Board Meeting Minutes

Meeting Date: 1/13/20  Time: 7:30 am
Chairperson/President/Facilitator: Jerry Rogers, Chairperson

Attendees: Jerry Rogers (Board Chair); Jane Sullivan; Martha Maxwell; Audrey Mitchell; Kelly Steffens; Dennis Gannon; Kathryn Ellis (Board Vice Chair) and Cliff Lane; Kim Harvey and Dr. Steven Crawford

Not in Attendance: John Lamping (Executive Board Member); Beth McDaniel (Board Secretary); Mark Mertens; Dr. Josh Isaacson and Sylvia Daniels

Staff in Attendance: Susan M. Curfman, MA (President & CEO); Amy Rhodes (CFO); Cindy Vessell (VP of Community Services); Kim Elbl (VP Capital Campaign and Fundraising); Tony Sokolic (VP, Youth BH); Lisa Rothweiler (COO); Rachael Bersdale (Chief Behavioral Health Officer); Katie Harman (VP, HR); Patty Vanek (VP, Clinical Quality); Dr. Rohatgi (Chief Medical Officer); Beth Kremsinski (AVP, ABH) and Amy Phillips (VP, Adult BH)

Not in Attendance: Katy Murray (VP Corporate Compliance/QM) and Dr. Courtney Garland (Dir of Oral Health)

1. Meeting Open
The January 13, 2020 Board Meeting was called to order at 7:32 am by Jerry Rogers, Board Chairman with a quorum of members present.

2. Approval of Agenda
The January 13, 2020 Board Meeting agenda was reviewed and no revisions were requested.

   Recommendations: "I, Kathy Ellis, move that we approve the January 13, 2020 Agenda as presented." Jane Sullivan seconded the motion. The motion carried.

3. Approval of Board Minutes
   a. Approval of December 9, 2019 Minutes
The December 9, 2019, board meeting minutes were reviewed with no revisions requested.

**Recommendations:** “I, Kathy Ellis, move that we approve December 9, 2019 Board Meeting Minutes.” Kelly Steffens seconded the motion. The motion carried.

- Sign the final approved board meeting minutes (Jerry Rogers, Chairman)

4. **Closed Session / Personnel**

   The closed session opened at 7:34am. During the closed session the Board discussed Legal and Personnel matters. The closed session ended at 7:40am. There was no formal decisions made. The session was only utilized for discussion purposes only.

5. **Mission Statement**

   *Jerry Rogers asked everyone to join him in reading the mission statement:*

   To lead in providing quality, comprehensive healthcare that is affordable and accessible, and to support the dedicated professionals who make caring for the individuals we serve their number one priority.

6. **Board Highlight for January – Treatment Court**

   Sue Curfman spoke of Treatment Court and introduced Beth Kreminski to talk about Treatment Court. Beth Kreminski stated that this is an alternative court program, the individuals are facing a charge and the prosecuting individuals can make a decision to allow them to be a part of the program. The program works with the judges, VA, family services and many more individuals on a weekly basis. In the treatment court COMTREA gets a voice in giving a recommendation. The participants have requirements with meeting with various services and go to counseling and they are required to have independent transportation and housing along with being employed or in school. The participants are tracked closely during the program. Beth Kreminski spoke of a client’s success story that she had permission to share and the success. The funding sources are through DMH and there is a special fund for some of the individuals that they can apply for. There is a new judge in charge of the treatment courts, Judge Joe Rathert (Judge Missey will be stepping down from treatment courts) and Judge Shannon Daugherty will continue on. Jerry Rogers asked if transportation is an issue, Beth Kreminski stated that transportation is a huge issue that many of the clients deal with. Beth Kreminski stated that not all treatment courts are created equal, some do not allow the treatment counselors to be at the table. This program has allowed them to be
involved in the meetings and voicing, this requires a lot of nurturing of relationships. Jerry Rogers made reference to an article in the Sunday paper regarding walk in for addiction. Sue Curfman spoke of a meeting in the fall with the court personnel and there has been significant improvements in this program.

7. Financial Review
Amy Rhodes gave the financial report on November financials. There was a loss in Medical and Dental, on medical it is not due to productivity and they are continuing to improve. The loss for dental was a productivity due to the shortage of DA's and some Hygienists. The MAP reopening is being delayed until March while new staff are trained. Cash flow is still tight but much improved over the past year, the LOC will be paid off when the MIL Tax comes in. In Primary Care Avatar Implementation will be this week and that will impact Medical. There was the expenses the board approved for Medicaid Expansion and the gift cards for the holidays for staff.

Recommendations: “I, Kathy Ellis, move that the Board approve the financial report for the month of November 2019.” Audrey Mitchell seconded the motion. The motion carried.

8. CEO’s Report

a. What are our clients saying?
Sue Curfman stated that the TWT program at Mercy is embedded in many programs and recently there was a situation with a patient there and the dog realized something was not right, the hospital awarded the dog with a medal.

b. Financial Focus Update
   i. Growth Report
Sue Curfman stated that December is impacted by the holidays and there was a few days with weather issues. BH was 54%, Child Psych 68%, Integrated Staff at 68%, PC 60% (no walk-ins are turned away at this time) and Oral Health 64%, they have been running around 90% when there is a shortage of DA’s they have to close chairs and that impacts this number. Hygienists are also at 64%.

c. Federal/State Associations/Advocacy Update/Community Involvement
   i. Update on Medicaid Expansion Campaign
Sue Curfman updated on this in her weekly CEO report to the board that was emailed out on Friday. Kansas did pass this last week which may impact Missouri.

d. Divisional/Department Updates
   i. Behavioral Health/Psychiatry Updates
   There is a psychiatrist joining COMTREA in August out of school.
   ii. Primary Care Updates
   Dr. Hayat started last week, he will work mainly at Hickory Plaza and Dr. Swope started in December and will work out of Emerson.
   iii. Oral Health Updates
   There was several Dental Assistants hired in the past few weeks. Once they get onboard this should assist with some of the shortages.

e. HRSA
   i. Add Welcome Center under Scope (Will be approved in Action Items)
   ii. PR Monthly Review – Program Monitoring and Data Reporting Systems

Sue Curfman stated that this area was 100% compliant.

   iii. Current % of Board Consumers
   The % is currently at 53%

f. Monthly Grant Update

There was a $2,000 grant awarded from Walmart this is for MHOH and will assist with furnishings.

<table>
<thead>
<tr>
<th>Funding Entity</th>
<th>Program Recipient</th>
<th>Description</th>
<th>Amt Requested on Pending Grants</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCP Grant (Crisis Counseling Program Immediate Services Program)</td>
<td>BH</td>
<td>For 2 part-time positions 20 hours a week</td>
<td>Unknown at this time</td>
<td>Awarded - The term and amount of this grant is not known yet</td>
</tr>
<tr>
<td>Franklin County Community Resource Board</td>
<td>CAC</td>
<td>Requested for the Family Advocate Position- $25,500 and for the Prevention Specialist $52,762.50. This is a 18 month grant cycle January 2020- June 2021</td>
<td>$25,500 $52,762.50</td>
<td>Awarded full grant</td>
</tr>
<tr>
<td>Franklin County United Way</td>
<td>CAC</td>
<td>Currently working on the application for this funding</td>
<td>$13,600</td>
<td>No updates at this time, their board meets on the 14th</td>
</tr>
<tr>
<td>Saigh Foundation</td>
<td>TWT for No More Bullying! Program</td>
<td>One – Time Funding</td>
<td>$5635</td>
<td>In Review – January Notification</td>
</tr>
<tr>
<td>Walmart Grants</td>
<td>MHOH</td>
<td>Applied for (3) grants</td>
<td>Unknown</td>
<td>Awarded (1) Festus Walmart $2,000 / Denied (1) Waterloo Walmart and pending a 3rd</td>
</tr>
</tbody>
</table>

BOARD MEETING MINUTES 4 | P a g e
g. Volunteers

Sue Curfman went over and the top performer was TWT for December with Board Members just behind. The full report of hours is listed below.

<table>
<thead>
<tr>
<th>Location</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>TOTAL HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Safe Place</td>
<td>0</td>
<td>9</td>
<td>19</td>
<td>8</td>
<td>9</td>
<td>14</td>
<td>59</td>
</tr>
<tr>
<td>CAC</td>
<td>0</td>
<td>8</td>
<td>10</td>
<td>2</td>
<td>6</td>
<td>2</td>
<td>28</td>
</tr>
<tr>
<td>Employees</td>
<td>12</td>
<td>6</td>
<td>0</td>
<td>19</td>
<td>11</td>
<td>11</td>
<td>59</td>
</tr>
<tr>
<td>Board Members</td>
<td>84</td>
<td>58</td>
<td>99</td>
<td>120</td>
<td>71</td>
<td>60</td>
<td>492</td>
</tr>
<tr>
<td>Adult and C&amp;Y Div.</td>
<td>48</td>
<td>40</td>
<td>71</td>
<td>140</td>
<td>32</td>
<td>26</td>
<td>357</td>
</tr>
<tr>
<td>Tails with Tales</td>
<td>55</td>
<td>108</td>
<td>88</td>
<td>113</td>
<td>153</td>
<td>65</td>
<td>582</td>
</tr>
<tr>
<td>Job Shadowing</td>
<td>0</td>
<td>7</td>
<td>25</td>
<td>58</td>
<td>48</td>
<td>11</td>
<td>149</td>
</tr>
<tr>
<td><strong>TOTAL Hours:</strong></td>
<td>199</td>
<td>236</td>
<td>312</td>
<td>460</td>
<td>330</td>
<td>189</td>
<td>1726</td>
</tr>
</tbody>
</table>

9. Action Items (Anything that requires a vote)

a. Leadership Council Reports (Month of December)

Jerry Rogers stated if you look at the report there was many schools they were in the last few months.

**Recommendations:** "I, Kathy Ellis, move that the Board approve the December Leadership Council Report." Audrey Mitchell seconded the motion. The motion carried.

b. Change of Scope Approval – Addition Psychiatry at Welcome Center

Sue Curfman stated that the Welcome Center is currently not under scope and to offer the FQHC may help to meet the needs of the individuals coming into Welcome Center and that may change the work flow.

**Recommendations:** "I, Audrey Mitchell, move that the Board approve the Welcome Center added as under scope for psychiatry services." Jane Sullivan seconded the motion. The motion carried.

c. Revised G6 FIN 6.7 Payment Practices

Amy Rhodes stated that this was a typo when the policy was written over the summer and should be 2 visits.
**Recommendations:** “I, Kim Harvey, move that the Board approve the revised policy of G6 FIN 6.7 Payment Practices.” Audrey Mitchell seconded the motion. The motion carried.

d. Credentialing & Privileging

Kathy Ellis went over the report for December there was 10 current staff recredentialied and 3 new staff members.

**Recommendations:** “I, Kathy Ellis move that the Board accept the December 2019 Credentialing & Privileging Report as presented.” Kelly Steffens seconded the motion. The motion carried.

e. QIQA Monthly Report – Primary Care & Financial Focus

Patty Vanek reported on QIQA and turned it over to Tony Sokolic. Tony Sokolic went over the BH clinical measures, all the measures stayed mostly the same.

<table>
<thead>
<tr>
<th>Measure</th>
<th>Numerator</th>
<th>Denominator</th>
<th>Metric 1</th>
<th>Metric 2</th>
<th>% Change</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEVAL</td>
<td>Time to Initial Evaluation</td>
<td>6645</td>
<td>9549</td>
<td>69.59%</td>
<td>8.47</td>
<td>4.14%</td>
</tr>
<tr>
<td>BMI-SF</td>
<td>Preventative Care and Screening: Adult BMI Screening and Follow Up</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WCC-BH</td>
<td>Weight Assessment and Counseling for Nutrition and Physical Activity for Child and Adolescents</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TSC</td>
<td>Preventative Care and Screening: Tobacco Use: Screening and Cessation Intervention</td>
<td>2247</td>
<td>2985</td>
<td>75.28%</td>
<td></td>
<td>-1.26%</td>
</tr>
<tr>
<td>ASC</td>
<td>Prevention Care and Screening: Unhealthy Alcohol Use: Screening and Brief Counseling</td>
<td>629</td>
<td>1164</td>
<td>54.04%</td>
<td></td>
<td>2.54%</td>
</tr>
<tr>
<td>SRA-BH-C</td>
<td>Child and Adolescent Major Depressive Disorder: Suicide Risk Assessment</td>
<td>658</td>
<td>822</td>
<td>80.05%</td>
<td></td>
<td>-0.03%</td>
</tr>
<tr>
<td>SRA-A</td>
<td>Major Depressive Disorder: Suicide Risk Assessment</td>
<td>607</td>
<td>611</td>
<td>99.35%</td>
<td></td>
<td>-0.14%</td>
</tr>
<tr>
<td>CDF-BH</td>
<td>Screening for Clinical Depression and Follow Up Plan</td>
<td>1123</td>
<td>1200</td>
<td>93.58%</td>
<td></td>
<td>-0.90%</td>
</tr>
<tr>
<td>DEP-REM-1</td>
<td>Depression Remission at 12 months</td>
<td>76</td>
<td>1397</td>
<td>5.44%</td>
<td></td>
<td>-0.12%</td>
</tr>
</tbody>
</table>

There was 27 BH Peer Reviews that were discussed. The Initial Assessments had 2 areas to review; Thoroughness of Assessment and DMH Diagnosis Consistent with Assessment. All Annual Assessment were consistent with Best practices.
On the quarterly patient focus group that is held, Patty reported that there was a lot of positive feedback. Some of the additional services requested was dietician, coffee in waiting room and anger management classes. A few of the comments made during the groups were shared. Sue Curfman spoke of a dental provider that worked at a different community health center and stated that COMTREA’s feedback is much better.

Recommendations: "I, Audrey Mitchell, move that the Board accept the December 2019 QIQA Report as presented." Jane Sullivan seconded the motion. The motion carried.

Discussion Items (Informational; no action taken)

a. Subcommittees of the Board
   i. Building and Grounds

Lisa Rothweiler went over the progress on the MHOH house and pictures were shown to the board. The contractor has been working well and helping to secure donations for the project. There was a change in the siding that will be a savings and that will help cover the cost for the back fill, the shingles were also purchased at a discount rate. The front parking lot will be started on depending on weather, it is thought that the house will be done in 90 days. The next big step will be to establish some operational guidelines. Jerry Rogers asked on the cost of site development for the second home, at this time Lisa Rothweiler had no additional information. Sue Curfman stated that there is a workgroup working on policies and funding. Keaton will be getting painted, the new color is exciting for the residents, and the next large project will be Arnold for painting and some remodeling. Jerry Rogers asked on the flower shop and Lisa Rothweiler stated there will be no additional work until spring due to the weather.
ii. Fundraising & Capital Campaign
Kim Elbl stated that there are a number of fundraisers coming up, TWT has a trivia event, Mardi Gras is coming up in February and the CAC has a horse racing event and the MHOH trivia night is in the works. Funds are still coming in to the capital campaign in the last few months there has been a lot of new donors and the database has increased. There is a discussion around families helping families with MHOH. Kim Elbl thanked everyone for contributing and helping. Sue Curfman spoke of the article that was in the Leader last Thursday and asked that the board send a thank you to the writer for featuring the article. MHOH is looking at doing a women's conference that will be in October more information will be coming as that planning continues. There is still the opportunity for tax credits. Kathy Ellis stated that she is on the diversity committee and they announced that MHOH will receive an award on 29th February at Quality Inn.

iii. MHOH Committee
No additional updates.

11. Board Member Information
Jerry Rogers reminded everyone of the JCCMHFB work session this Thursday at 7am in Festus in the 2nd floor conference room.
   a. Beth McDaniel – change from Treasurer to Secretary on Executive Board
   Jerry Rogers stated that this position needs to be filled if there is any interest please let Jerry Rogers or Lisa Wigger know.
   b. Open Board Treasurer Position
   Discussed above.
   c. Board Recruitment
   Efforts will be started for recruitment from patients.

12. Old Business
No old business at this time.

13. Next Scheduled Board Meeting
   a. Monday, February 10, 2020 – Arnold

15. Adjournment
There was no further business to discuss.

**Recommendations:** With there being no further business to discuss, Kathy Ellis moved for adjournment. Jane Sullivan seconded the motion. The motion carried.

☐ Minutes approved  

\[Signature\]  

(Date)