quality Systems/Compliance Supervisor, Registered Nurse, Acute Care Coordinator, Peer Wellness Coach, Youth Peer Support Specialist and an after- hours Emergency Services worker. We also have a need for a Speech Therapist as either an employee or contractual.

Staff Psychiatrists - Dr. Challa will be back as a 30 hour per week employee in September. We continue to work with Locum Tenens companies for Locum psychiatrists and continue to look to add additional psychiatrists/additional hours.

- State Facility - During a state facility meeting this month, Dr. Mellos reported that the state will be reducing the bed capacity at Kalamazoo, Walter Reuther and Hawthorne due to staffing shortages. Capacity at Kalamazoo and Walter Reuther will each be reduced by 50 beds and capacity at Hawthorne will be reduced by 10 beds. Wait list at Hawthorne was reported to be at 60.

Dr. Mellos shared staffing information related to the state hospitals as follows:

Facility	Active	Vacant	FMLA	Intermittent FMLA
Caro	157/71%	13/6%	24/11%	27/12%
Forensic Center	116/48%	50/21%	21/9%	51/22%
Hawthorne	68/55%	30/24%	10/8%	15/13%
Kalamazoo	71/32%	36/16%	23/11%	90/41%
Walter Reuther	82/47%	19/11%	6/4%	66/38%

At a subsequent meeting, Dr. Mellos did report that with few exceptions, individuals with a diagnosis of intellectual/developmental disabilities will no longer be admitted to state hospitals as these are not the individuals that the state hospital system was designed to treat.

- Purchases - We had looked at a number of high-cost items to consider for purchase but have prioritized these items in the following order:

1. Replacement of the exterior camera system at PIC – Bids received from 3 of the 4 vendors that were contacted. Requesting approval to have B's Electric install a 5MP Speco camera system with 6TB Hard Drive and a 24" monitor for \$9,968.90 and approval of the use of local funds to make this purchase.

July 28, 2022 - - 8

Helmhold moved and Moore supported to approve B's Electric to install a 5MP Speco camera system with 6TB Hard Drive and a 24" monitor for \$9,968.90 and approval of the use of local funds to make this purchase.

Motion Carried

2. New awnings for entrances into PIC - We are still waiting for bids for this item.
3. Fencing - Not our priority at this time but looking to see if it is possible to install an automated gate versus the manual opening gate that we currently have in place.
4. Generators - These are not feasible to pursue - Chairperson Grimshaw suggested getting a quote for the whole building and to contact Mike Miller to see who the county had received quotes from to install their generators.

Several other routine maintenance projects have been completed or are in the process of completion. These include carpet replacement, painting, countertop removal, exterior trim replacement at Burnside, sign painting, etc.

- MERS - We have made the request to MERS to change our amortization to 3 or 4 years for this year only. Per our Annual Actuarial Valuation Report we are now at 95% funded (from 81%) and have an unfunded liability of \$1,075,509. MERS has adopted a Dedicated Gains Policy that will go into effect in 2023. We have requested some additional information related to this.
- Health Care Savings Contribution - Last year the board approved the contribution to the Health Care Savings account of up to \$400,000 (\$380.00 per employee per year of service). This year I am requesting that the board once again consider approval of contribution to the Health Care Savings account on behalf of our employees. We have identified \$400,000 in the budget for this expenditure.

July 28, 2022 - - 9

Griesing moved and Partridge supported approval for a contribution up to \$400,000.00 to the Health Care Savings account on behalf of our employees.

Motion Carried

- National Health Services Corp/Mi Kids Now Loan Repayment - We received notification on Monday that we have been approved as a National Health Services Corp site. We have not finished the review of the materials to know all of the details regarding this program yet, but this is the first time that we have received this approval.

There is also a new MI KIDS NOW LOAN REPAYMENT program that we were just informed about last week. There was a two-week window for applicants to apply (ends tomorrow). Applicants can be approved for up to \$25,000 per year for 2-year terms for student loan forgiveness, \$200,000 maximum. We did complete the application process for one employee yesterday.

- Food Truck - TBHS will be sponsoring a food truck working with the Good Samaritan and Eastern Michigan Food Bank on August 30, 2022. We also sponsored a Spoonfuls of Plenty meal.

MID-STATE HEALTH NETWORK BOARD REPORT

Grimshaw and Griesing reported on the MSHN Board of Director's meeting that was held on Tuesday, July 5, 2022.

BOARD ENDS POLICIES APPROVAL:

After review of the Board Ends Policies, the following changes were recommended.

I-004-001 – Promotion – No changes

I-004-002 – Advocacy – No changes

I-004-003 – Services – No changes.

I-004-004 – Collaboration – No changes.

I-004-005 – Resources – No changes.

I-004-006 – Compliance – No changes

I-004-007 – Education & Training – Wording change.

Proposed change: Replace "consumers" with "individuals served".

I-004-008 – Consumer Empowerment – Wording change.

Proposed changes: First paragraph change “consumers” to “individuals served”. Second paragraph after “all areas of” add “the lives of individuals served” and delete “consumer’s lives”

July 28, 2022 - - 10

Szostak moved and Helmbold supported to approve the Board Ends Policies as presented.

Motion Carried

BOARD POLICIES REVIEW/APPROVAL:

The following Board Policies were distributed to members with suggested revisions. Beals is requesting approval of the following revised Board Policies:

I-001-008 – Board Members’ Code of Conduct

I-001-009 – Conflict of Interest Pertaining to Mid-State Health Network

I-002-004 – Monitoring Executive Performance

I-003-001 – General Executive Constraint

I-003-002 – Treatment of Consumers (“Consumers” changed to “Individuals Served”)

July 28, 2022 - - 11

McNett moved and Moore supported to approve the Board Policies with the revisions made to Board Policies I-001-008, I-001-009, I-002-004, I-003-001, and I-003-002 as presented.

Motion Carried

COMMITTEE REPORTS:

Chairman Grimshaw reported the Executive Board Committee (Grimshaw, Griesing, Snider, & McNett) reviewed CEO’s Performance Evaluation and is recommending giving a 15% performance-based bonus to CEO.

July 28, 2022 - - 12

Partridge moved and Helmbold supported to approve a 15% performance-based bonus for CEO calculated on her base wage for the remarkable job she has done.

Motion Carried

Snider reported that the Search Committee has met on four different occasions to review over 40 applications that have been submitted. Most of the applications submitted did not meet the minimum standards to qualify. Received proposals from two different professional search firms, Rehmann agency out of Troy and Hiring Solutions out of Lansing. The committee is recommending hiring the Rehmann agency for the search of a CEO.

July 28, 2022 - - 13

Snider moved and Griesing supported to accept the outlined proposal from the Rehmann agency to search for a CEO.

Motion Carried

OTHER BUSINESS:

Chairperson Grimshaw shared that prior to Beals retirement the board should review the board manual and make any necessary changes such as the per diem, conferences, etc. For example, Beals shared that in prior years board members contributed a certain amount each month from their pay to a Board fund which covers the cost for flowers, gifts, etc. for board members. This practice was stopped a few years ago when the fund had a surplus of money. The fund is now down to \$200.00. It is up to the board to decide if they would like to reinstate this process.

BOARD'S SELF-ASSESSMENT:

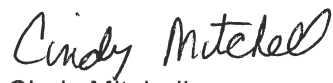
Board Self-Assessment forms were mailed out in the board packet. Please complete and return to Mitchell who will compile the results for Chairperson Grimshaw to review.

AUGUST MEETING AGENDA ITEMS: Contracts Committee will be tabled until the September meeting due to Dudewicz being unavailable to attend the September meeting.

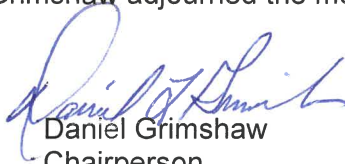
MEETING OPEN TO THE PUBLIC: No public

NEXT MEETING DATE: Thursday, August 25, 2022 - 7:00 pm at the Tuscola County Fair Midway Hall, 700 South Almer Street Caro, MI 48723.

ADJOURNMENT: Chairperson Grimshaw adjourned the meeting at 8:57 pm.



Cindy Mitchell
Recorder



Daniel Grimshaw
Chairperson



Karen Snider
Secretary