

**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)**  
**WCCMH BUDGET-FINANCE COMMITTEE MEETING MINUTES**  
**4135 Washtenaw Ave, Ann Arbor, MI**  
**Learning Resource Center, Michigan Conference Room**  
**January 14, 2019 2:00 pm**

MEMBERS PRESENT: C. Collins, D. Strong, A. Dusbiber (phone), M. Creekmore

MEMBERS ABSENT: M. Bloom

STAFF PRESENT: T. Cortes, M. Harding, N. Phelps, R. Clark, R. Dornbos, S. Ray, T. Florence, N. Soos, L. Gentz

OTHERS PRESENT: K. Belknap, L. Lutomski

C. Collins called the meeting to order at 2:00 pm.

I. Introductions

- R. Dornbos introduced Nick Soos. He is an intern from Eastern Michigan University that will be working with Rhonda for about three months.

II. Audience Participation

- None

III. Board Response to Audience Participation

- None

IV. Budget-Finance Committee Minutes and Actions from 12/15/18

- Budget-Finance and Program-Quality combined quarterly committee meeting minutes from 12/15/18 were reviewed.

**MOTION BY D. STRONG SUPPORTED BY M. CREEKMORE TO APPROVE THE MINUTES AND ACTIONS FROM THE DECEMBER 15, 2018 BUDGET-FINANCE AND PROGRAM-QUALITY QUARTERLY COMMITTEE MEETING.**

**MOTION CARRIED**

V. Finance Status Reports

- N. Phelps reviewed the financial status report for the month ending November 30, 2018.
- The November data for enrolled consumers and consumers served was not available at the time that the report was created. This information will be updated as soon as it is available.
- CLS costs to date are \$4.2 Million. This is \$21,000 over budget.
- Community Inpatient costs to date total \$939,000. This is \$39,000 over budget.
- Licensed Residential costs to date are \$1.8 Million. This is \$2,000 under budget.

- Applied Behavior Analysis/Autism service costs to date are \$515,000. This is \$34,000 over budget.
- Medicaid, Healthy Michigan and Autism funds are on budget.
- Financial performance by funding source:
  - Medicaid is showing a deficit of \$1.3 Million
  - Healthy Michigan is showing a deficit of \$533,000
  - State General Funds is showing a deficit of \$68,000
  - Local Funds are showing a surplus of \$114,000
- The Fund Balance at the beginning of FY2018 was \$2.7 Million. It is projected that the use of \$750,000 will be necessary to close the State General Fund.
- D. Strong would like it noted that the he would like to see information in the finance reports that shows total expenses and where we are at each month in regards to the overall budget.

**MOTION BY M. CREEKMORE SUPPORTED BY D. STRONG TO APPROVE THE FINANCIAL STATUS REPORT THROUGH NOVEMBER 30, 2018.**

**MOTION CARRIED**

VI. Contracts and Leases

- None
- Executive Director Contract Authorizations
  - Policy Research Associates
    - This contract is to provide youth system intercept mapping from January 1, 2019 to September 30, 2019.

**MOTION BY D. STRONG SUPPORTED BY M. CREEKMORE TO APPROVE THE EXECUTIVE DIRECTOR CONTRACT AUTHORIZATIONS AS PRESENTED**

**MOTION CARRIED**

VII. Regional Finance Update

- T. Cortes presented the Regional Finance update. The adverse action was submitted before the holidays. The pre-trial is schedule for this month. The regional board approved a budget amendment that will reflect the litigation and that the region intends to bring in more revenue in the FY19 budget. She also stated that MDHHS has named their new Director, Robert Gordon.

VIII. Old Business

- None

IX. New Business

- M. Harding presented on the Millage /CCBHC Grant/Medicaid Funding. On December 18, 2018 administration received notification that WCCMH was awarded the CCBHC grant in the amount of \$1.8 Million. This is a grant from SAMHSA and we are treating the funding as a federal grant. Mike discussed the complication of making sure that funding sources are being used accurately but assured that they are working with the grant officer of CCBHC to make sure that WCCMH receives the guidance that is needed.

X. Items for Future Discussions

- On-going financial analysis on millage recommendations will be a continued discussion for future meetings

XI. Meeting adjourned at 2:59 pm.

DRAFT