



April 30th, 2024, 5:00 pm
Pivotal Conference Room
Centreville, MI

- I. **Approval of Agenda** *Welcome & Preliminaries: the focus for our meeting.* (S. Hall)
- II. **Public Comment:** *Guests and visitors can comment, with a maximum of 3 mins. per person.* (S. Hall)
- III. **RPC Financial Audit Report** (C. Bullock)
- IV. **Consent Agenda** *Ratification and approval of minutes & non-debatable items* (S. Hall)
 - a. Check Register March 2024 pg.3
 - b. March Board Minutes 2024 pg. 6
 - c. April Contracts 2024 pg. 10
- V. **New Officer Elections** (S. Hall)
- VI. **Monitoring Reports** *Assuring Executive and Organizational Performance* (C. Bullock)
 - a. **Executive Limitations:** *Is the organization operating within the boundaries the Board sets?*
 - i. **V.02- Treatment of Consumer*** pg. 11
 - ii. **V.05 – Financial Conditions/Activity*** pg. 15
 1. **Quarterly Investment Report**
- VII. **Performance on Ends:** *Is the organization on track with its vision?* (C. Bullock)
 - a. Report on Ends Accomplishments – Subpart 2* pg. 28
 - b. Discussion on Implication of Ends Report- N/A
- VIII. **Board Policy Review** *Do our existing policies reflect the board's current values?* (New Chair)
 - a. **VI-01 – Global Governance Commitment** – Stacy L pg. 31
 - b. **VI.03 - Board Job Description** – Darci S. pg. 32
- IX. **Board Work on Ends, Linkage Activities, and Board Education (5-10 min)** (New Chair)
 - a. Children's Community Living Supports – Christina M.
 - b. Affinity Clubhouse – Holly C.
- X. **Board Decisions (Motions) Actions:** *Only the Board has the authority to make them.* (New Chair)
 - a. **Architect****
 - b. **BHUC Improvements****
 - c. **QLER Psychiatry Group****
 - d. **July Board Meeting Date & Time ****
 - e. **Formal Notice of Grievance**** pg. 33
- XI. **Communications:** *Keep the Board current on significant events and operations.* (C. Bullock)
 - a. Mental Health Code Compliance Check – J. Cupp pg. 37
 - b. Directors Report April 2024 pg. 38
 - c. Strategic Plan Q2 update pg. 40
 - d. Board Calendar Update pg. 44
 - e. Compliance- Southwest Michigan Behavioral Health Audit FY24 Q1 pg 45
- XII. **Board Process Review and Adjourn:** *How did we use our time, discuss relevant information, and make decisions according to our policies? What will we do in the next meetings to improve our preparation, debate, and process for decision-making?* *

***Motion required **Roll Call Vote**

Recess is Available upon request.

IF YOU ARE UNABLE TO ATTEND, PLEASE GET IN TOUCH WITH THE BOARD OFFICE (269-467-1001 x364) NEXT REGULAR MEETING: May 28th, 2024, PIVOTAL CONFERENCE ROOM.



ADD	Attention Deficit Disorder	SAMHSA	Substance Abuse Mental Health Services Administration
ADHD	Attention Deficit/Hyperactivity Disorder		
ACT	Assertive Community Treatment	SED	Severe Emotional Disturbance (Children with)
AFC	Adult Foster Care		
BHDDA	Behavioral Health and Developmental Disabilities Administration	SMI	Severe Mental Illness (Adults with)
		SPMI	Severely and Persistently Mentally Ill
BH-TEDS	Behavioral Health Treatment Episode Data Set	SUD	Substance Use Disorders
		TANF	Temporary Assistance for Needy Families
BTC	Behavior Treatment Committee		
CARF	Commission on Accreditation and Rehabilitation Facilities		
CCBHC	Certified Community Behavioral Health Clinic		
CIT	Crisis Intervention Team		
CLS	Community Living Supports		
CMHSP	Community Mental Health Service Programs		
CMS	Centers for Medicare and Medicaid Services		
CON	Certificate of Need		
DAB	Disabled, Aged, Blind		
HMP	Healthy Michigan Plan		
HIPAA	Health Insurance Portability and Accountability Act		
ICD	Integrated Care for Dual Eligibles		
ID	Intellectually Disabled (formerly DD – Developmentally Disabled)		
IDDT	Interactive Dual Disorder Treatment		
IMH	Infant Mental Health		
IOP	Intensive Outpatient Services		
IPOS	Individualized Plan of Service		
LBSW	Licensed Bachelor’s Level Social Worker		
LLBSW	Limited Licensed Bachelor’s Level Social Worker		
LLMSW	Limited Licensed Master’s Level Social Worker		
LLP	Limited Licensed Psychologist		
LLPC	Limited Licensed Professional Counselor (Master’s Level)		
LMSW	Licensed Master’s Level Social Worker		
LPC	Licensed Professional Counselor (Master’s Level)		
MACMHB	Michigan Association of Community Mental Health Boards		
MHP	Medicaid Health Plans		
MMPBIS	Michigan Mission Performance-Based Indicator System		
OBRA	Omnibus Budget Reconciliation Act		
PCP	Person-Centered Planning		
PBIP	Performance-Based Incentive Payment		
PIHP	Prepaid Inpatient Health Plan		
PSS	Peer Support Services		
QBIP	Quality Bonus Incentive Payment		
SA	Substance Abuse		
SAL	Service Activity Log		
SCA	Standard Cost Allocation		

PIVOTAL
Disbursements
March 2024

* Voided Checks

Check/EFT #	Vendor	Date	Amount	Description
EFT00000000685	ADAPT INC	3/1/2024	117,549.17	Specialized Residential
64340	AMERICAN UNITED LIFE INSURANCE	3/1/2024	4,980.87	Employee Benefits
EFT00000000692	AST - AUTISM SPECTRUM THERAPIE	3/1/2024	3,280.18	Autism Provider
EFT00000000697	AUTISM OF AMERICA LLC	3/1/2024	10,770.54	Autism Provider
EFT00000000682	BEACON SPECIALIZED LIVING SERV	3/1/2024	144.00	Specialized Residential
64328	BLUE CROSS BLUE SHIELD OF MICH	3/1/2024	98,423.85	Employee Benefits
EFT00000000707	BRANDI BELCHER	3/1/2024	800.00	Contract-Access
EFT00000000703	BRONSON-ACADIA JOINT VENTURE L	3/1/2024	32,500.00	Inpatient Services
EFT00000000698	BROOKSIDE CARE LLC	3/1/2024	7,000.00	Specialized Residential
64332	CENTURYLINK	3/1/2024	163.25	Utilities
64339	CONLIN, MCKENNEY & PHILBRICK P	3/1/2024	577.50	Legal
EFT00000000704	DEAR COUNTRY AFC	3/1/2024	5,796.00	Specialized Residential
64334	DELTA DENTAL	3/1/2024	7,513.50	Employee Benefits
EFT00000000706	DENISE RENEE BINGAMAN DBA JDBI	3/1/2024	1,256.27	Contract-After Hours Emergency
EFT00000000687	DOCTORS NEUROPSYCHIATRIC HOSPI	3/1/2024	3,490.00	Inpatient Services
EFT00000000690	FLATROCK MANOR	3/1/2024	1,854.00	Specialized Residential
EFT00000000678	FOREST VIEW HOSPITAL	3/1/2024	23,276.00	Inpatient Services
EFT00000000691	GAGAN S PC	3/1/2024	8,240.00	Contract-Psychiatrist
EFT00000000701	GREAT LAKES CLEANING SERVICE	3/1/2024	1,150.00	Janitorial Services
EFT00000000688	HARBOR OAKS HOSPITAL	3/1/2024	20,675.00	Inpatient Services
64335	HAVENWYCK HOSPITAL	3/1/2024	17,595.90	Inpatient Services
EFT00000000695	HEART 2 HEART AUTISM CENTER LL	3/1/2024	11,565.21	Autism Provider
EFT00000000679	HILLSDALE COMMUNITY HEALTH	3/1/2024	19,454.60	Inpatient Services
EFT00000000689	HR ALLIANCE 1 INC	3/1/2024	3,451.68	Fiscal Intermediary
EFT00000000694	INNOVATEL TELESPYCHIATRY LLC	3/1/2024	9,168.00	Contract-Access, Outpatient
EFT00000000705	ISOLVED BENEFIT SERVICES	3/1/2024	75.00	Employee Benefits
64333	KERWIN ELECTRIC INC	3/1/2024	275.00	Maintenance
EFT00000000683	KONICA MINOLTA BUSINESS SOLUTI	3/1/2024	60.00	Printers
EFT00000000702	KRISTI MERRILLS PLC	3/1/2024	85.00	Contract-OBRA Assessment
EFT00000000681	KSS ENTERPRISES	3/1/2024	330.83	Supplies
EFT00000000696	LIFETREE BEHAVIORAL HEALTH	3/1/2024	38,122.61	Autism Provider
64329	MICHIGAN COUNCIL #25	3/1/2024	1,245.40	Union Dues
64330	MICHIGAN GAS UTILITIES	3/1/2024	142.61	Utilities
64337	NAVIA BENEFIT SOLUTIONS	3/1/2024	60.00	Employee Benefits
64341	NEUROBEHAVIORAL HOSP OF NW IND	3/1/2024	1,100.00	Inpatient Services
64342	ON TIME SPORTS	3/1/2024	650.00	Burr Oak Shirts
EFT00000000693	RIPPLE EFFECTS AUTISM LEARNING	3/1/2024	49,188.56	Autism Provider
EFT00000000686	SPECTRUM COMMUNITY SERVICES	3/1/2024	332.50	Specialized Residential
EFT00000000677	ST JO CO TRANSPORTATION AUTHOR	3/1/2024	1,080.00	Transportation
EFT00000000676	ST JO CO UNITED WAY	3/1/2024	182.00	Employee Donations
64331	ST JOSEPH COUNTY ISD	3/1/2024	30.00	CPI Certification
EFT00000000684	STATE OF MICHIGAN	3/1/2024	2,735.19	State Inpatient
64336	STRATUS VIDEO LLC	3/1/2024	560.07	Interpreter
EFT00000000680	STUART WILSON, CPA PC	3/1/2024	15,507.10	Fiscal Intermediary
64338	SUSAN PATTISON	3/1/2024	750.00	Contract-Testing
EFT00000000700	SYNTHESIS ABA	3/1/2024	4,723.09	Autism Provider
EFT00000000699	WMU CENTER FOR DISABILITIES	3/1/2024	2,582.63	Autism Provider
64343	WOODBROOK APARTMENTS	3/1/2024	652.00	Client Room/Board
EFT00000000714	ADAPT INC	3/8/2024	1,445.98	Specialized Residential
EFT00000000715	AGAPE AFC HOME	3/8/2024	14,128.80	Specialized Residential
EFT00000000736	AUTISM OF AMERICA LLC	3/8/2024	3,472.72	Autism Provider
64354	BCA - STONECREST CENTER	3/8/2024	16,435.00	Inpatient Services
64352	BEACON MEDICAL GROUP BEHAVIORA	3/8/2024	100.00	Inpatient Services
EFT00000000713	BEACON SPECIALIZED LIVING SERV	3/8/2024	83,428.36	Specialized Residential
EFT00000000743	BRANDI BELCHER	3/8/2024	600.00	Contract-Access
EFT00000000737	BROOKSIDE CARE LLC	3/8/2024	1,000.00	Specialized Residential
EFT00000000744	CAROL NACCARATO	3/8/2024	100.00	Board Member
64347	COMCAST	3/8/2024	159.49	Utilities
EFT00000000719	COMMUNITY LIVING OPTIONS	3/8/2024	68,574.08	Specialized Residential
EFT00000000722	COVERED BRIDGE HEALTHCARE	3/8/2024	120.00	Drug Screening
EFT00000000708	CRETSINGER CARE HOMES LTD	3/8/2024	13,419.75	Specialized Residential
64356	DAMON KNAPP	3/8/2024	50.00	Board Member
EFT00000000726	DATA GUARDIAN	3/8/2024	79.00	Utilities
EFT00000000742	DEAR COUNTRY AFC	3/8/2024	4,600.00	Specialized Residential
EFT00000000731	ELISABETH ROBERTS	3/8/2024	50.00	Board Member
EFT00000000716	FALCO CORPORATION	3/8/2024	24,160.76	Specialized Residential
64344	FRED'S PHARMACY	3/8/2024	44.11	Client Pharmacy

EFT00000000728	GAGAN S PC	3/8/2024	7,828.00	Contract-Psychiatrist
EFT00000000734	GIDDINGS AFC HOME LLC	3/8/2024	11,890.00	Specialized Residential
EFT00000000738	GIDDINGS AFC II	3/8/2024	10,706.51	Specialized Residential
EFT00000000741	GREAT LAKES CLEANING SERVICE	3/8/2024	1,150.00	Janitorial Services
64353	HAVENWYCK HOSPITAL	3/8/2024	25,004.70	Inpatient Services
EFT00000000723	HR ALLIANCE 1 INC	3/8/2024	3,748.32	Fiscal Intermediary
64346	INDIANA MICHIGAN POWER	3/8/2024	345.10	Utilities
64357	INSPIRATION STUDIO DESIGNS	3/8/2024	843.00	Services/Supplies
EFT00000000745	ISABEL DETWILER	3/8/2024	400.00	Contract-After Hours Emergency
EFT00000000746	JONATHAN ANTHONY	3/8/2024	22.40	Employee Expense Reimbursement
EFT00000000721	KATHERINE DECKER	3/8/2024	70.10	Board Member
64350	KATHY PANGLE	3/8/2024	63.40	Board Member
EFT00000000747	KIMBERLY FULTZ	3/8/2024	45.44	Employee Expense Reimbursement
64355	KONICA MINOLTA PREMIER FINANCE	3/8/2024	1,875.25	Printers
EFT00000000733	LIFETREE BEHAVIORAL HEALTH	3/8/2024	21,373.00	Autism Provider
64358	LRS, LLC	3/8/2024	127.20	Trash Disposal-TR
EFT00000000739	LUIS ROSADO	3/8/2024	66.08	Board Member
EFT00000000732	LYDIA MARIE CHAPA	3/8/2024	1,715.00	Contract-Wraparound
EFT00000000735	NYUMBANI AFC	3/8/2024	21,070.62	Specialized Residential
EFT00000000709	PARMETER AFC	3/8/2024	8,728.71	Specialized Residential
EFT00000000710	PINE REST CHRISTIAN MHS	3/8/2024	18,396.00	Inpatient Services
EFT00000000718	PLEASANT ACRES LLC	3/8/2024	36,489.25	Specialized Residential
EFT00000000727	PLEASANT PINES	3/8/2024	28,376.55	Specialized Residential
EFT00000000711	REHMANN	3/8/2024	23,973.65	Contract-Billing
64351	RESIDENTIAL OPPORTUNITIES INC	3/8/2024	17,475.00	Specialized Residential
EFT00000000720	RICHARD SHAFFER	3/8/2024	50.00	Board Member
EFT00000000730	RIPPLE EFFECTS AUTISM LEARNING	3/8/2024	21,192.36	Autism Provider
64345	SEMCO ENERGY GAS COMPANY	3/8/2024	683.12	Utilities
EFT00000000740	STACY LINIHAN	3/8/2024	50.00	Board Member
EFT00000000712	STUART WILSON, CPA PC	3/8/2024	12,853.96	Fiscal Intermediary
EFT00000000725	SUPERIOR CARE OF MICHIGAN	3/8/2024	8,101.44	Specialized Residential
EFT00000000717	THE MEADOWS	3/8/2024	36,892.28	Specialized Residential
EFT00000000729	THE TM GROUP INC	3/8/2024	500.00	IT
64348	TWIN COUNTY COMMUNITY PROBATIO	3/8/2024	2,480.00	DRC
EFT00000000724	UNITY GROUP II	3/8/2024	24,126.24	Specialized Residential
64349	VERIZON WIRELESS	3/8/2024	3,839.99	Employee Cell Phones
EFT00000000760	BRANDI BELCHER	3/15/2024	500.00	Contract-Access
64368	CHASE CARD SERVICES	3/15/2024	13,800.72	Credit Card
64359	CITY OF STURGIS	3/15/2024	1,480.94	Utilities
64360	CITY OF THREE RIVERS	3/15/2024	120.46	Utilities
64362	COMCAST	3/15/2024	263.80	Utilities
EFT00000000759	DENISE RENEE BINGAMAN DBA JDBI	3/15/2024	1,959.52	Contract-After Hours Emergency
EFT00000000756	DONALD KITCHEN JR	3/15/2024	25.00	Committee Fee
64365	FIDELITY SECURITY LIFE	3/15/2024	998.68	Employee Benefits
64367	FRONTIER	3/15/2024	488.01	Utilities
EFT00000000751	GAGAN S PC	3/15/2024	8,652.00	Contract-Psychiatrist
64363	GAIL LECOUNT	3/15/2024	44.50	Committee Fee
EFT00000000748	GRYPHON PLACE	3/15/2024	714.12	After-Hours Emergency Answering Service
EFT00000000757	INNOVATEL TELEPSYCHIATRY LLC	3/15/2024	8,808.00	Contract-Access, Outpatient
EFT00000000758	ISOLVED BENEFIT SERVICES	3/15/2024	75.00	Employee Benefits
64371	JENNIFER HENDRICKS	3/15/2024	25.00	Committee Fee
EFT00000000754	LAKESIDE CUSTOM BUILDERS LLC	3/15/2024	1,400.00	Maintenance
EFT00000000755	LYDIA MARIE CHAPA	3/15/2024	2,170.00	Contract-Wraparound
EFT00000000761	LYNELLE GIRTON-THRASHER	3/15/2024	250.00	Contract-Supervision
64370	NAVIA BENEFIT SOLUTIONS	3/15/2024	100.00	Employee Benefits
EFT00000000753	RILEY PUMPKIN FARM	3/15/2024	450.00	Snow Removal
EFT00000000750	ST JO CO TRANSPORTATION AUTHOR	3/15/2024	1,182.00	Transportation
EFT00000000749	ST JO CO UNITED WAY	3/15/2024	182.00	Employee Donations
EFT00000000752	THE TM GROUP INC	3/15/2024	3,195.09	IT
64364	VERIZON WIRELESS	3/15/2024	184.05	Employee Cell Phones
64361	WASTE MANAGEMENT OF MICHIGAN	3/15/2024	400.59	Utilities
64366	WAYNE SIMMONS	3/15/2024	26.34	Committee Fee
64369	WEX BANK	3/15/2024	1,124.71	Shell Gas
EFT00000000767	ADAPT INC	3/22/2024	362,381.06	Specialized Residential
64382	ALTERNATIVE CHOICES	3/22/2024	2,190.76	CLS
EFT00000000774	AST - AUTISM SPECTRUM THERAPIE	3/22/2024	9,070.83	Autism Provider
EFT00000000782	AUTISM OF AMERICA LLC	3/22/2024	6,763.64	Autism Provider
64378	BEACON MEDICAL GROUP BEHAVIORA	3/22/2024	200.00	Inpatient Services
EFT00000000765	BEACON SPECIALIZED LIVING SERV	3/22/2024	192.00	Specialized Residential
64372	BLUE CROSS BLUE SHIELD OF MICH	3/22/2024	100,082.30	Employee Benefits
EFT00000000789	BRANDI BELCHER	3/22/2024	600.00	Contract-Access
EFT00000000783	BROOKSIDE CARE LLC	3/22/2024	9,500.00	Specialized Residential
EFT00000000788	CARE FROM THE HEART	3/22/2024	9,763.43	Specialized Residential
64373	CENTRAL MANUFACTURING SERVICES	3/22/2024	5,665.00	Rent-Three Rivers
64376	CENTURYLINK	3/22/2024	145.34	Utilities
EFT00000000787	DEAR COUNTRY AFC	3/22/2024	5,630.40	Specialized Residential

EFT00000000770 64380	DOCTORS NEUROPSYCHIATRIC HOSPI EVERSTREAM SOLUTIONS LLC	3/22/2024	2,310.00	Inpatient Services
EFT00000000771	FLATROCK MANOR	3/22/2024	500.00	Utilities
EFT00000000772	GAGAN S PC	3/22/2024	62,576.20	Specialized Residential
EFT00000000786	GREAT LAKES CLEANING SERVICE	3/22/2024	8,652.00	Contract-Psychiatrist
EFT00000000777	HEART 2 HEART AUTISM CENTER LL	3/22/2024	2,300.00	Janitorial Services
EFT00000000790	ISABEL DETWILER	3/22/2024	10,922.46	Autism Provider
EFT00000000766	KONICA MINOLTA BUSINESS SOLUTI	3/22/2024	848.51	Contract-After Hours Emergency
EFT00000000778	LIFETREE BEHAVIORAL HEALTH	3/22/2024	60.00	Printers
EFT00000000781	MAPLECREST LLC	3/22/2024	31,999.07	Autism Provider
EFT00000000776	MIRACLE'S LAWN SERVICE	3/22/2024	3,183.00	Rent-Sturgis
EFT00000000780	NYUMBANI AFC	3/22/2024	560.00	Snow Removal
EFT00000000768	PETER CHANG ENTERPRISES INC	3/22/2024	369.66	Specialized Residential
EFT00000000762 64383	PINE REST CHRISTIAN MHS PRESIDIO NETWORKED SOLUTIONS G	3/22/2024	12,938.63	PCE
EFT00000000784 64377	PROFESSIONAL REHABILITATION SE RESIDENTIAL OPPORTUNITIES INC	3/22/2024	25,836.00	Inpatient Services
EFT00000000775	RIPPLE EFFECTS AUTISM LEARNING	3/22/2024	26,359.43	Security System
EFT00000000773	SAFEHAUS INC	3/22/2024	6,829.60	Client Services
EFT00000000769	SPECTRUM COMMUNITY SERVICES	3/22/2024	16,310.00	Specialized Residential
EFT00000000764 64374	ST JOSEPH COMMUNITY CO-OP INC STATE OF MICHIGAN	3/22/2024	57,535.43	Autism Provider
EFT00000000763 64379	STRATUS VIDEO LLC STUART WILSON, CPA PC	3/22/2024	990.00	Specialized Residential
EFT00000000785 64381	STURGES-YOUNG CENTER FOR THE A SYNTHESIS ABA	3/22/2024	142.50	Specialized Residential
EFT00000000779	THE VESTIGE GROUP LLC	3/22/2024	24,146.49	Specialized Residential
EFT00000000791 64375	TRAVIS KOHL VILLAGE OF CENTREVILLE	3/22/2024	18,537.00	MRS-Cash Match. DFA24-75002
EFT00000000795	BRANDI BELCHER	3/29/2024	136.74	Interpreter
EFT00000000794 64384	DENISE RENEE BINGAMAN DBA JDBI FARMERS STATE BANK	3/29/2024	14,906.50	Fiscal Intermediary
EFT00000000796	ISABEL DETWILER	3/29/2024	800.00	Employee Training
EFT00000000793	LYDIA MARIE CHAPA	3/29/2024	5,200.56	Autism Provider
EFT00000000792	TINA BULLARD	3/29/2024	354.90	Employee Alert Buttons
			26.00	Employee Expense Reimbursement
			662.12	Utilities
			500.00	Contract-Access
			172.00	Contract-After Hours Emergency
			13,461.14	Mortgage
			800.00	Contract-After Hours Emergency
			1,925.00	Contract-Wraparound
			25.00	Committee Fee

Total Amount of Non-Void Checks & EFTs

2,029,347.06

Electronic Debit	ISOLVED BENEFIT DEBIT CARD	3/4/2024	38.91	Employee Benefits
Electronic Debit	ISOLVED BENEFIT DEBIT CARD	3/4/2024	770.00	Employee Benefits
Electronic Debit	EMPOWER	3/4/2024	10,020.33	Employee Benefits
Electronic Debit	EMPOWER	3/4/2024	6,954.04	Employee Benefits
Electronic Debit	EMPOWER	3/4/2024	13,802.05	Employee Benefits
Electronic Debit	ISOLVED BENEFIT COMBINED	3/5/2024	241.59	Employee Benefits
Electronic Debit	PAYCOR INC	3/7/2024	2,277.35	Employee Payroll
Electronic Debit	TRANSFER TO BUSINESS SELECT CHECKING ACCOUNT	3/12/2024	774.39	Interest Earned
Electronic Debit	OPTUM BANK	3/13/2024	12,064.51	Employee Benefits
Electronic Debit	EMPOWER	3/14/2024	9,935.78	Employee Benefits
Electronic Debit	EMPOWER	3/14/2024	6,853.68	Employee Benefits
Electronic Debit	EMPOWER	3/14/2024	13,514.11	Employee Benefits
Electronic Debit	PAYCOR INC	3/14/2024	161,723.05	Employee Payroll
Electronic Debit	PAYCOR INC	3/14/2024	54,316.30	Employee Payroll
Electronic Debit	OPTUM BANK	3/15/2024	12,265.37	Employee Benefits
Electronic Debit	SQUARE INC	3/21/2024	5.75	Client Refund Fee
Electronic Debit	TRANSFER TO BUSINESS SELECT CHECKING ACCOUNT	3/25/2024	458.93	Interest Earned
Electronic Debit	PAYCOR INC	3/28/2024	161,007.75	Employee Payroll
Electronic Debit	PAYCOR INC	3/28/2024	53,240.84	Employee Payroll
Electronic Debit	CENTURY BANK ACH FEES	3/29/2024	32.76	ACH Initiation Fees
Electronic Debit	EMPOWER	3/29/2024	9,892.70	Employee Benefits
Electronic Debit	EMPOWER	3/29/2024	7,520.38	Employee Benefits
Electronic Debit	EMPOWER	3/29/2024	13,783.42	Employee Benefits
Electronic Debit	OPTUM BANK	3/29/2024	12,094.51	Employee Benefits

Total Amount of Electronic Debits

563,588.50

Total Disbursements

2,592,935.56



**MEETING MINUTES OF MARCH 26, 2024
PIVOTAL CONFERENCE ROOM**

OFFICERS

PRESENT: Kathy Pangle- Vice Chair, Kay Decker- Secretary

MEMBERS

PRESENT: Cathi Abbs, Luis Rosado, Carol Naccarato, Rick Shaffer, Elisabeth Roberts, Damon Knapp, Amanda Miller, Darci Skrzyniarz

Virtual: Stacy Linihan

MEMBERS

ABSENT: Sandy Hall-Chair

VISITORS:

MINUTES

CALL TO ORDER

Pangle, Vice Chair called the meeting to order at 4:59pm

APPROVAL OF AGENDA

Pangle, Vice Chair presented amendments to the Agenda

Removing VII. Board Work on Ends, Linkage Activities and Board Education. Children's Community Living Supports as employee was unable to make it

Adding to VIII. Board Decisions Actions, letter F. Resolution Change

A MOTION WAS MADE BY SHAFFER, SUPPORTED BY DECKER TO APPROVE THE AMENDED AGENDA WITH REMOVING VII. BOARD WORK ON ENDS, LINKAGE ACTIVITIES, AND BOARD EDUCATION. AND ADDING VIII. BOARD DECISIONS ACTION, LETTER F. RESOLUTION CHANGE. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED

GUEST, VISITORS, & PUBLIC COMMENTS

CONSENT AGENDA

Check Register February 2024 \$2,239,459.73

Board Meeting Minutes February 2024

A MOTION WAS MADE BY ABBS, SUPPORTED BY ROSADO, TO APPROVE THE CONSENT AGENDA. ROLL CALL VOTE. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED

EXECUTIVE LIMITATIONS

V.09 Communication and Support to the board

Bullock, CEO provided response to the Board.

V.05 Financial Condition/Activities

Versteeg, CFO presented on Finances.

Bullock, CEO added on to Versteeg's report that we are working on reducing Medicaid deficit. And a correction for write offs are 4 months not 6 months like previously stated.

A MOTION WAS MADE BY KNAPP, SUPPORTED BY MILLER, TO APPROVE BOTH V.09 COMMUNICATION AND SUPPORT TO THE BOARD AND V.05 FINANCIAL CONDITION/ACTIVITIES. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.

PERFORMANCE ON ENDS

- A. Reports on Ends Accomplishments- N/A
- B. Discussion on Implication on Ends Report- N/A

BOARD POLICY REVIEW

- a. III.02 Unity of Control
 - i. Kathy Pangle presented
- b. III.03 Accountability to CEO
 - i. Kay Decker presented
- c. III.04 Delegation to CEO
 - i. Rick Shaffer presented

Board work on Ends, Linkage Activities, and Board Education

N/A

BOARD DECISIONS (MOTIONS) ACTIONS

Bullock, CEO presented on the Request for Proposal.

Rick Shaffer thinks it would be advantageous to have a skywalk to connect both buildings. While Damen Knapp questioned if the 3,000sq foot would be big enough. Carol Naccarato feels she cannot tell Bullock, CEO what he needs and feels it needs to go to an architect. Shaffer questioned if the footings on the new

building will have enough support to build up if need be. And Cathi Abb's has many concerns with the amount of money being spent on a new building.

A MOTION WAS MADE BY SHAFFER, SUPPORTED BY PANGLE TO DENY THE REQUEST FOR PROPOSAL ROLL CALL VOTE. MAJORITY IN FAVOR/ ROSADO OPPOSED. MOTION CARRIED.

Amendment motion for the CEO to acquire quotes from 3 architects for proposal.

A MOTION WAS MADE BY NACCARATO, SUPPORTED BY DECKER FOR THE CEO TO ACQUIRE QUOTES FROM 3 ARCHITECTS FOR PROPOSAL. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.

Reappointment of Board Members for 3- terms

Kathy Pangle

Kay Decker

Rick Shaffer

Carol Naccarato

A MOTION WAS MADE BY ROSADO, SUPPORTED BY KNAPP TO REAPPOINT KATHY PANGLE, KAY DECKER, RICK SHAFFER, AND CAROL NACCARATO FOR A 3 YEAR TERM. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.

Dynamics 365 Business Central proposal

Accounting software costing \$58,000

A MOTION WAS MADE BY DECKER, SUPPORTED BY NACCARATO TO ACCEPT DYNAMICS 365 BUSINESS CENTRAL PROPOSAL COSTING \$58,000. ROLL CALL VOTE. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.

Reappointment of Recipient Rights Advisory Committee for 3-year term

Mary Bowers

Kathy Pangle

Kay Decker

Ben Carmichael

Chis Maher

Michael Houch

Karen Burg

Larry Henneman

A MOTION WAS MADE BY ABBS, SUPPORTED BY SKRZYNIARZ TO REAPPOINT RECIPIENT RIGHTS ADVISORY COMMITTEE FOR 3 YEAR TERM. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.

Bullock, CEO proposed 4 additional vehicle purchases to be phased in, costing \$125,000.

A MOTION WAS MADE BY SHAFFER, SUPPORTED BY ABBS FOR VEHICLE PURCHASES COSTING \$125,000. ALL IN FAVOR/NONE OPPOSED. ROLL CALL VOTE. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.

Bullock, CEO reported on Resolution change. Negotiation proposal from all CEO would allow Southwest Michigan Behavioral Health CEO to keep his distribution to the SUD providers as he already has them allocated and all remaining funds would be split 90/10 for fiscal year 2023/2024. Going forward, all funds would be split 90/10.

A MOTION WAS MADE BY SKRZYNIARZ, SUPPORTED BY KNAPP TO ACCEPT THE RESOLUTION CHANGE. ROLL CALL VOTE. MAJORITY IN FAVOR/ ROSADO OPPOSED. MOTION CARRIED.

COMMUNICATIONS

- a. Directors Report March 2024
- b. CAC meeting Minutes
- c. Peer connections Support Group Flyer
- d. Maternal Mental Health Support Group Flyer
- e. Recovery Support Group Flyer
- f. Autism Awareness: Empowering Individuals, Inspiring Communities Flyer

BOARD PROCESS REVIEW AND ADJOURNMENT

A MOTION WAS MADE BY NACCARATO, SUPPORTED BY SHAFFER TO ACCEPT THE BOARD PROCESS REVIEW AND ADJOURNMENT. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.

MEETING ADJOURNED AT 6:06pm

Signature _____

Kay Decker, Secretary

Date

**Contracts for Board Meeting DATE
4/30/2024**

Clinical Contracts						
Provider Direct	Staff Responsible	Type of Service	Annual Budget Per Diem Cost	Explanation	Contract Dates	Board Approved
Betsy Wright	J. Cupp	Afterhours Mobile Crisis	\$20 per hour	Mobile Crisis	4/3/24-9/30/24	
Bry Books	J. Cupp	Afterhours Mobile Crisis	\$30 per hour	Mobile Crisis	3/25/24-9/30/24	
Denise Bingaman	J. Cupp	Afterhours Mobile Crisis	\$20 per hour	Mobile Crisis	3/22/24-9/30/24	
Holly Lago	J. Cupp	Afterhours Mobile Crisis	\$30 per hour	Mobile Crisis	3/28/24-9/30/24	
Kim Fultz	J. Cupp	Afterhours Mobile Crisis	\$20 per hour	Mobile Crisis	3/28/24-9/30/24	
Kristi Merrills	J. Cupp	Afterhours Mobile Crisis	\$30 per hour	Mobile Crisis	3/22/24-9/30/24	
Michelle Crittenden	J. Cupp	Afterhours Mobile Crisis	\$20 per hour	Mobile Crisis	3/26/24-9/30/24	
Sara Pope	J. Cupp	Afterhours Mobile Crisis	\$20 per hour	Mobile Crisis	3/28/24-9/30/24	
Tracey Cole	J. Cupp	Afterhours Mobile Crisis	\$20 per hour	Mobile Crisis	3/28/24-9/30/24	
Non-Clinical Contract						
Provider Direct	Staff Responsible	Type of Service	Annual Budget Per Diem Cost	Explanation	Contract Dates	Board Approved



BOARD POLICY V.02

AREA:	Governance		
POLICY TYPE:	Executive Limitations	PAGE:	1 of 1
POLICY TITLE:	TREATMENT OF CONSUMERS	EFFECTIVE:	09/28/2022
		REVIEWED:	04/30/2024

POLICY:

With respect to interactions with consumers or those applying to be consumers, the CEO will not cause or allow conditions, procedures, or decisions that are unsafe, undignified, or unnecessarily intrusive.

The CEO will not

1. Elicit information for which there is no clear necessity.

Executive Officer Response: I have access to a lot of information because I am responsible for ensuring the agency is handling client information correctly and that clients have the best care possible while in our care. That information is not shared when not needed, and it is not given to those who have no need to know about it. I work with staff to ensure that we all abide by client privacy and HIPAA rules and regulations. This is done in close collaboration with the Chief Compliance Officer as well.

2. Use methods of collecting, reviewing, transmitting, or storing client information that fail to protect against improper access to the material elicited.

Executive Officer Response: As an agency, we have several safeguards to keep sensitive information confidential. Our emails can encrypt any PHI we send to those who need to know. Our laptops are Bit locker encrypted, and you must have a username and password to access the computer past the Bit locker screen. Server access is restricted to IT. PCE, our EHR, requires routine password changes and requires 2-step verification to access. Accessing emails also requires a two-step process when not in the office. Passwords are changed at least every 90 days.

3. Operate facilities without appropriate accessibility and privacy.

Executive Officer Response: We recently added handicap-accessible doors to our Affinity house access points and installed handicap-accessible doors at our Three Rivers locations. Med Clinic had the open offices changed to closed rooms to provide clients with more privacy. All areas can be accessed by wheelchair.

4. Allow consumers to be unaware of what may be expected and what may not be expected from services.

Executive Officer Response: All clients are given a client rights book or instructions on accessing one online if requested. Treatment plans let clients know what services they will be receiving and what the intended goal of that service is. Access gives new clients a booklet full of information that explains the services we offer, the next appointments, if applicable, and a way to contact us with further questions.

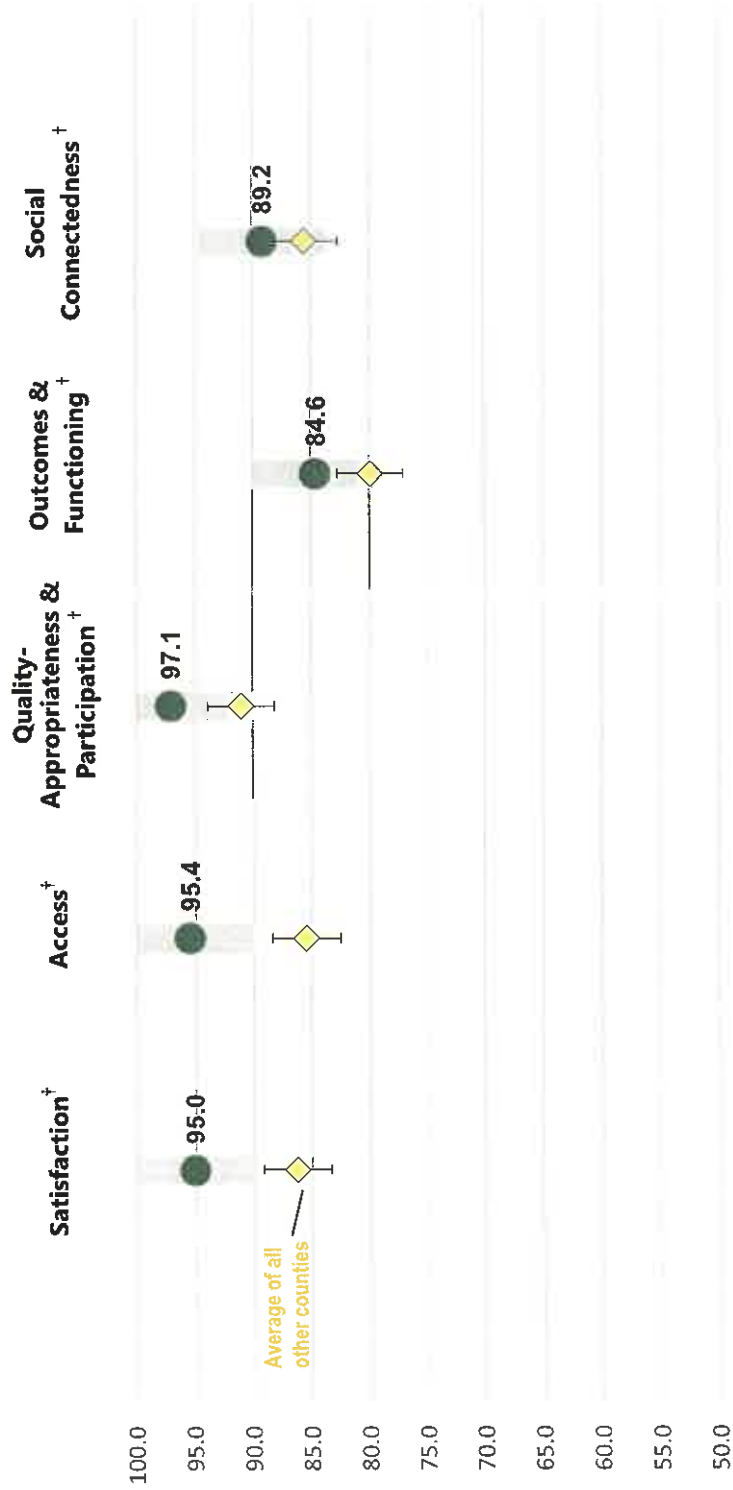
5. Leave consumers uninformed of this policy, or without a way to be heard for persons who believe they have not been accorded a reasonable interpretation of their protections under this policy.

Executive Officer Response: Board policies are available online. Board meeting minutes and board packets are posted for public viewing, and board meeting dates and times are kept consistent so that there are no sudden schedule changes for consumers not to be present. We also have a customer grievance and appeals department where they can voice their concerns, and a dedicated member of staff reviews the case and makes appropriate recommendations based on that information.

St. Joe County: Above average in all constructs for 2023 MHSIP

Dark green denotes the percentage in agreement for that construct's items

Gray bars denote the likely range where the true percentage for all St. Jo County consumers might lie (i.e., margin of error*)

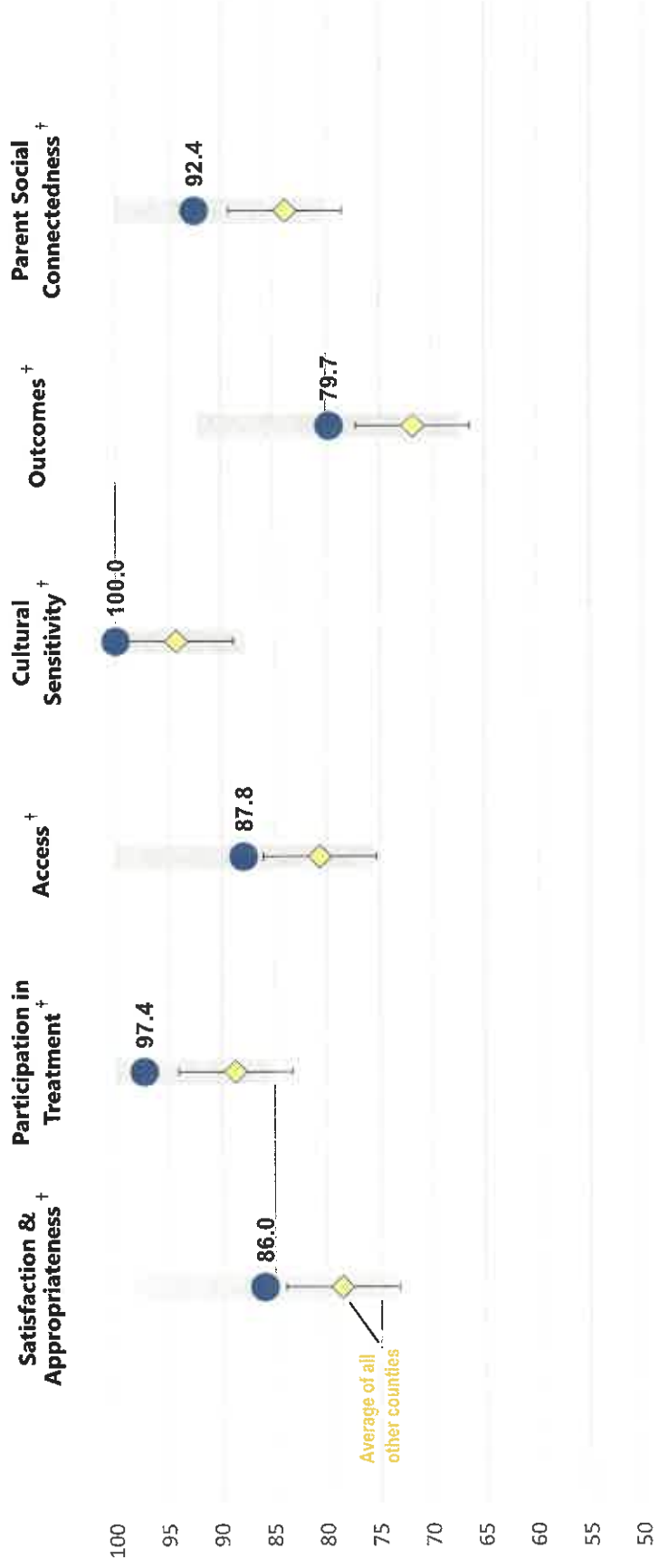


† significant difference (p < .05) between this county and others for construct

*margin of error for St. Joe County: ±5.4 pts
n = 329

St. Joe County: Above average in all constructs for 2023 YSS

Dark blue denotes the percentage in agreement for that construct's items for the county
 Gray bars denote the likely range where the true percentage for all the county's consumers might lie (i.e., margin of error*)



+ statistically significant difference (p < .05) between this county and others for construct

*margin of error for St. Joe County: ±12.3 pts
 n = 63



BOARD POLICY V.05

AREA:	Governance		
POLICY TYPE:	Executive Limitations	PAGE:	1 of 2
POLICY TITLE:	FINANCIAL CONDITIONS/ACTIVITIES (APRIL 2024)	EFFECTIVE:	09/28/2022
		REVIEWED:	03/26/2024

POLICY:

With respect to the actual, ongoing financial condition and activities, the CEO will not cause or allow the development of fiscal jeopardy or material deviation of actual expenditures from board priorities established in Ends policies.

The CEO will not

1. Expend more funds than have been received in the fiscal year to date, with the exception of federal, state, and local required services.

Executive Officer Response: Our current Medicaid deficit has been reduced from \$871k to \$790k. We have continued our internal restructuring and figuring out ways to allocate our resources better. Current expenditures are 452k less than budgeted. Current change in net position is a positive 827k this is due to CCBHC primarily.

2. Use any long-term reserves.

Executive Officer Response- No long-term reserves have been expended.

3. Allow payroll and debts to be settled in an untimely manner.

Executive Officer Response- All debts have been settled in a timely manner.

4. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.

Executive Officer Response- Tax payments are made through Paycor automatically.

5. Make a single purchase or commitment of greater than \$20,000. Splitting orders to avoid this limit is not acceptable.

Executive Officer Response- No purchases greater than \$20,000 occurred.

6. Acquire, encumber or dispose of real estate.

Executive Officer Response- No real estate transactions have taken place.

7. Allow receivables to be unpursued after a reasonable grace period.

Executive Officer Response- Policies of uncollected funds are being followed and adhered to. Should the board wish to aggressively pursue collections such as collection agencies, I will do so. However, current practices require us to bill repeatedly for four months, and if you are not able/or do not pay, the bill is then written off.

Pivotal			
Statement of Position			
Proprietary Funds			
March 31, 2024			
	Operating Fund	Balance September 30 2023	Favorable (Unfavorable)
ASSETS			
Cash position	\$ 1,726,205	\$ 2,015,398	\$ (289,193)
Investments	1,432,248	1,389,636	42,612
Receivables:			
Accounts receivable	62,841	84,380	(21,539)
Due from State of Michigan	9,606	13,374	(3,768)
Due from SWMBH	1,746,295	456,490	1,289,805
Due from other governments	64,317	64,317	-
Prepaid items	191,675	177,320	14,355
Capital assets not being depreciated	-	-	-
Capital assets being depreciated, net	2,219,019	2,128,989	90,030
Total assets	7,452,206	6,329,904	1,122,302
LIABILITIES			
Accounts payable	1,543,088	2,218,126	(675,038)
Due to MDHHS	174,921	175,028	(107)
Due to SWMBH	(2,714,168)	-	(2,714,168)
Accrued liabilities	130,807	145,562	(14,755)
Unearned revenue	12,606	41,749	(29,143)
Long-term debt:			
Due within one year	-	-	-
Due in more than one year	824,408	894,370	(69,962)
Lease liability	543,492	489,626	53,866
Accrued sick and vacation	173,939	173,939	(0)
Total liabilities	689,093	4,138,400	(3,449,307)
NET POSITION			
Net investment in capital assets	1,394,611	1,234,619	1,234,619
Unrestricted	5,368,502	956,885	4,411,617
Total net position	\$ 6,763,113	\$ 2,191,504	\$ 4,571,609

Pivotal				
Statement of Activities				
October 1, 2023 through March 31, 2024				
	Operating Fund	Projected Total Activities	Prior Year Total Activities	Favorable (Unfavorable)
Operating revenue				
SWMBH Funding				
Medicaid capitation	\$ 8,866,316	\$ 17,732,632	\$17,310,793	\$ 421,839
Medicaid capitation - Settlement	1,003,260	2,006,520	-	2,006,520
MIHealth Link	-	-	-	-
MIHealth Link - Settlement	-	-	-	-
Healthy Michigan Plan	1,156,046	2,312,092	3,397,534	(1,085,442)
Healthy Michigan Plan - Settlement	(242,988)	(485,976)	-	(485,976)
CCBHC prepayment	1,555,562	3,111,124	3,017,272	93,852
CCBHC - Settlement	793,659	1,587,318	-	1,587,318
SUD Block Grant	-	-	78,969	(78,969)
Federal & State Sources				
State general fund	521,280	1,042,560	792,561	249,999
State general fund - Settlement	-	-	-	-
Federal and state grants	392,054	784,108	1,030,607	(246,499)
Local revenue				
County appropriation	128,634	257,268	257,268	-
Client fees	176,412	352,824	162,671	190,153
Performance Based Incentive Program	-	-	133,017	(133,017)
Rent revenue	2,160	4,320	9,610	(5,290)
Other revenue	51,363	102,726	83,017	19,709
Total operating revenue	14,403,758	28,807,516	26,273,319	2,534,197
Operating expenses				
Administration	1,976,603	3,953,206	3,632,432	320,774
Internal Services	2,819,296	5,638,592	5,174,438	(464,154)
Provider claims	8,247,450	16,494,900	16,769,534	274,634
Grant expenses	305,479	610,958	794,985	184,027
Vehicles	12,730	25,460	34,771	9,311
Facilities	214,277	428,554	556,822	128,268
Total operating expenses	13,575,835	27,151,670	26,962,983	452,860
Change in net position	827,923	1,655,846	(689,664)	2,345,510
Net position, beginning of year	5,935,190	5,935,190	2,881,168	
Net position, end of year	\$ 6,763,113	\$ 7,591,036	\$ 2,191,504	

Pivotal				
Statement of Activities				
Budget to Actual - October 1, 2023 through March 31, 2024				
	Original Budget	YTD Budget	YTD Actual	Over (Under) Budget
Operating revenue				
SWMBH Funding				
Medicaid capitation	\$ 12,517,716	\$ 6,258,858	\$ 8,866,316	\$ 2,607,458
Medicaid capitation - Settlement	-	-	1,003,260	1,003,260
MIHealth Link	-	-	-	-
MIHealth Link - Settlement	-	-	-	-
Healthy Michigan Plan	2,733,523	1,366,762	1,156,046	(210,716)
Healthy Michigan Plan - Settlement	-	-	(242,988)	(242,988)
CCBHC prepayment	9,867,475	4,933,738	1,555,562	(3,378,176)
CCBHC - Settlement	-	-	793,659	793,659
SUD Block Grant	78,968	39,484	-	(39,484)
Federal & State Sources				
State general fund	1,042,561	521,281	521,280	(1)
State general fund - Settlement	-	-	-	-
Federal and state grants	1,359,938	679,969	392,054	(287,915)
Local revenue				
County appropriation - St Joseph County	257,268	128,634	128,634	-
Client fees	149,200	74,600	176,412	101,812
Performance Based Incentive Program	-	-	-	-
Rent revenue	9,960	4,980	2,160	(2,820)
Other revenue	40,000	20,000	51,363	31,363
Total operating revenue	28,056,609	14,028,305	14,403,758	375,454
Operating expenses				
Administration	4,100,791	2,050,396	1,976,603	(73,793)
Internal Services	5,538,105	2,769,053	2,819,296	50,244
Provider claims	16,386,575	8,193,288	8,247,450	54,163
Grant expenses	1,359,938	679,969	305,479	(374,490)
Vehicles	30,000	15,000	12,730	(2,270)
Facilities	641,200	320,600	214,277	(106,323)
Total operating expenses	28,056,609	14,028,305	13,575,835	(452,470)
Change in net position	-	-	827,923	827,923
Net position, beginning of year	5,935,190	5,935,190	5,935,190	-
Net position, end of year	\$ 5,935,190	\$ 5,935,190	\$ 6,763,113	\$ 827,923



Trust Department
100 West Chicago Street
Coldwater, MI 49036-1158
Phone (517) 278-1569
Toll Free (888) 481-7469

Statement of Account
March 1, 2024 Through March 31, 2024
Community Mental Health Services Agency
Account Number: 6200871

Please contact your administrator
with any questions concerning your account.

Cameron Bullock

**677 E. Main St.
Centreville, MI 49032**

Confidential And Privileged Information

Account Summary

	Current		Year To Date	
	March 1, 2024 To March 31, 2024	March 31, 2024	January 1, 2024 To March 31, 2024	March 31, 2024
<i>Beginning Market Value :</i>		\$1,423,793.49		\$1,414,069.45
<i>Receipts :</i>				
Cash Deposits :	\$0.00		\$0.00	
Asset Deposits :	\$0.00		\$0.00	
Total Receipts :	\$0.00		\$0.00	
<i>Payments :</i>				
Disbursements :	\$0.00		\$0.00	
Withdrawals and Distributions :	\$0.00		\$0.00	
Administrative Expenses :	(\$868.89)		(\$868.89)	
Total Payments :	(\$868.89)		(\$868.89)	
<i>Investment Income :</i>				
Tax Free Income :	\$0.00		\$0.00	
Taxable Interest :	\$8,709.21		\$18,761.07	
Dividends :	\$0.00		\$0.00	
Return of Capital (Income Assets Only) :	\$0.00		\$0.00	
Other Income :	\$0.00		\$0.00	
Total Investment Income :	\$8,709.21		\$18,761.07	
<i>Investment Change :</i>	\$614.52		\$286.70	
Total Investment Change :	\$614.52		\$286.70	
<i>Ending Market Value :</i>	\$1,432,248.33		\$1,432,248.33	

Portfolio Summary

March 31, 2024

	Portfolio %	Cost Basis	Market Value	Estimated Ann Inc	Current Yield
Fixed Income	86.38%	1,280,890.82	1,237,208.81	39,606.66	3.20%
Money Market Funds	13.62%	195,039.52	195,039.52	10,047.85	5.15%

Total Portfolio 100.00 % 1,475,930.34 1,432,248.33 49,654.51 3.47%

Net Cash 0.00

Total Market Value 1,432,248.33

Portfolio Components May Not Equal 100% Due To Rounding

March 01, 2024 through March 31, 2024

Account Name : Community Mental Health Services Agency

Account No : 6200871

Summary Of Investment Holdings

Shares or Par Value	Investment Category	Cost Basis	Unit Value	Market Value	Estimated Ann Inc	Curr Yield	% Port
U.S. Government Obligations							
100,000	Federal Home Loan Bank	100,002.58	99.93	99,934.86	2,000.00	2.00%	6.98%
	Step						
50,000	Federal Home Loan Bank	49,993.57	99.24	49,617.87	1,775.00	3.58%	3.46%
100,000	Federal Home Loan Bank	99,696.25	99.81	99,805.03	4,875.00	4.88%	6.97%
75,000	Federal Home Loan Bank	75,012.65	97.33	72,994.83	675.00	0.92%	5.10%
60,000	Federal Home Loan Bank	59,988.84	98.13	58,878.52	1,800.00	3.06%	4.11%
75,000	Federal Home Loan Bank	75,015.38	97.97	73,477.32	2,250.00	3.06%	5.13%
100,000	Federal Home Loan Bank	99,726.43	97.16	97,160.46	1,000.00	1.03%	6.78%
	Step Up						
75,000	Federal Farm Credit Bank	74,952.15	95.22	71,414.07	1,665.00	2.33%	4.99%
100,000	Federal Home Loan Bank	99,936.74	99.64	99,642.80	5,400.00	5.42%	6.96%
75,000	Federal Home Loan Bank	75,195.00	100.11	75,085.82	3,937.50	5.24%	5.24%
75,000	Federal Home Loan Bank	75,112.50	99.72	74,787.70	3,750.00	5.01%	5.22%
100,000	Federal Farm Credit Bank	99,807.73	100.05	100,045.62	6,050.00	6.05%	6.99%
	Totals	984,439.82		972,844.90	35,177.50	3.62%	67.93%
Brokered Cert. of Deposit							
50,000	Superior National Bank	50,000.00	99.97	49,982.64	0.00	0.00%	3.49%
50,000	First National Bank of Amer	50,000.00	91.15	45,573.55	625.00	1.37%	3.18%
50,000	JPMorgan Chase Bank	50,000.00	90.57	45,286.22	500.00	1.10%	3.16%
	Totals	150,000.00		140,842.41	1,125.00	0.80%	9.83%
Century Bank and Trust Money Mkt							
195,039.52	Century Bank and Trust Money	195,039.52	1.00	195,039.52	10,047.85	5.15%	13.62%

Port Sum and Holdings - HLDCTB

Summary Of Investment Holdings

Shares or Par Value	Investment Category	Cost Basis	Unit Value	Market Value	Estimated Ann Inc	Curr Yield	% Port
Totals							
	<u>ETF U.S. Obligations</u>	195,039.52		195,039.52	10,047.85	5.15%	13.62%
1,150	MFC IShares TIPS	146,451.00	107.41	123,521.50	3,304.16	2.67%	8.62%
Totals							
		146,451.00		123,521.50	3,304.16	2.67%	8.62%
	<i>Total Investments</i>	1,475,930.34		1,432,248.33	49,654.51	3.47%	100.00%
	<i>Plus Net Cash</i>			0.00			
	<i>Total Market Value</i>			1,432,248.33			

Account Transactions

Date	Description	Amount
	Starting Balance	\$ 0.00
	Dividends and Interest	
03/01/2024	Interest	51.45
	First National Bank of Amer 1.2500% 12/30/26	
03/01/2024	Interest	137.76
	Century Bank and Trust Money	
	Interest From 02/01/2024 To 02/29/2024	
03/11/2024	Interest	832.50
	Federal Farm Credit Bank 2.2200% 03/10/26	
03/13/2024	Interest	2,437.50
	Federal Home Loan Bank 4.8750% 09/13/24	
03/29/2024	Interest	5,250.00
	Federal Home Loan Banks 7.0000% 03/28/28	
	Sub Total	8,709.21
	Sales, Maturities or Redemptions	
03/29/2024	Sell	150,000.00
	Federal Home Loan Banks 7.0000% 03/28/28	
	150000 PV @ \$100.00	
	Cost Basis Removed \$151,775.58	
	FULL CALL	
	Sub Total	150,000.00
03/20/2024	Payments	
	Market Fee	-868.89
	Market Value: 1,426,792.70	
	Sub Total	-868.89
	Miscellaneous	
03/11/2024	Accretion - Adjust Cost on Taxlots	
	Federal Farm Credit Bank 2.2200% 03/10/26	
	Adjust Cost Of \$11,67	
	[Bond Disc Acrt]	

Account Transactions

Date	Description	Amount
03/13/2024	Accretion - Adjust Cost on Taxlots Federal Home Loan Bank 4.8750% 09/13/24 Adjust Cost Of \$296.59	
03/28/2024	[Bond Disc Acrt] Amortization - Adjust Cost on Taxlots Federal Home Loan Banks 7.0000% 03/28/28 Adjust Cost Of \$-191.03 [Bond Prem Amort]	
	Sub Total	0.00
	<u>MONEY MARKET ACTIVITY</u>	
	5 Purchases (s) For	158,709.21
	1 Sale (s) For	868.89
	<i>Ending Balance</i>	\$ 0.00



BOARD POLICY IV.01

AREA:	Governance		
POLICY TYPE:	Ends Statements	PAGE:	1 of 1
POLICY TITLE:	ENDS FOR INDIVIDUALS SERVED (SP2 RESPONSE)	EFFECTIVE:	09/30/2022
		REVIEWED:	04/30/2024

MEGA END STATEMENT

Children, adults, and families in St. Joseph County will have access to quality behavioral health services that are trauma informed, person centered and results in improved quality of life.

Sub End Statements:

1. Individuals will have access to care
2. **Individuals served will demonstrate improved functioning.**

CAFAS- Children

The Child and Adolescent Functional Assessment Scale assesses the degree of impairment in youth with emotional, behavioral, psychiatric, or substance use problems. (www.fasoutcomes.com)

Used for ages 7-18 and completed quarterly.

	Q3 FY 23	Q4 FY 23	Q1 FY 24	Q2 FY 24
Average Score	79.59	74.19	73.70	70.84

LOCUS -Adults

Level Of Care Utilization System:

An assessment and placement instrument developed by American Association of Community Psychiatrists (AACCP) Helps guide assessments by asking and evaluating relevant data. Helps with Continued stay criteria, clinical outcomes, and impact of treatment. (dbh.dc.gov)

Used for ages 19 + and is completed annually.

	Q3 FY 23	Q4 FY 23	Q1 FY 24	Q2 FY 24
Average Score	16.46	15.88	16.38	16.25

PHQ-9

The PHQ-9 is the nine-item depression scale of the patient health questionnaire. The nine items of the PHQ-9 are based directly on the nine diagnostic criteria for major depressive disorder in the DSM-IV. The PHQ-9 can function as a screening tool, an aid in diagnosis, and as a symptom tracking tool that can help track a patient's overall depression severity as well as track the improvement of specific symptoms with treatment.

Used for ages 12+ and completed quarterly

(<https://aims.uw.edu/resource-library/phq-9-depression-scale>)

	Q3 FY 23	Q4 FY 23	Q1 FY24	Q2 FY24
Avg Score	8.36	8.12	8.05	7.75

AUDIT C

The Alcohol Use Disorders Identification Test-Concise (AUDIT-C) is a brief alcohol screening instrument that reliably identifies persons who are hazardous drinkers or have active alcohol use disorders (including alcohol abuse or dependence). The AUDIT-C is a modified version of the 10 question AUDIT instrument.

The AUDIT-C has 3 questions and is scored on a scale of 0-12. Each AUDIT-C question has 5 answer choices valued from 0 points to 4 points. In men, a score of 4 or more is considered positive, optimal for identifying hazardous drinking or active alcohol use disorders. In women, a score of 3 or more is considered positive. Generally, the higher the score, the more likely it is that a person's drinking is affecting his or her safety. (<https://cde.nida.nih.gov/instrument/f229c68a-67ce-9a58-e040-bb89ad432be4>)

Completed for ages 18+ and completed quarterly.

	Q3 FY 23	Q4 FY 23	Q1 FY24	Q2 FY24
Avg Score	.45	1.10	.95	.73

Discharge:

Discharge Reason:	Q3 FY 23	Q4 FY 23	Q1 FY 24	Q2 FY 24
Client Requested Termination	123	35	54	58
Other	28	46	45	46
Transfer to Another Treatment	25	13	15	25
Treatment Completed	29	23	30	28
Terminated by Facility/Probation	39	140	157	182
Incarcerated or Released/Courts	11	10	8	4
Death	3	2	2	3

In the last report, we identified that there was a terminology issue and when/what to select. As you can see, there was a drastic change from Client Requested Termination to Terminated by Facility. We have been ensuring accurate and appropriate caseloads while following up with clients who no-show or disengage in treatment.

Discharge Reasons Explained:

Client Requested Termination: This is for when a client asks to discontinue services; it could be they moved out of state, no longer want to participate, etc.

Other: Does not fit any other category.

Transfer to Another Treatment: Someone who is still receiving treatment (Medical/Psychotherapy) and just transitioned to a like provider, i.e.. Primary care provider or Private Practice therapist.

Treatment Completed: Met treatment plan goals and no longer needs services.

Terminated by Facility: This is for when a client no-shows or gets an Advanced Determination Benefit (ABD) notice, and we close them due to non-compliance.

Incarcerated or Released/Courts: Went to jail or has been released by the courts (no longer has a court order to participate)

Death: Client expired.

3. Individuals served will demonstrate improved quality of life
4. Individuals will have access to a variety of effective treatment options



BOARD POLICY VI.01

AREA:	Governance		
POLICY TYPE:	Governance Process	PAGE:	1 of 1
POLICY TITLE:	GLOBAL GOVERNANCE COMMITMENT	EFFECTIVE:	09/28/2022
		REVIEWED:	04/30/2024

POLICY:

The purpose of the board, on behalf of Pivotal, is to see to it that Pivotal (a) achieves appropriate results for appropriate persons at an appropriate cost (as specified in board Ends policies), and (b) avoids unacceptable actions and situations (as prohibited in board Executive Limitations policies).



BOARD POLICY VI.03

AREA:	Governance		
POLICY TYPE:	Governance Process	PAGE:	1 of 1
POLICY TITLE:	BOARD JOB DESCRIPTION	EFFECTIVE:	09/28/2022
		REVIEWED:	04/30/2024

POLICY:

Specific job outputs of the board, as an informed agent of the ownership, are those that ensure appropriate organizational performance.

Accordingly, the board has direct responsibility to create:

1. The link between the ownership and the operational organization.
2. Written governing policies that address the broadest levels of all organizational decisions and situations.
 - A. Ends: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good for which recipients at what cost).
 - B. Executive Limitations: Constraints on executive authority that establish the prudence and ethics boundaries within which all executive activity and decisions must take place.
 - C. Governance Process: Specification of how the board conceives, carries out and monitors its own task.
 - D. Board-CEO Linkage: How power is delegated and its proper use monitored; the CEO role, authority and accountability.
3. Assurance of successful organizational performance on Ends and Executive Limitations.

AFSCME Countil 25 of Michigan
St. Joseph County Employees – Chapter of Local 2955

Formal Notice of Grievance

Date of Notice: 4/12/2024 Date of Occurrence: Continuing and ongoing
Date of Informal Meeting : 4-8-2024
Between: Management and Group (Local 2955)

Articles violated: Up to but not limited to Article 1 section 1.1 Article 4 and Scedule B section 3.
.PERA

Issue or Situation: The employer has implemented a change in policy concerning the usage of PTO time for bargaining unit employees. This implementation of policy has changed the terms and conditions of the employee's ability to utilize accrued PTO time and the employer has failed to request the proposed change with AFSCME Michigan in violation of PERA. The employer conducted direct bargaining with the local union leadership without AFSCME Michigan's knowledge or approval.

Resolution:

1. Cease the implementation of the PTO policy change.
2. Under PERA the employer would need to request to bargain the effects of such change.
3. Make whole all losses.

Submitted By:

Employee: _____ Date: _____
Local: Quintin Berkeley Date: 4-12-24

Step One

Supervisor's Disposition:

Supervisor: _____ Date: _____

Acceptance of Disposition (Employee) _____ Date: _____

Acceptance of Disposition (Local) _____ Date: _____

Advance to Step 2 (Local or Employee) _____ Date: _____

Step Two

Executive Director's Disposition:

Denial See Attached

Executive Director:  Date: 4/22/24

Acceptance of Disposition (Employee) _____ Date: _____

Acceptance of Disposition (Local) _____ Date: _____

Advance to Step three (Local or employee) Kristy Berkeley Date: 4-24-24

Union Disagrees with employers answer.

Step Three

Board of Directors Disposition:

Chairperson of Board: _____ Date: _____

Acceptance of Disposition (Employee) _____ Date: _____

Acceptance of Disposition (Local) _____ Date: _____

Advance to Arbitration (Local or employee) _____ Date: _____

Employer's Disposition of Grievance at Step 1 and 2.

1. The grievance is denied as untimely. Article 4.2 of the Agreement requires a grievant to seek "informal adjustment" through discussion with the employer occurring "within ten (10) days after he becomes aware of or should have known the occurrence of the event upon which the complaint is based," and only thereafter may a written grievance be made.
 - a. In this case, the union and thus, its membership, was properly placed on notice of policy implementation in December 2023, such that the ten-day period for commencing the grievance process has long elapsed. The grievance process began no earlier than April 8, 2024, which is more than four months after policy implementation.
 - b. The union and thus, its membership were on notice of the employer's policy prior to its implementation, the then Chapter Chairperson having requested creation of the policy and offered inputs regarding same. The circumstances of policy implementation further constitute precedent for the employer's right to determine whether it will grant or deny a leave request.
 - c. The employer complied with the provisions of Article 3.3, which permits the employer to implement reasonable rules and regulations consistent with the Agreement, which is silent on the issue at hand, upon notice provided to the union in this case.
2. The grievance is denied because the policy affects work scheduling, staffing, and establishment of reasonable work rules, all of which are matters exclusively reserved to the employer under Article 3.1 of the Agreement and is a valid exercise thereof. The pertinent provisions of that Article are as follows:

3.1 Employer Rights. *The Employer reserves and retains, solely and exclusively, all rights to manage and direct its work force and shall have the sole and exclusive right to manage its departments and divisions in all of its operations and activities. Among the rights of management, included only by way of illustration and not by way of limitation, ... the right to determine all matters pertaining to the services to be furnished and the methods, personnel, procedures, means, equipment, and machines required to provide such service;... the number of personnel required; to direct and control operations;... carry out the ordinary and customary functions of management... to establish, amend, supplement, or delete reasonable work rules, and fix and determine penalties for violation of such rules;... change work schedules as provided under this contract;...*

The policy at issue affects the employer's statutory obligation to deliver public health services and its right to establish and manage employee schedules and staffing levels to fulfil that obligation. Consistent with Article 3.1, the employer may and has established a protocol by which it will consider granting or denying employee requests for leave and recognizes that emergent events and those referenced in Article 11 of the Agreement may limit the employer's discretion to grant or deny a leave or PTO request. Even then, the Agreement, in Article 11, (i) permits the employer to consider its staffing needs in determining whether to grant or deny a leave request, and (ii) recognizes that absenteeism hinders the employer's ability to deliver its public services and imposes a duty upon employees to avoid unnecessary absences.

The policy contains no provision inconsistent with the provisions of the Agreement. Further, exercise of matters reserved to the employer under Article 3.1 of the Agreement are not subject to the grievance provisions of the Agreement.

3. The grievance is impermissibly vague in that it does not identify any losses or how the grievant could be "made whole." There is no loss occasioned by a policy created at employee request.

As of _____

(Please check all that apply to you)

- I am a county commissioner
- I am a state official
- I am a county official
- I am a township official
- I am a family member of a consumer
- I am a primary consumer of mental health services

Print Name

Signature

Date

I wish this information to remain confidential

“Family member” means a parent, stepparent, spouse, sibling, child, or grandparent of a primary consumer, or an individual upon whom a primary consumer is dependent for at least 50% of his or her financial support.

“Primary consumer” means an individual who has received or is receiving services from the department or a community mental health services program or services from the private sector equivalent to those offered by the department or a community mental health services program.

Directors Report April 2024

Administrative

- Presented our annual report to the county commissioners.
- Presented to the Sturgis Exchange Club regarding Pivotal's services and future direction.
- Attended HSC
- Attended Community Resource Roundtable
- PRC Compliance Audit—There have been 2 minor examination findings thus far.
- SWMBH OPS Comm Meeting (x2)
- SWMBH board meeting with Carol and Cathi
- Attended Beacon Health Systems Health Advisory Council Meeting
- Attended HSC EC Meeting
- Attended Suicide Prevention Taskforce meeting

Clinical

- Met with Three Rivers and Sturgis to review a master service agreement for a telepsych group to help us with our Behavioral Health Urgent Care and screening all clients, regardless of insurance in the ER.
- SWMBH Audit Site review was conducted Wednesday, April 17th, 2024:
 - Score: 93.95% Overall. I am thrilled with that score. Things need to be fixed, but we will be spending the next 45 days getting our corrective action plans in line and ready to go.
- Behavioral Health Urgent Care information came out. I have rededicated our space to make it compliant and am seeking bids to redo it in time for the required 10-1-2024 go-live. Lots of positive changes are coming along.
- Mobile Crisis Soft Launch occurred on April 1st, with only one call thus far.
 - Attended a PCE Mobile Crisis Module presentation to help out with our Mobile Crisis documentation.

Human Resources

Open Positions:

- **BCBA/ Autism Coordinator – (Pending Hire 5/21/24)**
- **Access Care Manager II**
- **Access Care Manager I – (Pending Hire 5/21/24)**
- **After Hours Care Manager/CCBHC Care Coordination – (Pending Hire 5/6/24)**
- **Police Social Worker- Sheriff's Department**
- **Children's Therapist**
- **Mild/Moderate Therapist**
- **Adult Case Manager (Pending Hire 05/06/24)**
- **Children Case Manager (reposted with a transfer resignation)**
- **Clubhouse Staff (x2)**

Transfers:

N/A

Resignations:

- **Nikki F.** – Looking for something other than Children’s Therapy
- **Denise B.** – Going to Mendon Schools – Was transferring to Children’s Case Management

THEME 1: IMPROVED OUTCOMES FOR CLIENTS - 23-24

Objective: Specialized Residential Home Visits for Clients in St. Joseph County by NP

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates
Med Clinic will work to ensure that clients that reside inside of St. Joseph County will receive a visit from our NP in person to do Medication Reviews and Psych Evals on our clients in their place of residence.	CCBHC Director	Ongoing	Number of clients served in Spec Res by NP visiting home	Q1 Update: Visits ongoing to all specialized residential facilities in the county. Visits occur each quarter. 32/34 were seen in home during Q1. Q2 Update: Visits are ongoing, and transitioned to new RN Team. 40/40 clients were served in their homes this quarter.

Objective: To have Patient Portal operational and active with staff and consumers

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates
Work with PCE to get the Patient Portal up and running so that clients are able to be more involved in their care.	Director of IT	Q3	Patient Portal is up and running and available to clients for use.	Q1 Update: N/A Q2 Update: N/A

Objective: Increase Mobile Crisis Team to be able to support 8a to 10pm call support

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates
Currently have a mobile Crisis Grant for a mobile crisis team. We are able to fully support during working hours, we need to find 4 additional clinicians to be able to support the 2pm to 10 pm time frames.	Director of Access/Emergency & Director of Childrens Services	Ongoing	Fully implemented and functioning team	Q1 Update: Contracts have been provided for both Master's and Advocate level positions to pick up mobile crisis shifts. Specific trainings provided to contracted staff on crisis and de-escalation through Relias that were required prior to signing contracts in addition to an in-person training for procedures and documentation. Q2 Update: All contracts have been signed, and ready to go for an April 1 soft launch. Will run like this until we have had some chances to see how the current process works, and then use that to influence future changes and needs with the program.

THEME 2: INTEGRATED HEALTHCARE EXCELLENCE - 23-24

Objective: Meet Updated SAMSHA CCBHC requirements

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates
Skyler will work with management to review updated guidelines and ensure that policies, procedures, and required updates are completed for certification requirements.	CCBHC Director	Ongoing	Recertification of CCBHC for 3 years.	Q1 Update: No current changes, expected new changes in January 2024. Q2 Update: Final CCBHC recertification guidelines have been distributed. Behavioral Health Urgent Care is a major change. Work has started to get us ready for this new requirement by 10-1-2024.

THEME 2: INTEGRATED HEALTHCARE EXCELLENCE - 23-24

Objective: Continued Hospital Collaboration

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates

Q1 Update: Met with Three Rivers Hospital twice to work on collaboration between Police Liaison and hospital. Met with them to also discuss a possibility to have a community wide Psychiatrist and are actively looking at what that entails for all three agencies. **Q2 Update:** Had several meetings with 24/7 on Call Psychiatrist groups to gather quotes and abilities to serve our population. Looking to move forward soon so that we can have a more consistent coverage to our region.

CEO/UM Director will meet with local hospitals to continue collaboration for any issues that may arise as well as resource sharing as appropriate

CEO and UM/Access Director

Ongoing

Bi annual visits, more as needed

THEME 2: INTEGRATED HEALTHCARE EXCELLENCE - 23-24

Objective: Work with PCP's to transition patients back to PCP's when stabilized on medications

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates
CCBHC team will work with Med Clinic and surrounding clinics to transition clients with stabilized medications back to their primary care physician to handle medications.	CCBHC Director	Ongoing	Number of clients successfully discharged back to their primary PCP per quarter.	Q1 Update: Learned there were some limitations to do our data pull, and will be fixed in Q2 . We were able to identify that there were 38 Med Clinic Only Clients that were transferred back to their Primary Care Physician in FY23. Q2 Update: 16 med clinic discharges back to pcp

THEME 3: EMPLOYEE ENGAGEMENT AND RETENTION 23-24

Objective: Increase retention and additional benefits for high performers in the agency

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates
Utilize ARPA grant to incentivize meeting goal metrics with staff	CEO/CFO & Direct Supervisors	Ongoing	Each goal is a smart goal, awarded at 150 per goal for a total of 450. Board will create a goal for agency that will allow the remaining pot of money left over to be dispersed if individual goals are not met. Quarterly Reports on completion of goals and money paid can be presented as proof.	Q1 Update: There has been 5 employee end a goal period set. Three employees met all 3 goals, receiving \$450/each. Two employees met 2 goals, receiving \$300/each. Pivotal paid out a total of \$3,000 to employees with \$300 going into the agency pot. Q2 Update: 13 staff were evaluated for SMART goal completion. Six staff met 3 of 3 goals, receiving \$450/each. Six staff met 2 of 3 goals, receiving \$300/each. One staff met 1 of 3 goals, receiving \$150. Total paid out to employees of \$4,650, with \$1,200 going into the agency pot.
Utilize ARPA grant for Recruitment and Retention	CEO/CFO	Ongoing	Bonus' for both the referral and the referee for recommendations and acceptance to the agency. Quarterly reports on completion and recruitment can be presented as proof.	Q1 Update: a total of \$1,950.00 has been paid out within recruitment bonuses, disbursed between 8 current employees. Q2 Update: \$2,750 paid in total for new hire bonuses; nine new employees and two receiving their second portion. \$1,500 paid to three current staff for referrals.
ERWC	ERWC Committee	Ongoing	ERWC to continue to offer monthly events for staff as ways to build employee morale and comradery.	Q1 Update: October-Breakfast Bake-Off November- We were going to do our annual gobble games, but United Way had a large amount of Turkey dinners left without recipients, so we post-poned this event. December- Secret Santa, Holiday Company Picnic Q2 Update: ERWC has determined that due to low participation and lack of funding, ERWC will focus on summer and winter all staff events.

Ensure alignment with CMHAM pay structure to union hiring grid

CEO/CFO

Ongoing

Complete and submit yearly survey to CMHAM and compare results of survey to board once received.

Q1/Q2 Update: Pay scales survey do not usually come out until May or June of 2024.

THEME 4: COMMUNITY ENGAGEMENT

Objective: Continued brand recognition for new name and CCBHC Services

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates
Management staff (and other staff) will attend events as the events come up, White Pigeon day, Waterfest, Sturgis Fest, Fair etc.				Q1 Update: No community events for this time period. Q2 Update: No community events for this time period.
Create flyers and brochures for staff and community partners to distribute to clients and hang on community boards for recognition				Q1 Update: Flyers have been created, will work on handing out in Q2. Q2 Update: Community Events are scheduled for Q3 and will be handed out and presented at that time.
Be a Sports Sponsor through the county for increased awareness at all levels. This allows us to be in multiple locations with constant announcements to attendants on who pivotal is and what we offer.	Management	Ongoing		Q1 Update: Signed contract to be a sponsor for Sturgis High school. Signed contract to sponsor Burr Oak schools t-shirts. QR code set up to monitor traffic flow from usage of the advertisement. Not yet in production, so no data to present. Q2 Update: No new sponsorships at this time
Work with Marketing team to create digital broadcasts via Spotify and Sirius XM that is geofenced to our area to reach a different audience about our services and how to access.				Q1 Update: Spotify Ads created and marketing updates were sent to board monthly for the first three months. Not very high Q2 Update: No new updated marketing was performed during this quarter, Facebook was focused on hiring and information presenting.
Work with Marketing team to create flyers and brand recognition as well as MAT. Increase in utilization of services would serve as a proof of working concept.	CCBHC Director	Ongoing		Q1 Update: Marketing material has flowed to county providers. We have an influx of referrals for TCPCC. Additional material will be going to local businesses to help raise awareness. Q2 Update: Working with jail to help run a MAT program there in coordination, not as Pivotal being the operator.

THEME 5: FINANCIAL SOLVENCY 23-24

Objective: To continue to remain fiscally responsible and utilize our resources appropriately.

Action Steps	Person Responsible	Time Frame	Method for Measurement	Progress/Updates
Utilization Management of high utilizers of resources and funding sources	CFO/UM/IT	Ongoing	Monthly Meetings to determine appropriate usage of resources and identifying alternative options if available	Q1 Update: Costing and Coding meetings continue monthly. UM created Spec Res listing of all clients and will update as changes occur. Current amount totals 89 clients. Adult Clinical Director working with CM staff to re-evaluate clients' needs relating to specialized residential vs. AFC homes. Q2 Update: Current placement numbers is 81. CM staff have been diligently reviewing all Specialized Residential clients to ensure appropriateness of placement, and are working on bringing clients back into county if able, and stepping clients down into a lesser restrictive setting that is medically appropriate.

Q1 Update: We are currently within our financial audit. This will not be completed until after Q2. **Q2 Update:** Clean audit with no concerns. RPC presenting at 4/26 board meeting.

Q1 Update: Clinical Directors continue to monitor and discuss staff productivity at individual supervision. **Q2 Update:** Productivity is still being monitored as well as admission data, it has been determined that we will need another children's therapist, and another Mild/Moderate Therapist, and then we should be appropriately staffed at that time.

Clean financial Audits

Ongoing

CFO

Monitor internal controls

Will utilize productivity, SAL's, and Admission/Discharge data to determine increase and decrease in staffing requirements

Ongoing

CEO/CFO/IT/Direct Supervisors

Monitor Productivity among staff and department

BOARD CALENDAR 2023/2024

MONTH	MONITORING REPORTS ON EL POLICIES		MONITORING REPORTS ON ENDS		POLICY REVIEW		Board Member Reviewer	OTHER/REPORTS/ACTIONS
	EL V.08 - Compensation and Benefits EL V.03 Treatment of Staff - Removed 11/28/23		IV.01 SP1 Review SP 4	PR - VI.06 Board Code of Conduct	BOARD EDUCATION			
<u>FEBRUARY</u>	EL V.05 Financial Condition and Activities EI V.01 Global Executive Constraint		Review SP1		PR-VI.07 Board Committee Princ. PR-VI.08 Board Committee Struct PR-III.01 Global Governance-MGMT		Amanda M. Elisabeth R. Damon K	
<u>MARCH</u>	EL V.05 Financial Condition and Activities EI V.09 Comm. and Support to the Board				PR-III.02 Unity of Control PR-III.03 Accountability to the CEO PR-III.04 Delegation to the CEO		Kathy P Kay D. Rick S.	
<u>APRIL</u>	EL V.05 Financial Condition and Activities EL V.02 Treatment of Consumers EL V.03 Treatment of Staff - Removed 11/28/23		IV.01 SP 2		PR-VI.01 Global Governance Comit. PR-VI.03 Board Job Description		Stacy L. Darc S	Selection of Officers Mental Health Code Compliance Check Financial Audit Review
<u>MAY</u>	EL V.05 Financial Condition and Activities EL V.07 Asset Protection		Review SP2		PR-VI.09 Cost of Governance By Laws - Mission Vision		Luis R. Sandy H. Cathi A.	
<u>JUNE</u>	EL V.05 Financial Condition and Activities				PR-VI.10 Recipient Rights Adv Comm		Carol N.	
<u>JULY</u>	EL V.05 Financial Condition and Activities							
<u>AUGUST</u>	EL V.03 Treatment of Staff - Removed 11/29/23 EL V.04 Financial Planning/Budgeting EL V.05 Financial Condition and Activities		IV.01 SP 3		PR VI.04 Agenda Planning PR-VI.05 Board Chairperson Role		Amanda M Elisabeth R.	
<u>SEPTEMBER</u>			Review SP3					Approve Budget Annual Executive Officer Review Public Hearing
<u>OCTOBER</u> <i>All items moved to November due to Special Meeting</i>	EL V.05 Financial Condition and Activities EL V.06 Emergency CEO Succession EL V.03 Treatment of Staff				VI.11 Annual Leave Reserve Policy VI.12 Investment Policy PR-III.05 Monitoring CEO Performance		Damon K. Kathy P. Kay D.	
<u>NOVEMBER</u>	EL V.05 Financial Condition and Activities		IV.01 SP 4		PR-VI.02 Global Governance Style		Rick S.	Compliance/HIPAA Training Board Calendar set for following year
<u>DECEMBER</u>	EL V.05 Financial Condition and Activities							

Color Key: Approved/Accepted/Completed Not Applicable/Added after date passed Not accepted/Not approved

Compliance Corner

SWMBH Audits:

FY24 Q1 Audit: 98.82%

FY24 Q1 Regional Audit: 98.04%