

**Mid-State Health Network SUD Oversight Policy Advisory Board**

**Wednesday, October 17, 2018, 4:00 p.m.**

**CMH Association of Michigan (CMHAM)**

**Meeting Minutes**

**1. Call to Order**

Chairperson Hunter called the MSHN SUD Regional Oversight Policy Board of Directors Meeting to order at 4:00 p.m.

**Board Member(s) Present:** Lisa Ashley (Gladwin) (via phone,) Bruce Caswell (Hillsdale), Larry Emig (Osceola), Dick Gromaski (Bay), Susan Guernsey (Mecosta) (via phone), John Hunter (Tuscola), Jerry Jaloszynski (Isabella), Bryan Kolk (Newaygo), Tom Lindeman (Montcalm), Robert Luce (Arenac), Vicky Schultz (Shiawassee), Leonard Strouse (Clare), Sabrina Sylvain (via phone), Deb Thalison (Ionia), and Ed Woods (Jackson)

**Alternate Member(s) Present:** John Kroneck (Montcalm) and Howard Spence (Eaton)

**Board Member(s) Absent:** Clark Elftman (Huron), Steve Glaser (Midland), Christina Harrington (Saginaw), Carol Koenig (Ingham), and Kam Washburn (Clinton)

**Staff Members Present:** Joe Sedlock (CEO), Amanda Horgan (Deputy Director), Leslie Thomas (Chief Financial Officer), Dr. Dani Meier (Chief Clinical Officer), Carolyn Watters (Director of Provider Network Management), Jill Worden (Lead Prevention Specialist) (via phone), Kari Gulvas (Prevention Specialist) (via phone), and Merre Ashley (Executive Assistant)

**2. Roll Call**

Secretary Deb Thalison provided the Roll Call for Board Attendance.

**3. Approval of Agenda for October 17, 2018**

Board approval was requested for the Agenda of the October 17, 2018 Regular Business Meeting, as presented.

**ROPB 18-19-001 MOTION BY DICK GROMASKI, SUPPORTED BY ROBERT LUCE, FOR APPROVAL OF THE AGENDA OF THE OCTOBER 17, 2018 REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED:14-0.**

**4. Approval of Minutes from the August 15, 2018 Regular Business Meeting**

Board approval was requested for the draft meeting minutes of the August 15, 2018 Regular Business Meeting, as presented.

**ROPB 18-19-002 MOTION BY DEB THALISON, SUPPORTED BY BRYAN KOLK, FOR APPROVAL OF THE MINUTES OF THE AUGUST 15, 2018 REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 14-0.**

**5. Public Comment**

There was no public comment.

**6. Board Chair Report**

Chairperson Hunter referenced the board's next meeting date, stating the December 19, 2018 meeting currently stands as scheduled. In the event agenda items are not sufficient, and there is no business to be conducted, members were advised the meeting will be cancelled. Notice to all members will be relayed at least one week prior to the meeting date.

**7. Deputy Director Report**

Ms. Amanda Horgan provided information and overview of materials related to the following:

- FY2018 PA2 Receipts & Payments
- FY2018 PA2 Use of Funds by County and Provider
- FY18 SUD Financial Summary Report, of August 2018
  - Surplus of black grant funds will be spent or will be carried forward to the next fiscal year.
- Intergovernmental Agreement and Summary/Talking Points
  - Full execution must be achieved prior to the current agreement's expiration of January 29, 2019.
  - Distribution of the renewed agreement, with summary of information and request for approval, will occur to all county commissions within the MSHN region in November.
    - Members will be copied on correspondence to their respective county commissions.
- FY19 Initial SUD Allocation Letter
- FY19 PA2 Projections

Mr. Howard Spence arrived at 4:13 p.m.

## **8. Chief Financial Officer Update**

Ms. Leslie Thomas provided information and overview of materials related to the following:

- FY19 Budget
- Public Act 2 Reserve Recommendation
  - To address concerns pertaining to the PA2 fund balance, Ms. Thomas identified and provided recommendation pertaining to the minimum amount of PA2 funds which should remain in the reserve.
    - Should the recommendation be accepted, creation of correlating policy, procedure and action plan, specific to maintenance of a minimum fund balance will be established to avoid overspending.
    - The SUD Oversight Policy Board would have the ultimate authority to approve programs/contracts within their respective counties if fund balance exists.
    - Policy action is not being taken; if such action is needed on the part of MSHN, it will not occur until directed by this board, however establishment of policy and procedure on PA2 Fund Balance will guide and provide direction for MSHN staff.

Ms. Susan Guernsey joined the meeting at 4:29

- Ms. Horgan clarified that a funding plan is not being proposed, provided or intended. What is being proposed is specific to a minimum balance to sustain funding and should be used as a guide. MSHN will not bring forward funding that would cause a balance to drop below the established minimum.
- Chairperson Hunter advised members to take the minimum fund balance recommendation and information back to their communities and local coalitions for feedback on what they feel is sustainable and makes programmatic sense. He encouraged members to communicate those findings to MSHN staff prior to the December meeting to get a better picture of where people stand on this issue and to inform a decision(s).

**9. FY18 Substance Use Disorder (SUD) PA2 Funding Requests/Contract Listing**

Ms. Carolyn Watters referenced the FY18 contract listing, provided within meeting packets. She provided an overview of the listing, and information included therein.

**ROPB 18-19-003 MOTION BY JERRY JALOSZYNSKI, SUPPORTED BY VICKI SCHULTZ, TO APPROVE THE FY18 SUBSTANCE USE DISORDER (SUD) FY18 PA2 FUNDING REQUESTS/CONTRACT LISTING, AS PRESENTED. MOTION CARRIED: 15-0.**

**10. FY19 Substance Use Disorder (SUD) PA2 Funding Requests/Contract Listing**

Ms. Watters advised that The Right Door for Hope, Recovery and Wellness had withdrew their original request, and requested board approval on the listing as presented, with omission of The Right Door's renewal.

**ROPB 18-19-004 MOTION BY ROBERT LUCE, SUPPORTED BY KIM THALISON, TO APPROVE THE FY19 SUBSTANCE USE DISORDER (SUD) FY19 PA2 FUNDING REQUESTS/CONTRACT LISTING, REVISED AS NOTED. MOTION CARRIED: 15-0.**

**11. Operating Update**

Dr. Dani Meier provided updates and information on the following:

- Licensing and Regulatory Affairs (LAA) Rule Changes
- State Opioid Response (SOR) Grants
- Mobile Health Unit
- Recovery Housing Grant

**12. Other Business**

Ms. Vicky Schultz requested updates pertaining to the Michigan Department of Corrections (MDOC) and merging of services.

- Dr. Meier advised work is being done to investigate questions and concerns raised by the MSHN Board of Directors.
- Ms. Horgan added that a contract draft has not yet been provided; once that occurs, it will be brought before the MSHN Board of Directors. The anticipated time frame for that to occur is December 2018/January 2019.

**13. Public Comment**

There was no public comment.

**14. Board Member Comment**

There was no further board member comment.

**14. Adjournment**

**ROPB 18-19-005 MOTION BY KIM THALISON, SUPPORTED BY DEB THALISON, TO ADJOURN THE OCTOBER 17, 2018 REGULAR BUSINESS MEETING. MOTION CARRIED: 15-0.**

The MSHN SUD Oversight Policy Advisory Board adjourned at 5:29 p.m.

Meeting minutes submitted respectfully by:  
Merre Ashley  
MSHN Executive Assistant