

**MSHN Substance Use Disorder (SUD)
Oversight Policy Advisory Board Meeting
December 21, 2016 ~ 4:00 p.m.
Meeting Agenda**

- 1) Call to Order
- 2) Roll Call
- 3) ACTION ITEM: Approval of the Agenda for December 21, 2016
- 4) ACTION ITEM: Approval of Minutes from October 19, 2016 (Item 4)
- 5) Public Comment
- 6) Board Chair Report
 - a) Board Member Terms and Reappointments (Item 6A)
- 7) Deputy Director Report
 - a) Follow-up: Request from SUD OPB Members
 - i) Prevention Presentation: Scheduled 02.15.2017
 - b) Section 298 Update
 - c) Summary of PA2 Funding by County FY2016 (Item 7C)
 - d) Summary of PA2 Funding by County FY2017 (Item 7D)
- 8) ACTION ITEM: FY17 SUD PA2 Funding Requests/Contract Listing (Item 8)
- 9) ACTION ITEM: Finance: Use of PA2 Dollars Revised Policy (Item 9)
- 10) Operating Update
 - a) Youth Access to Tobacco (YAT) Activity Report (Item 10A)
 - b) Quarterly Reports
- 11) ACTION ITEM: Receive SUD Quarterly Reports
(County-specific reports provided onsite in respective member board folders)
- 12) Other Business
- 13) Public Comment
- 14) Board Member Comment
- 15) Adjournment

Mid-State Health Network

**SUD Oversight Policy
Advisory Board
December 2016 Meeting**



MEETING LOCATION
Michigan Association of
Community Mental Health Boards
(MACMHB)
426 S. Walnut, Lansing
Upstairs Training Room

TELE-CONFERENCE:
Call in: 1.888.585.9008
Conference Room: 182 260 353

Please call/email Leathia Hodge
to confirm your attendance
517.253.7525
leathia.hodge@midstatehealthnetwork.org



**UPCOMING FY17
BOARD MEETINGS**
February 15, 2017
April 19, 2017
June 21, 2017
August 16, 2017

All meetings will be held from
4:00-5:30 p.m. at MACMHB
unless noted otherwise.



MSHN Board Approved Policies
May be Found at:
<http://www.midstatehealthnetwork.org/policies/>

Mid-State Health Network (MSHN) SUD Regional Oversight Policy Board**Wednesday, October 16, 2016, 4:00 p.m.****Michigan Association of CMH Boards (MACMHB)****Meeting Minutes****1. Call to Order**

Chairperson Carl Rice, Jr. called the MSHN SUD Regional Oversight Policy Board Meeting to order at 4:00 p.m.

Board Member(s) Present: Bruce Caswell (Hillsdale), Larry Emig (Osceola), John Hunter (Tuscola), Jerry Jaloszynski (Isabella), Steve Johnson (Newaygo), Carol Koenig (Ingham), Tom Lindeman (Montcalm), John McKellar (Saginaw), Carl Rice (Jackson), Vicky Schultz (Shiawassee), Sabrina Sylvain (Gratiot) (via phone), Debbie Thalison (Ionia) (via phone), Kim Thalison (Eaton), and Kam Washburn (Clinton)

Alternate Board Members Present: John Kroneck (Montcalm), Howard Spence (Eaton)

Board Member(s) Absent: Clark Elftman (Huron), Richard (Dick) Gromaski (Bay), Susan Guernsey, Jim Leigeb (Midland), Leonard Strouse (Clare), Virginia Zygiel (Arenac)

Staff Members Present: Amanda Horgan (Deputy Director), Dr. Dani Meier (Chief Clinical Officer), Joseph Sedlock (Chief Executive Officer), Carolyn Watters (Director of Provider Network Management), Ashley Kniceley (Treatment Specialist), Merre Ashley (Executive Assistant)

2. Welcome New Board Member

Chairperson Rice and Ms. Amanda Horgan welcomed Commissioner Carol Keonig to MSHN's SUD Oversight Policy Advisory Board, stating Ms. Keonig has been appointed by the Ingham County Board of Commissioners to fill the seat vacated by Patricia Wheeler. Chairperson Rice expressed his appreciation to the Ingham County Board of Commissioners.

3. Roll Call

Ms. Merre Ashley provided the Roll Call for Board Attendance.

4. Approval of Agenda for October 19, 2016 Regular Business Meeting

Board approval was requested for the Agenda of the October 19, 2016 Regular Business Meeting, as presented.

ROPB 16-17-001 MOTION BY LARRY EMIG, SUPPORTED BY JOHN HUNTER, FOR APPROVAL OF THE AGENDA OF THE OCTOBER 19, 2016 REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 14-0.

5. Approval of Minutes from August 17, 2016 Regular Business Meeting

Board approval was requested for the meeting minutes of the August 17, 2016 Regular Business Meeting, as presented.

ROPB 16-17-002 MOTION BY KAM WASHBURN, SUPPORTED BY JERRY JALOSZYNSKI, FOR APPROVAL OF THE MINUTES OF THE AUGUST 17, 2016 REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 14-0.

6. Public Comment

Dr. Meier introduced Ashley Kniceley, recently hired MSHN Treatment Specialist. He added Ms. Kniceley's experience at Washtenaw CMH and extensive work with SUD providers adds well to MSHN's clinical team. Dr. Meier explained her work will center around provider services in the western portion of Region 5.

7. Board Chair Report

Chairperson Rice addressed the Board Meeting Calendar, specifically referencing the December 21 meeting date, and opened the floor for discussion. Following board member input, the decision was made to maintain the established schedule until it is determined if there are items requiring board action prior to the next scheduled meeting in February 2017.

Chairperson Rice announced Gladwin County's appointee, Paul Graveline, resigned effective September 30, 2016, as he relocated out of Gladwin County. Communications with the county have occurred, however a replacement has not yet officially been named by Gladwin County Board of Commissioners.

Chairperson Rice reported that a bill that has been put forth to raise the beer tax, proceeds from which are partially earmarked for SUD treatment and prevention. Ms. Kim Thalison added the beer tax has not been raised since 1964; statistically, 80 percent of beer is consumed by 20 percent of the population, making it a user tax basically. She encouraged board members to continue to work and advocate through community prevention coalitions. Ms. Thalison stated work around the coalition table includes looking at gaps which are occurring within services and ways to blend the available dollars as much as possible to build capacity. She stated it would be helpful if information was provided specifically delineating what PA2 funding could be requested for, with further definition of the combination of block

grant and PA2 funding allocations to assist in building capacity in prevention services. In response, Vice-Chairperson Hunter stated the performance measurement tool for prevention deals essentially with a moving target; outcomes and results are not readily available for reporting which presents a challenge when making requests for additional funding. Dr. Meier agreed, and stated he would work with MSHN's prevention team to bring additional data related to evidence based prevention methods. Following further discussion and board member request, it was determined an educational presentation for board member development would be provided at a future meeting, to include information on the types of prevention activities, respective target populations, and evidence based practices and other aspects of SUD prevention.

8. Deputy Director Report

Ms. Amanda Horgan provided information on the following:

- FY17 SUD Projected Allocations – Block Grant
 - Letter and information included within board meeting packets
- MDHHS SUD Site Review Update
 - Summary Report
 - On-site audits conducted of SUD administration
 - Results included in the summary provided
 - Full compliance was achieved in all but two standards
 - Review went very well
 - Partial compliance received as full round of site reviews have not been completed due to MSHN being in its first year of directly operating and managing the SUD benefit of twenty-one counties
 - Methods and tools received full compliance
 - Expectation is that MSHN will achieve full compliance next year

9. Approval of FY17 SUD PA2 Funding Requests/Contract Listing

Ms. Carolyn Watters provided an overview of contracts included on the listing; recommended for approval, as presented. She provided an overview of the reports and contract listing, included within board meeting packets.

Mr. John McKellar asked a procedural question, stating he represents one of the agencies proposed for funding on the contract listing, and asked whether he should abstain from voting or make known for the record. Chairperson Rice stated a conflict of interest policy is in place to address this issue. Ms. Horgan advised that per established policy, board members should abstain from voting on any matter affecting the agency/organization with which the OPB member is directly affiliated.

Following discussion, Mr. Joseph Sedlock addressed the board, and stated it is important for members to declare conflicts which they believe may exist. He also clarified the FY17 contract listing is approval to recommend to the MSHN Board of Directors for their action and approval, as the PA2 funding components are typically only a portion of a contract. Parliamentarian Jalosczynski supported Mr. Sedlock's recommendation for board member declaration, adding no conflict of interest exists if sitting on a coalition board, as participants are not paid.

Chairperson Rice requested board members review the FY17 Contract Listing, as provided, to determine if a conflict exists, and if so, please state for the record.

Ms. Carol Keonig stated written conflict of interest statements have been completed and provided by all board members previously, and referenced the Conflict of Interest Policy, reading aloud to the board. She concluded if any member who has a personal financial conflict should abstain.

Chairperson Rice reiterated if a board member has a conflict in terms of money being allocated to a specific agency in which they are in a position to influence the money, it should be stated.

Vice-Chairperson Hunter recommended a round-table disclosure of agency involvement for simplicity. If a member discloses information which raises a red flag, the board could implore him/her to provide additional details regarding the member's involvement. All disclosures and resulting recusals should be reflected within the minutes, and the vote be taken.

Mr. John McKellar disclosed his relationship with the Saginaw County Department of Public Health, as the Saginaw County Health Officer.

Ms. Kim Thalison disclosed her relationship with Eaton County RESA, which receives PA2 funding.

Ms. Carol Keonig disclosed she is an Ingham County Commissioner and Chair of CMH for Clinton, Eaton & Ingham Counties (CEI) Board of Directors.

Ms. Vicky Schultz disclosed she is the Chief Executive Officer of Catholic Charities of Shiawassee and Genesee Counties, and is paid through the agency.

Mr. Jerry Jalosczynski disclosed he is a member of his county's local coalition, but receives no reimbursement for participation.

Mr. Kam Washburn disclosed he is on the CMH for Clinton, Eaton & Ingham (CEI) Board.

Following board member disclosure, Chairperson Rice inquired of Parliamentarian Jalosczynski whether based policy, recusal of board member(s) is required. The parliamentarian and Ms. Vicky Schultz agreed she would abstain from voting on approval of the FY17 contract listing due to conflict of interest.

Chairperson Rice called the question, stating for the record that Ms. Vicky Schultz would abstain from voting due to conflict of interest.

ROPB 16-17-003 MOTION BY LARRY EMIG, SUPPORTED BY JERRY JALOSCZYNSKI, FOR APPROVAL OF THE FY17 SUD FUNDING REQUESTS/CONTRACT LISTING, AS PRESENTED. MOTION CARRIED: 13-0. Abstained: Ms. Vicky Schultz

10. Approval to Receive and File the Financial Report

Ms. Amanda Horgan provided an overview of the PA2 funding report, displaying figures through September 30, 2016, and recommended Board approval, as presented.

ROPB 16-17-004 MOTION BY JOHN MCKELLAR, SUPPORTED BY JERRY JALOCZYNSKI, FOR APPROVAL TO RECEIVE AND FILE THE FINANCIAL REPORT, AS PRESENTED. MOTION CARRIED: 14-0.

11. Operating Update

Dr. Dani Meier provided information on the following:

- Three-year SUD Strategic Plan Update
 - Hardcopy provided onsite, within board folders
 - Approved by the Michigan Department of Health & Human Services (MDHHS)
 - Defines efforts of the region, through the end of year two
 - Members should contact Dr. Meier with any questions following review of the information contained within the plan as presented Review
 - Continuation of Strategic Plan, organized by categories for clarity
 - Provided as information on projects and efforts being done by the clinical team as well as those which have been completed, which is representative of the large scope of work underway throughout the region
- Treatment and Utilization Report
 - Average Cost per Person
 - Average Cost per Service Category Per Person
 - Hardcopy of both sections of the report, provided onsite within board folders, were referenced. Dr. Meier provided brief review of the information contained therein.
 - Questions which arise from review of the report related to board member's respective counties should be directed to Dr. Meier

12. Board Member Development

Ms. Horgan stated Board Member Development is a standard agenda item. She referenced Dr. Meier's presentation provided at the August meeting and requested board member feedback on items they would be interested in receiving education and information on. She stated prevention would be addressed, per the lengthy discussion during this meeting. Ms. Horgan encouraged members to provide feedback on additional topics to Merre Ashley.

13. Other Business

Vice Chairperson Hunter reported on his recent attendance at the Michigan Association of Community Mental Health Board's (MACMHB) Co-Occurring Disorder (COD)/Substance Use Disorder (SUD) conference. He provided information on the keynote speakers and seminars in which he participated, and encouraged members to visit the MACMHB website at www.macmhb.org for notes and presentation materials which contain a great deal of useful information.

Vice Chairperson Hunter stated that out of all the speakers and sessions, the best outcome was recognition of MSHN at the state conference, for their excellence in addressing the needs of its 21-county region, and thanked MSHN for their continuing efforts and hard work.

14. Public Comment

There was no public comment.

15. Board Member Comment

There was no board member comment

16. Adjournment

The MSHN SUD Regional Oversight Policy Board of Directors Meeting adjourned at 5:46 p.m.

Meeting minutes submitted respectfully by:

Merre Ashley
Executive Assistant, MSHN



Roster - SUD Regional Oversight Policy Board Members

Board Member	County of Representation	Term End Date
Bruce Caswell	Hillsdale County	12.31.18
Caswell appointed effective January 2015. County specified three-year term limit		
Clark Elftman	Huron County	12.31.17
Elftman drew a three-year term in October of 2014		
Larry Emig	Osceola County	8.31.18
Emig reappointed effective August 2015; County specified three-year term limit, specifying expiration as 8.31.2018		
Paul Graveline	Gladwin County	Resigned
Graveline resigned effective September 30, 2016. MSHN request for appointment sent to Gladwin County 09.22.2016; no replacement has been named by Gladwin County as of 12.13.16		
Jerry Jaloszynski	Isabella County	12.31.16
Jaloszynski appointed in January 2016; specified one-year term limit, expiring 01.01.2017. MSHN Letter of Support/Reappointment sent to Isabella County 12.2016		
Dick Gromaski	Bay County	12.31.16
Gromaski drew two-year term in October of 2014. MSHN Letter of Support/Reappointment sent to County 11.30.2016		
Susan Guernsey	Mecosta County	8.31.2019
Guernsey re-appointed effective 02.18.2016; no term designated by county. Per Revised Bylaws (Board approved 02.17.16), Term is from September 1. County did not specify term limit; per bylaws, term limit is three years		
John Hunter (Vice Chair)	Tuscola County	12.31.16
Hunter drew two-year term in October of 2014. MSHN Letter of Support/Reappointment sent to County 11.30.2016		
Steve Johnson	Newaygo County	12.31.2017
Johnson appointed 01.07.2015. No term limit designated by County; per bylaws, term limit is three years		
Jim Leigeb	Midland County	12.31.2018
Leigeb re-appointed 01.05.2016; Keenan alternate. No term limit designated by County; per bylaws, term limit is three years		
Tom Lindeman	Montcalm County	12.31.15
Lindeman request for re-appointment letter sent by MSHN on 02.03.2016; no official re-appointment from Montcalm County received. Per County, reappointment request being considered at December/January 2016 meetings, retroactive to January 2016		
John McKellar	Saginaw County	12.31.16
McKellar drew two-year term in October of 2014; MSHN Letter of Support/Reappointment sent to County 11.30.2016		
Carl Rice (Chair)	Jackson County	12.31.17
Rice drew a three-year term in October of 2014		

Roster - SUD Regional Oversight Policy Board Members

Vicky Schultz	Shiawassee County	12.31.17
Schultz drew a three-year term in October of 2014		
Leonard Strouse	Clare County	12.31.18
Strouse reappointed by Clare County 1.20.2016. Term limit not specified by County; per Bylaws, term will be three years		
Sabrina Sylvain	Gratiot County	12.31.16
Sylvain: Correspondence with Gratiot County Clerk (Carol Vernon) on 9.27.16; MSHN Letter of Support and Reappointment sent to County Clerk on 9.23.2016		
Deb Thalison	Ionia County	12.31.16
Thalison drew two-year term in October of 2014; MSHN Letter of Support and Reappointment sent to Ionia County 11.30.2016		
Kim Thalison	Eaton County	12.31.18
Thalison appointed December 2015. Term limit not specified by County; per Bylaws, term will be three years		
Kam Washburn	Clinton County	12.31.17
Washburn drew a three-year term in October of 2014		
Virginia Zygiel	Arenac County	12.31.17
Zygiel drew a three-year term in October 2014		
Carol Koenig	Ingham County	12.31.17
Koenig appointed 08.26.2016 to fill seat vacated by Pat Wheeler. County specified as filling Wheeler's term, established in October 2014 as three years		

02.17.16 Revised Bylaws: Term of membership three (3) years, from September 1 of the year of appointment; REVISED from January 1 of the year of appointment.

Mid-State Health Network
FY2016 PA2 Funding Summary by County

County	Beginning PA2 Fund Balance	Payment Amount	Date Received	Payment Amount	Date Received	Payment Amount	Date Received	Payment Amount	Date Received	Payment Amount	Date Received	Payment Amount	Date Received	Total Amount Anticipated	Total Amount Received	PA2 Interest	Beginning PA2 Fund Balance and Receipts
Arenac	202,286	2,934	2.11.16	8,059	5.5.16	16,351	8.3.16	8,712						23,394	36,055	38	238,379
Bay	1,128,539	17,327	3.17.16	45,142	5.12.16	92,408	9.8.16	49,239	11.10.16					142,470	204,116	208	1,332,863
Clare	210,217	19,604	1.6.16	4,608	4.5.16	11,679	6.16.16	24,020	9.20.16	12,799				37,519	72,709	45	282,971
Clinton	538,685	44,511	12.24.15	10,472	4.15.16	26,748	6.10.16	54,943	9.9.16	29,275				90,233	165,949	98	704,732
Eaton	776,699	80,080	12.10.15	18,948	3.31.16	50,751	6.16.16	103,402	9.26.16	55,097				162,609	308,277	136	1,085,112
Gladwin	46,378	13,815	12.31.15	13,640	2.4.16	3,209	4.30.16	8,211	6.23.16	16,861	9.15.16	8,984		24,950	64,720	19	111,116
Gratiot	197,111	16,198	12.16.15	3,851	3.22.16	10,703	6.1.16	21,674	9.15.16	11,548				32,940	63,973	34	261,118
Hillsdale	154,701	17,460	12.16.15	4,133	2.11.16	11,112	6.6.16	22,626	8.5.16	12,056	11.9.16			44,377	67,386	23	222,110
Huron	287,225	23,920	12.16.15	5,632	3.22.16	14,475	6.1.16	29,699	9.7.16	14,849	11.2.16	976		44,013	89,550	53	376,828
Ingham	1,606,774	256,455	12.18.15	60,693	4.5.16	162,825	6.23.16	331,656	9.20.16	176,720				756,841	988,348	169	2,595,290
Ionia	309,506	25,270	12.22.15	5,964	3.31.16	15,645	6.6.16	31,986	9.15.16	17,043				60,343	95,906	64	405,476
Isabella	562,882	60,787	12.22.15	14,305	3.31.16	36,640	6.6.16	75,226	10.5.16	40,083				119,281	227,040	137	790,059
Jackson	1,127,562	111,583	12.18.15	26,409	3.31.16	70,883	6.6.16	144,189	9.15.16	76,926				217,292	429,990	216	1,557,768
Mecosta	373,366	33,661	12.16.15	7,938	3.22.16	20,696	6.6.16	42,360	9.15.16	22,571	12.5.16			64,745	127,225	87	500,678
Midland	518,754	54,114	12.18.15	12,782	3.25.16	33,770	6.3.16	68,965	9.9.16	36,747				104,003	206,378	98	725,230
Montcalm	381,496	21,395	6.23.16	43,656	9.15.16	65,412								62,371	130,463	85	512,043
Newaygo	198,098	25,442	1.21.16	6,009	5.5.16	15,855	7.18.16	32,385	10.5.16	17,256				59,988	96,947	33	295,077
Osceola	101,457	10,869	12.22.15	2,556	3.22.16	6,493	6.6.16	13,349	9.15.16	7,113				21,003	40,379	24	141,860
Saginaw	3,188,633	38,666	3.22.16	102,814	5.12.16	209,734	8.22.16	111,755						415,495	462,969	598	3,652,199
Shiawassee	528,270	32,239	1.6.16	7,628	5.5.16	20,410	6.29.16	41,590	9.26.16	22,161				64,972	124,027	100	652,397
Tuscola	293,595.84	18,745	11.5.15	4,443	2.22.16	12,052	5.9.16	24,530	8.15.16	13,065				36,138	72,835	60	366,491
	<u>\$ 12,732,237</u>	<u>\$ 925,071</u>		<u>\$ 409,677</u>		<u>\$ 907,847</u>		<u>\$ 1,240,514</u>		<u>\$ 582,168</u>		<u>\$ 9,960</u>		<u>\$ 2,584,972</u>	<u>\$ 4,075,237</u>	<u>\$ 2,323</u>	<u>\$ 16,809,797</u>

Item 7C
(continued)

Mid-State Health Network
FY2016 PA2 Expenditure Summary by County

County	Beginning PA2 Fund Balance and Receipts	October 2015	November 2015	December 2015	January 2016	February 2016	March 2016	April 2016	May 2016	June 2016	July 2016	August 2016	September 2016	Year to Date Payments	Ending PA2 Fund Balance
Arenac	238,379	1,600	1,764	1,714	1,522	2,614	4,171	1,545	1,475	1,199	2,258	1,597	807	22,267	\$ 216,112
Bay	1,332,863	5,320	8,980	5,888	12,184	12,924	15,711	16,127	8,335	11,822	15,279	14,046	18,575	145,191	\$ 1,187,672
Clare	282,971	-	3,057	2,615	1,916	2,018	2,357	2,256	2,041	1,602	2,788	1,937	4,499	27,086	\$ 255,885
Clinton	704,732	8,144	7,941	16,442	14,066	10,494	11,490	20,472	16,493	22,239	7,925	4,241	4,377	144,324	\$ 560,408
Eaton	1,085,112	27,677	22,969	13,877	45,803	28,747	-	57,968	31,300	4,979	54,155	9,819	10,204	307,497	\$ 777,615
Gladwin	111,116	-	-	19	500	518	-	1,694	70	-	-	1,213	986	5,000	\$ 106,116
Gratiot	261,118	6,286	2,578	4,418	3,894	5,244	4,647	4,591	3,572	4,058	9,237	6,057	14,141	68,725	\$ 192,393
Hillsdale	222,110	9,927	9,256	7,309	8,904	6,576	6,434	7,976	5,862	8,148	4,851	6,997	6,664	88,904	\$ 133,206
Huron	376,828	6,221	6,377	472	7,989	1,849	6,185	13,514	5,302	5,717	3,086	9,326	10,514	76,553	\$ 300,274
Ingham	2,595,290	95,412	87,353	117,094	170,677	80,969	94,446	121,114	176,182	136,590	214,288	128,776	206,996	1,629,896	\$ 965,394
Ionia	405,476	1,334	2,130	4,973	2,429	2,560	3,999	2,532	2,952	5,905	3,288	2,536	7,127	41,766	\$ 363,710
Isabella	790,059	-	-	-	673	308	1,225	796	-	-	792	361	720	4,875	\$ 785,184
Jackson	1,557,768	27,284	25,399	24,154	34,437	27,593	25,128	33,707	29,633	33,493	19,638	20,928	20,306	321,700	\$ 1,236,068
Mecosta	500,678	329	-	76	1,225	1,157	(61)	54	602	226	485	(660)	492	3,925	\$ 496,753
Midland	725,230	2,205	21,128	16,817	12,845	11,908	11,297	11,469	15,759	13,346	13,441	18,522	13,998	162,735	\$ 562,495
Montcalm	512,043	288	255	279	134	-	8,309	9,995	9,074	137	134	157	143	28,906	\$ 483,137
Newaygo	295,077	9,340	7,233	10,660	10,579	6,038	8,367	6,223	-	12,997	5,520	7,799	19,722	104,477	\$ 190,600
Osceola	141,860	220	-	50	817	770	(44)	364	563	289	458	864	634	4,986	\$ 136,874
Saginaw	3,652,199	2,505	7,492	18,537	23,431	16,607	22,352	15,249	19,190	11,502	22,598	36,813	40,056	236,333	\$ 3,415,867
Shiawassee	652,397	9,356	4,846	5,662	5,698	6,719	6,856	8,519	6,963	5,912	5,824	5,686	7,790	79,830	\$ 572,567
Tuscola	366,491	2,363	1,954	2,045	2,063	1,665	2,112	2,122	1,721	1,750	1,564	2,273	3,288	24,918	\$ 341,573
\$ 16,809,797 \$ 215,812 \$ 220,711 \$ 253,101 \$ 361,786 \$ 227,277 \$ 234,981 \$ 338,286 \$ 337,088 \$ 281,910 \$ 387,608 \$ 279,290 \$ 392,042 \$ 3,529,894 \$ 13,279,903															

Mid-State Health Network
FY2017 PA2 Funding Summary by County

County	Beginning PA2 Fund Balance	Payment Amount	Date Received	Payment Amount	Date Received	Payment Amount	Date Received	Payment Amount	Date Received	Payment Amount	Date Received	Total Amount Anticipated	Total Amount Received	Beginning PA2 Fund Balance and Receipts
Arenac	216,112											35,235	-	216,112
Bay	1,187,672											199,133	-	1,187,672
Clare	255,885											51,762	-	255,885
Clinton	560,408											118,397	-	560,408
Eaton	777,615											222,824	-	777,615
Gladwin	106,116											36,333	-	106,116
Gratiot	192,393											46,705	-	192,393
Hillsdale	133,206											48,756	-	133,206
Huron	300,274											63,999	-	300,274
Ingham	965,394											714,698	-	965,394
Ionia	363,710											68,927	-	363,710
Isabella	785,184											162,106	-	785,184
Jackson	1,236,068											311,106	-	1,236,068
Mecosta	496,753											91,282	-	496,753
Midland	562,495											148,615	-	562,495
Montcalm	483,137											94,075	-	483,137
Newaygo	190,600											69,787	-	190,600
Osceola	136,874											28,767	-	136,874
Saginaw	3,415,867											451,964	-	3,415,867
Shiawassee	572,567											89,624	-	572,567
Tuscola	341,573											52,839	-	341,573
	<u>\$ 13,279,903</u>	<u>\$ -</u>		<u>\$ -</u>		<u>\$ -</u>		<u>\$ -</u>		<u>\$ -</u>		<u>\$ 3,106,934</u>	<u>\$ -</u>	<u>\$ 13,279,903</u>

**Item 7D
(continued)**

**Mid-State Health Network
FY2017 PA2 Expenditure Summary by County**

County	Beginning PA2 Fund Balance and Receipts	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	July 2017	August 2017	September 2017	YTD Payments	Ending PA2 Fund Balance
Arenac	216,112	1,807												1,807	\$ 214,306
Bay	1,187,672	9,132												9,132	\$ 1,178,540
Clare	255,885	2,520												2,520	\$ 253,365
Clinton	560,408	14,311												14,311	\$ 546,097
Eaton	777,615	9,664												9,664	\$ 767,951
Gladwin	106,116	2,811												2,811	\$ 103,305
Gratiot	192,393	295												295	\$ 192,097
Hillsdale	133,206	338												338	\$ 132,868
Huron	300,274	106												106	\$ 300,168
Ingham	965,394	73,444												73,444	\$ 891,950
Ionia	363,710	194												194	\$ 363,516
Isabella	785,184	2,660												2,660	\$ 782,524
Jackson	1,236,068	19,081												19,081	\$ 1,216,987
Mecosta	496,753	4,701												4,701	\$ 492,052
Midland	562,495	6,067												6,067	\$ 556,428
Montcalm	483,137													-	\$ 483,137
Newaygo	190,600													-	\$ 190,600
Osceola	136,874	4,251												4,251	\$ 132,623
Saginaw	3,415,867	6,555												6,555	\$ 3,409,312
Shiawassee	572,567	637												637	\$ 571,930
Tuscola	341,573	1,689												1,689	\$ 339,883
\$ 13,279,903		\$ 160,262	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,262	\$ 13,119,641

**Mid-State Health Network
FY2017 PA2 Funding Requests**

	<u>Arenac</u>	<u>Bay</u>	<u>Clare</u>	<u>Clinton</u>	<u>Eaton</u>	<u>Gladwin</u>	<u>Gratiot</u>	<u>Hillsdale</u>
Beginning PA2 Fund Balance	216,112	1,187,672	255,885	560,408	777,615	106,116	192,393	133,206
Projected FY2017 Funding Receipts	35,235	199,133	51,762	118,397	222,824	36,333	46,705	48,756
Funding Requests Approved Year to Date	24,288	148,337	26,000	34,027	140,792	29,000	5,000	5,000

<u>Provider</u>	<u>Service Category</u>							
CEI-CMH	Detox	-	-	-	-	-	-	-
Cristo Rey Counseling Services	Prevention and Recovery	-	-	-	-	-	-	-
Eaton Behavioral Health	Recovery Supports	-	-	-	-	3,629	-	-
Family Services & Children's Aid	Prevention and Recovery	-	-	-	-	-	-	-
Mid-Michigan Recovery Services	Recovery and Outpatient	-	-	-	-	-	-	-
State of Michigan (Michigan Rehabilitative Services)	Vocational Services	-	-	-	4,262	4,262	-	-
Current Funding Requests		-	-	-	4,262	7,891	-	-
Projected Ending PA2 Fund Balance		227,059	1,238,468	281,647	640,516	851,756	113,449	176,962

Item 8
(continued)

Mid-State Health Network
FY2017 PA2 Funding Requests

	<u>Huron</u>	<u>Ingham</u>	<u>Ionia</u>	<u>Isabella</u>	<u>Jackson</u>	<u>Mecosta</u>	<u>Midland</u>
Beginning PA2 Fund Balance	300,275	965,394	363,710	785,184	1,236,068	496,753	562,495
Projected FY2017 Funding Receipts	63,999	714,698	68,927	162,106	311,106	91,282	148,615
Funding Requests Approved Year to Date	10,000	685,760	34,662	115,026	263,778	50,320	133,941

<u>Provider</u>	<u>Service Category</u>							
CEI-CMH	Detox	-	148,171	-	-	-	-	-
Cristo Rey Counseling Services	Prevention and Recovery	-	72,064	-	-	-	-	-
Eaton Behavioral Health	Recovery Supports	-	-	-	-	-	-	-
Family Services & Children's Aid	Prevention and Recovery	-	-	-	-	15,720	-	-
Mid-Michigan Recovery Services	Recovery and Outpatient	-	76,441	-	-	-	-	-
State of Michigan (Michigan Rehabilitative Services)	Vocational Services	-	12,785	-	-	-	-	-
Current Funding Requests		-	309,461	-	-	15,720	-	-
Projected Ending PA2 Fund Balance		354,274	684,871	397,975	832,264	1,267,676	537,715	577,169

Item 8
(continued)

Mid-State Health Network
FY2017 PA2 Funding Requests

	<u>Montcalm</u>	<u>Newaygo</u>	<u>Osceola</u>	<u>Saginaw</u>	<u>Shiawassee</u>	<u>Tuscola</u>	<u>Total</u>
Beginning PA2 Fund Balance	483,137	190,600	136,874	3,415,867	572,568	341,573	\$ 13,279,904
Projected FY2017 Funding Receipts	94,075	69,787	28,767	451,964	89,624	52,839	\$ 3,106,934
Funding Requests Approved Year to Date	70,699	5,000	5,000	340,732	24,906	5,000	\$ 2,157,268

<u>Provider</u>	<u>Service Category</u>							
CEI-CMH	Detox	-	-	-	-	-	-	\$ 148,171
Cristo Rey Counseling Services	Prevention and Recovery	-	-	-	-	-	-	\$ 72,064
Eaton Behavioral Health	Recovery Supports	-	-	-	-	-	-	\$ 3,629
Family Services & Children's Aid	Prevention and Recovery	-	-	-	-	-	-	\$ 15,720
Mid-Michigan Recovery Services	Recovery and Outpatient	-	-	-	-	-	-	\$ 76,441
State of Michigan (Michigan Rehabilitative Services)	Vocational Services	-	-	-	-	4,262	-	\$ 25,571
Current Funding Requests		-	-	-	-	4,262	-	\$ 341,596
Projected Ending PA2 Fund Balance		506,513	255,387	160,641	3,527,099	633,024	389,412	\$ 13,887,974

Mid-State Health Network
FY2017 PA2 Funding Requests

County	Beginning PA2 Fund Balance	Projected FY2017 Funding Receipts	Approved FY2017	FY2017 PA2	Projected Ending PA2 Fund Balance
			PA2 Funding Requests	Funding Requests (December)	
Arenac	216,112	35,235	24,288	-	227,059
Bay	1,187,672	199,133	148,337	-	1,238,468
Clare	255,885	51,762	26,000	-	281,647
Clinton	560,408	118,397	34,027	4,262	640,516
Eaton	777,615	222,824	140,792	7,891	851,756
Gladwin	106,116	36,333	29,000	-	113,449
Gratiot	192,393	46,705	5,000	-	234,098
Hillsdale	133,206	48,756	5,000	-	176,962
Huron	300,275	63,999	10,000	-	354,274
Ingham	965,394	714,698	685,760	309,461	684,871
Ionia	363,710	68,927	34,662	-	397,975
Isabella	785,184	162,106	115,026	-	832,264
Jackson	1,236,068	311,106	263,778	15,720	1,267,676
Mecosta	496,753	91,282	50,320	-	537,715
Midland	562,495	148,615	133,941	-	577,169
Montcalm	483,137	94,075	70,699	-	506,513
Newaygo	190,600	69,787	5,000	-	255,387
Osceola	136,874	28,767	5,000	-	160,641
Saginaw	3,415,867	451,964	340,732	-	3,527,099
Shiawassee	572,568	89,624	24,906	4,262	633,024
Tuscola	341,573	52,839	5,000	-	389,412
Total	<u>\$ 13,279,904</u>	<u>\$ 3,106,934</u>	<u>\$ 2,157,268</u>	<u>\$ 341,596</u>	<u>\$ 13,887,974</u>

Item 8
(continued)

Mid-State Health Network FY2017 PA2 Funding Requests December 2016 Oversight Policy Board				
PA2 County	Provider	PA2 Amount Requested	Service Description	New Provider / Renewal Contract
Clinton	State of Michigan (Michigan Rehabilitative Services)	4,262	Vocational Services	Renewal Contract
Eaton	Eaton Behavioral Health	3,629	Recovery Supports	Renewal Contract
Eaton	State of Michigan (Michigan Rehabilitative Services)	4,262	Vocational Services	Renewal Contract
Ingham	CEI CMH	148,171	Detox Services	Renewal Contract
Ingham	Cristo Rey Counseling Services	72,064	Recovery Supports	Renewal Contract
Ingham	Mid-Michigan Recovery Services	29,067	Outpatient Services	Renewal Contract
Ingham	Mid-Michigan Recovery Services	47,374	Recovery Supports	Renewal Contract
Ingham	State of Michigan (Michigan Rehabilitative Services)	12,785	Vocational Services	Renewal Contract
Jackson	Family Services & Children's Aid	15,720	Recovery Supports	Renewal Contract
Shiawassee	State of Michigan (Michigan Rehabilitative Services)	4,262	Vocational Services	New Provider
Total Funding Request		341,596		

"New Provider / Renewal Contract" = New Provider could also indicate that provider did not receive PA2 funds from the identified county in FY2016



POLICIES AND PROCEDURE MANUAL

Chapter:	Finance		
Title:	Use of Public Act 2 Dollars		
Policy: <input checked="" type="checkbox"/>	Review Cycle: Annually	Adopted Date: 01.05.16	Related Policies: Financial Management
Procedure: <input type="checkbox"/>	Author: Chief Executive Officer Chief Finance Officer	Review Date: 12.21.2016	
Version: 2.0		Revision Eff. Date:	
Page: 1 of 2			

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Purpose

Under state law Mid-State Health Network (MSHN) receives liquor tax funds – Public Act 2 (PA2) -- from each of the counties in the region. The funds are for the expressed purpose of local use in treatment, intervention and prevention of substance use disorders (SUD). This policy stipulates the authority for and the approved use of PA2 funds.

Policy

Pursuant to and in accordance with MCL 211.24e MSHN shall receive, administer and use PA2 funds in accordance with the law and at the direction of the SUD Oversight Policy Board (OPB). PA 2 funds shall be accounted for by county of origin and shall be used exclusively in the county from which they were derived. PA 2 fund balance must be accounted for by each county and planned use must occur in the county of origin. Interest income from PA 2 funds is considered local income, and at the direction of the SUD OPB must be used to support SUD treatment, intervention and prevention activities or the related proportionate share of administrative costs.

MCL 211.24e: (11) If the sum of a county's operating property tax levy for the ensuing fiscal year plus the county's distribution to be received pursuant to section 10 of the state convention facility development act, 1985 PA 106, MCL 207.630, exceeds the product of the county's taxable value for the ensuing fiscal year times the greater of the county's base tax rate or concluding fiscal year's operating millage rate, then an amount equal to the lesser of 50% of the excess or 50% of the state convention facility development act distribution shall be used for substance abuse treatment programs within the county. The proceeds received by the taxing unit shall be distributed to the coordinating agency designated for that county pursuant to section 6226 of the public health code, 1978 PA 368, MCL 333.6226, and used only for substance abuse prevention and treatment programs in the county from which the proceeds originated.

At least annually the SUD-OPB shall approve a plan and budget for the use of the PA2 funds. The plan and budget shall include the amount of funding to be expensed; the intended purpose for SUD treatment, intervention or prevention, and identified primary contractors.

**Item 9
(continued)**

To ensure continuity of services and efficient implementation time, the SUD-OPB grants authority to the Mid-State Health Network, (MSHN) CEO to authorize PA2 disbursements not to exceed \$25,000 dollars according to PA2 guidelines for fund usage.

The SUD-OPB shall receive reports on the following:

1. ~~The MSHN Chief Financial Officer (CFO) shall prepare and provide the SUD-OPB with a quarterly report of PA 2 funds disbursed to providersment.~~
2. PA 2 funds received from counties
- ~~3. Contract listing of PA2 funds~~

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Applies to

☐
☒

- ☒ All Mid-State Health Network Staff Selected MSHN Staff, as follows:
MSHN's CMHSP Participants: Policy Only ☒ Policy and Procedure
☒ Other: MSHN SUD Oversight Policy Board

Definitions

CFO: Chief Finance Officer

CMHSP: Community Mental Health Service Program

MSHN: Mid-State Health Network

OPB: Oversight Policy Board

SUD: Substance Use Disorder

Other Related Materials

N/A

References/Legal Authority

Integration Technical Advisory #2: Substance Use Disorder Oversight Policy Board

MCL 211.24e

MCL 211.57a

Change Log:

Date of Change	Description of Change	Responsible Party
TBD	New Policy	Chief Executive Officer
11.06.15	Update Policy – Original not Board approved	Chief Finance Officer
12.12.16	Updated	Deputy Director

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

Youth Access to Tobacco (YAT) Activity Report

This form provides the 'template' for Prepaid Inpatient Health Plan (PIHP) submission of the annual Youth Access to Tobacco Activity (including Synar) Report. Provide the information requested and include concise, explanatory narrative as appropriate.

PIHP Name: Mid-State Health Network – Region 5

Reporting Period: 10/1/15 to 9/30/16

Contact Person:

Name: Jill Worden Phone: 517-657-3001

E-mail: Jill.Worden@midstatehealthnetwork.org

Non-Synar Inspections: Please provide the following information with regard to non-Synar inspections (contracted by the PIHP) and conducted within your region.

Activity Information	Law Enforcement	Civilian	Other law Enforcement	Total
Number of Inspections Planned	240	224	265	729
Number of inspections Conducted	219	276	268	763
Number of retailers who sold if law enforcement/not passing civilian check	33	28	14	75
Number of retailers who didn't sell if law enforcement/passing civilian check	186	248	254	688
Number of Warnings Given	11	4	0	15
Number of YTA Citations Written	16	0	0	16
Total number of YTA fines assessed if known	6	0	0	6
Number of Ordinance Citations	0	0	0	0
Total number of Ordinance fines assessed if known	3	0	0	3

Law Enforcement Inspections

Did information on retailers who received a citation get reported to the Michigan Liquor Control Commission? ☒ YES ☐ NO

If not, why: _____

Civilian Inspections

Were those retailers who didn't pass the inspection identified/tagged for a vendor education visit? ☒ YES ☐ NO

If not, why: _____

Please provide the number of law enforcement entities from which you **requested** YTA violation information: 31

Please provide the number of law enforcement entities from which you **received** YTA violation information: 10

Activities in Support of Enforcement: Please indicate what activities are conducted in your region to support enforcement and compliance with the State's YTA. (Check all that apply).

- ☒ Merchant Education and/or Training
- ☒ Incentives for Merchants who are in compliance (e.g., Reward and Reminder)
- ☒ Community Education regarding the YTA
- ☒ Media Use to publish compliance inspection results
- ☒ Community Mobilization to increase support for retailer compliance with youth access laws
- ☒ Other activities (please list): 1) Sent letters to vendors from local Sheriff's Department requesting vendor compliance 2) Gave vendors tools to help them check ID's 3) Distributed Read the Red Cards

Briefly describe activities under all checked areas: Vendor education was given to well over the 25% requirement. Rewards, like certificates of appreciation are given to those vendors that pass compliance checks. Many presentations have been completed to local coalitions and civic groups regarding the Michigan Youth Tobacco Act.

Tobacco Retailer Master List Improvement and Clarification: Please respond to the following questions regarding this process.

How many tobacco outlets were on your region's segment of the Tobacco Retailer Master List for the fiscal year ending September 30? 1604

How many tobacco outlets were removed (closed, no longer sell tobacco, etc) from your region's segment of the Master List to update it for the fiscal year ending September 30? 62

How many tobacco outlets were added (new outlets) to your region's segment of the Master List to update it for the fiscal year ending September 30? 66

Vendor Education: Please provide the following information with regard to the Vendor Education initiative in your region.

Please list the total number of tobacco outlets visited for the provision of Vendor Education: 1182

Of the outlets visited for Vendor Education, please identify the number of those outlets that were included in your region's Synar Survey Sample Draw: 57

Of those tobacco outlets appearing in both the Vendor Education initiative and the Synar Survey Sample Draw, how many failed the inspection (would have sold)? 10

Of those tobacco outlets appearing in both the Vendor Education initiative and the Synar Survey Sample Draw, how many passed the inspection (would not have sold)? 72

How are tobacco outlets within your region identified for Vendor Education visits?

Vendor Educations are targeted in the following order: 1) New vendors, 2) vendors who failed checks in the past, 3) vendors located in areas with a high concentration of youth, and 4) the remaining visits are distributed throughout the county. Please note that in several counties in the MSHN Region, vendor education is done with 100% of the vendors.

Please provide a description of any trends identified during the Vendor Education initiative, such as: changes in retailer response, attitude, behavior, etc.

Almost 100% of vendors are very receptive to the YTA education and information. Many vendors already had their signage displayed from the State mailing this year.

Formal Synar Inspections: Please provide the following information with regard to the Formal Synar Inspection process within your region.

How many Outlets were assigned to your region for inspection? 91

How many Inspections were completed in your region? 88

Of those inspections completed, how many retailers would have made the sale? 15

Compare the compliance rate for the fiscal year ending September 30 with that of the three previous years. If your PIHP's rate for the current fiscal year was lower than the

previous 3 years, what did you do that you felt worked and will this be continued in the current fiscal year? N/A – see below

If your PIHP's rate for the current fiscal year was higher than the previous 3 years, what is your analysis regarding the increase and what are your plans to lower your region's rate in the current fiscal year? As the MSHN region was just formed in FY15, we only have two years of formal Synar data. In FY15 the MSHN non-compliance rate was 7.5% and for FY16, the non-compliance rate was 17%. We are currently reviewing data in relationship to non-Synar checks to see if there is a pattern. We do know that vendor education was completed on 10 of the 15 non-compliant formal Synar checks completed.

Please provide comments about anything you believe to be significant about your Formal Synar Inspection process: As 13 of 15 Synar fails were conducted utilizing 17-year-old males and females, we may need to do a better job of age testing our youth inspectors.

Please identify any Synar related technical assistance needs that you have in your PIHP region: Would appreciate written guidance on work-permit and worker's compensation for the youth inspectors.

Please provide below your current DYTUR Contact Information. Include each contact person's name, county, e-mail address, mailing address and phone:

Name	County	E-mail Address	Mailing Address	Phone
Pam Yanoski	Arenac	pyanoski@sterlinghealth.net	725 E. State Street, Sterling, MI 48659	989-654-3501
Janine Kravetz	Bay	jkravetz@sacredheartcenter.com	1106 Washington Ave., Bay City, MI 48708	989-894-2991
Danielle Stolicker	Clare	dstolicker@1016.org	703 N. McEwan, Clare, MI 48617	989-802-0742

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(continued)

Name	County	E-mail Address	Mailing Address	Phone
Polly Brainerd	Clinton	pbrainerd@eatonresa.org	1790 E. Packard Hwy. Charlotte, MI 48813	517-541-8913
Kim Thalison	Eaton	kthalison@eatonresa.org	1790 E. Packard Hwy. Charlotte, MI 48813	517-541-8711
Chrisi Maxwell	Gladwin	cmaxwell@1016.org	1302 Chatterton Suite 2, Gladwin, MI 48624	989-246-5975
Ty Warczinsky	Gratiot	ty@linkforfamilies.org	525 N. State St. Alma, MI 48801	989-463-1422
Wendy Playford / Laurie Brandes	Hillsdale	w.playford@yahoo.com / hcsapc@gmail.com	110 Reading Ave. Jonesville, MI 49250	517-849-2333
Shelly O'Henley	Huron	mohenley@hchd.us	1142 South Van Dyke, Bad Axe, MI 48413	989-269-3331
Rod McNeill / Tricia Brubaker	Ingham	RMcNeill@ingham.org / TBrubaker@ingham.org	5303 South Cedar St., Lansing, MI 48911	517-887-4312
Stacy Moore	Ionia	smoore@ioniacounty.org	175 E. Adams, Ionia MI 48846	616-527-5341
Steve Coveio	Isabella	scoveio@1016.org	703 N. McEwan, Clare, MI 48617	989-802-0742
Sarah Allison	Jackson	Sarah.Allison@allegiancehealth.org	100 e. Michigan Ave. – 9 th Floor PCH,	517-205-6734

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(continued)

Name	County	E-mail Address	Mailing Address	Phone
			Jackson, MI 49201	
Kimberly Livingston	Mecosta / Osceola	klivingston@1016.org	21061 19 Mile Rd., Big Rapids, MI 49703	231-527-2000
Michelle Beeck	Midland	mbeeck@tlc4cs.org	3200 James Savage Rd., Suite 5, Midland, MI 48642	989-496-1425
John Kroneck	Montcalm	JohnKroneck@CherryHealth.com	PO Box 836, 129 E. Main, Stanton, MI 48888	989-831-4591
Kaleigh Haase	Newaygo	khaase@ncresa.org	585 Fremont St., Newaygo, MI 49337	231-652-3619
Malissa Mansueto	Saginaw	malissamansueto@gmail.com	1226 N. Michigan Ave., Saginaw, MI 48602	989-755-0937
Lori Glover	Shiawassee	lglover@ccsgc.org	120 W. Exchange St. Owosso, MI 48867	989-723-8239
Jenna Shaw / Amy Cuthrell	Tuscola	jshaw@listpsych.com / acuthrell@listpsych.com	651 North State St., Caro, MI 48723	989-673-5700

Additional Information: _____