

**Mid-State Health Network SUD Oversight Policy Advisory Board Meeting  
Wednesday, April 17, 2019, 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 4:01 p.m.

**Board Member(s) Present:** Lisa Ashley (Gladwin), Nichole Badour (Gratiot), John Bodis (Huron), Bruce Caswell (Hillsdale), Larry Emig (Osceola), Steve Glaser (Midland), Dick Gromaski (Bay), Susan Guernsey (Mecosta) (via phone), Christina Harrington (Saginaw) (via phone), John Hunter (Tuscola), Jerry Jaloszynski (Isabella), Carol Koenig (Ingham), Bryan Kolk (Newaygo), Tom Lindeman (Montcalm), Robert Luce (Arenac) (via phone), David Pohl (Clinton), Leonard Strouse (Clare), Deb Thalison (Ionia), and Ed Woods (Jackson) (via phone)

**Board Member(s) Absent:** Vicky Schultz (Shiawassee) and Kim Thalison (Eaton)

**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), Sarah Andreotti (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 April 17, 2019**

Board approval was requested for the Agenda of the April 17, 2019 Regular Business Meeting, as presented.

**ROPB 18-19-013 MOTION BY BRUCE CASWELL, SUPPORTED BY BRYAN KOLK, FOR APPROVAL OF THE AGENDA OF THE APRIL 17, 2019 REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 17-0.**

Mr. Jerry Jalosczyński arrived at 4:04 p.m.

**4. Approval of Minutes from the February 20, 2019 Regular Business Meeting**

Board approval was requested for the draft meeting minutes of the February 20, 2019, Regular Business Meeting, as presented.

**ROPB 18-19-014 MOTION BY LARRY EMIG, SUPPORTED BY BRUCE CASWELL, FOR APPROVAL OF THE MINUTES OF THE FEBRUARY 20, 2019, REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 18-0.**

**5. Public Comment**

Mr. Anthony Muller, Wedgewood Christian Services, addressed the board to provide follow up from the February 20 board meeting, stating he had taken the initiative to visit with Newaygo County providers to affirm Wedgewood Christian Services' goal of working in partnership to provide for the needs of the community.

**6. Annual Organizational Meeting**

- **Election of Chairperson:** Chairperson Hunter called for nominations from the floor, for the office of Chairperson.

**ROPB 18-19-015 MOTION BY DICK GROMASKI, SUPPORTED BY ROBERT LUCE TO NOMINATE DEB THALISON FOR THE OFFICE OF CHAIRPERSON. MOTION CARRIED 18-0.**

**ROPB 18-19-016 MOTION BY JERRY JALOSCZYNSKI, SUPPORTED BY BRUCE CASWELL TO CLOSE THE NOMINATIONS AND CAST UNANIMOUS BALLOT FOR DEB THALISON TO THE OFFICE OF CHAIRPERSON. MOTION CARRIED 18-0.**

- Mr. John Hunter (Ex-Officio) accepted Chairperson Thalison's request to lead the remainder of the day's meeting
- **Election of Vice-Chairperson:** John Hunter called for nominations from the floor, for the office of Vice-Chairperson

**ROPB 18-19-017 MOTION BY DEB THALISON, SUPPORTED BY DICK GROMASKI, TO NOMINATE JOHN HUNTER FOR THE OFFICE OF VICE-CHAIRPERSON. MOTION CARRIED: 18-0.**

**ROPB 18-19-018 MOTION BY JERRY JALOSZYNSKI, SUPPORTED BY ROBERT LUCE TO CLOSE NOMINATIONS AND CAST UNANIMOUS BALLOT FOR JOHN HUNTER TO THE OFFICE OF VICE-CHAIRPERSON. MOTION CARRIED: 18-0.**

- **Election of Secretary:** Vice-Chairperson Hunter called for nominations from the floor for the office of Board Secretary

**ROPB 18-19-019 MOTION BY DICK GROMASKI, SUPPORTED BY DEB THALISON TO NOMINATE BRUCE CASWELL FOR THE OFFICE OF SECRETARY. MOTION CARRIED: 18-0.**

**ROPB 18-19-020 MOTION BY JERRY JALOSZYNSKI, SUPPORTED BY DAVID POHL TO CLOSE THE NOMINATIONS AND CAST UNANIMOUS BALLOT FOR BRUCE CASWELL TO THE OFFICE OF SECRETARY. MOTION CARRIED: 18-0.**

## **7. Board Chair Report**

Vice-Chairman Hunter welcomed Mr. John Bodis and Ms. Nichole Badour, the board's two newest appointees. He reported both had just participated in their board member orientation session and were attending their first meeting in person.

The vice-chairman referenced the disclosure forms, provided in hardcopy within member folders. He advised completion of the information therein is an annual requirement and directed members to submit completed forms to Ms. Merre Ashley after the meeting, or as soon as possible in the days following.

Ms. Carol Keonig arrived at 4:28 p.m.

## **8. Deputy Director Report**

Ms. Amanda Horgan provided information and overview of materials included in board meeting packets on the following topics:

- FY2019 PA2 Funding and Receipts by County
- FY2019 PA2 Use of Funds by County and Provider, as of February 2019
- FY19 SUD Financial Summary Report, as of February 2019
- Intergovernmental Agreement/Addendum Status Update
- FY19 SUD Allocation Amendment #2

## 9. Operating Update

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

- Status of FY19 NOFA (Notification of Funding Availability) Requests/Contracts
  - Approved by the board at their February meeting, proposals have been received from all counties and are getting underway
- Annual Plan Process
  - Identification of goals and/or obstacles has been established to allow readiness for the next fiscal year. Processes have been streamlined in response to feedback from providers, lending to a more collaborative annual planning process for FY20 and beyond. Notification pertaining to the annual plans slated to be released in the next few weeks
- Technical assistance for providers specific to several areas is ongoing. Areas include:
  - Addressing Corrective Action Plans;
  - ASAM Certification/Recertification;
  - Treatment Planning; and
  - Program Planning/Integration (i.e. Trauma Informed Care, Dual Diagnosis)
- Expansion of Services
  - RFPs (Requests for Proposals) for additional services in counties where said services are limited
  - SAMHSA grant funded mobile care unit will reach areas where transportation is an issue, and to rural areas where services are less accessible

## 10. FY19 Substance Use Disorder (SUD) Public Act 2 (PA2) Requests/Contract listing

Ms. Carolyn Watters referenced and provided an overview of the corrected listing provided in hardcopy and included within member folders.

**ROBP 18-19-021 MOTION BY JERRY JALOCZYNSKI, SUPPORTED BY BRYAN KOLK, TO APPROVE THE REVISED FY19 SUD CONTRACT LISTING, AS PRESENTED. MOTION CARRIED: 19-0.**

### **11. Chief Financial Officer Update**

Ms. Leslie Thomas provided a presentation with follow-up information specific to standardization of PA2 allocation and risk reserve, as requested by the board. Following extensive discussion and Q&A, it was established the function should remain consistent with the processes currently in place and utilized by MSHN's finance department.

**ROPB 18-19-022 MOTION BY BRUCE CASWELL, SUPPORTED BY BRYAN KOLK, TO CONTINUE WITH THE SAME PRACTICE AS IS CURRENTLY BEING USED TO DETERMINE PA2 ALLOCATIONS. MOTION CARRIED: 19-0.**

### **12. Other Business**

- 2018 Annual Compliance Report and FY19 Quarterly Compliance Report
  - Ms. Watters provided an overview of the information included within the annual and quarterly reports and responded to member questions and comments. She advised compliance reporting would be provided on a quarterly basis moving forward.

### **13. Public Comment**

There was no public comment.

### **14. Board Member Comment**

Mr. Bryan Kolk voice appreciation to Ms. Thomas for her patience in explaining the complexities of funding and allocations.

Mr. Jerry Jalosczyński offered kudos to MSHN staff, stating his appreciation for the efforts made to educate the board.

Mr. Steve Glaser thanked those appointed to new officer positions for taking on/maintaining such responsibility.

### **14. Adjournment**

Vice Chairman Hunter adjourned the MSHN SUD Oversight Policy Advisory Board Organizational Meeting at 5:19pm

*Meeting minutes submitted respectfully by:  
Merre Ashley, MSHN Executive Assistant*