

2-14-24

Budget Authority Workgroup Agenda

1. Welcome – Jan - Happy Birthday Taylor!


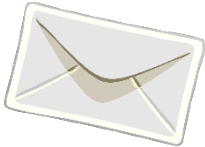


Jan Lampman, Tayler McQuay,
Angela Martin, Stephanie Laird, Laura
Demeuse, Melissa Frash, Todd
Koopmans, Tedra Jackson-Washington, Sheryl Kuenzer,
Sheryl Stumbaugh, Jill Gerrie, Courtney Trunk



2. Draft Recommendations and Strategies – Angela

- Angela thanked those who turned out for the small group discussion.
- Angela let everyone know, if there's a red line on the side of the page, there are changes in that paragraph or section.
- We talked about the last three recommendations. We talked about whether we should include the last three in some of the other recommendations to keep the list at ten.
- The document is 18 pages. Our one-page document is now two pages. Angela is concerned the document is getting too long for people to read.



- Tedra didn't think we needed to have the whole thing completed. We could reformat it so it's one page per issue.
- Budget Flexibility is the sixth recommendation. It includes making changes in line items.
- **The seventh recommendation is about budget cuts made because services weren't used.** Angela asked for suggestions for the strategy section. Suggestions included:
 - ✓ Have the Department issue an L letter or (whatever) that forbids Utilization and Management from reducing budgets based on a lack of staffing. 
 - ✓ Laura said that in the new person-centered planning policy that if you reduce services at the time of the plan, you must issue an advanced benefits determination letter. This will then allow people to go to fair hearing. 
 - ✓ Laura also said there is language that is already in policy that the PIHP (Prepaid Inpatient Health Plan) must inform people about fair hearing appeals when their services are reduced, changed, or terminated. This kind of stuff is going in a service note, so it's not caught. 
 - ✓ Jan talked about a CMH she was working with. A month before your meeting, the Supports Coordinator sends a request to Utilization and Management who looks at past usage and does a chart review to determine the budget for the next 

year. Then you do a person-centered plan. How can we strengthen the budget to stop this?

- ✓ Sheryl S: What happens at 6-month meeting where they reduce budget? She just lost a hearing about reduction of hours based on lack of staff. Judge said that when staff is hired then there can be a new IPOS (Individual Plan of Service) to increase hours.



- ✓ ALJ (Administrative Law Judge) ruling (maybe circuit court ruling) in Livingston County said network adequacy (staffing) is the responsibility of the CMH.

- ✓ We talked about problems with things like Jan's example being caught by someone and corrected.



- ✓ Jan said she would like a letter like the one Tom Renwick wrote that said to a CMH you can do this and if you do, we will come and testify against you. Both Jan and Angela have the Tom Renwick letter that says the same.

- ✓ If someone finds the Livingston ALJ ruling, please send it to Sheryl S. (done) Here's the link: [DRM_CBAppeal \(1\).pdf](#)

- ✓ Todd told us the PIHPs are going to have some of the responsibilities CMHs have been doing. We suspect they are trying to avoid a conflict-of-interest complaint.

- **Number 8 – Training for people using self-directed services.**

- ✓ Who would do the training?
Trainings need to be developed by? Laura would be the logical person to be the trainer. She was thinking modules – in-person and online versions.



- ✓ Todd told us the state developed a standardized manual for Customer service and gave it to the CMHs and said you can't change it, but you can put your information on it. It was around 10 years ago. It was done with people with lived experience and family members. It was done in multiple formats for folks that don't read, etc.



- There were problems with Chief Executive Officers (CEOs), financial folks, and administrative people so it was buried. Todd suggested looking for the old Customer Service manual – the DD Council and others had input.
- Todd will look around because no one he knows is familiar with it.

- **The 10th recommendation is about not requiring excessive training.**

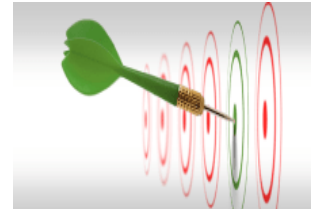


- ✓ Angela told us there is a document related to codes and provider requirements where information could be placed. But it comes down to enforcement!

- ✓ We want a MDHHS standardized self-directed services agreement that must be used by PIHPs and CMHs. Tedra suggested this be included in the beginning before the recommendations. All agree!

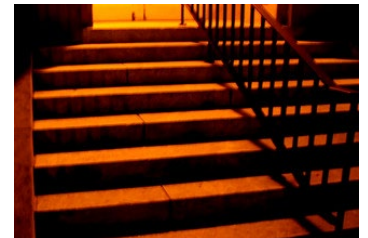


- The remaining priorities are: 1) Budget instructions in plain language; 2) Raise pay & benefits for all staff; Poor wages have been a contributing factor to not being able to find/hire staff. Probably not a recommendation. 3) Compare Michigan process against Centers for Medicare & Medicaid Services and CMHs against the state! (This might be a strategy, not a recommendation); 4) Do something to make sure both the individual plan of service and the budget are signed separately. After Utilization and Management process.



- **Next steps:**

1. Share with the DD Council Program Committee,
2. With the Program Committee, share with the full DD Council,
3. Have the DD Council (+us) take to the Department (Meghan)
 - Meghan and Kristin will need background information. They have no historical knowledge. We will need to put together some type of background and then outline the recommendations. We can use technical guidance example as something we don't want to happen.



- We would also share with Belinda, Lyndia, Laura, etc. We will strategize how.

4. Post everywhere,

5. Give presentations to stakeholders (internal to Department, CMHAM (Community Mental Health Association of Michigan), PIHPs, CMH Directors, etc.)



- Angela will send finished document to everyone (done) and then we will have a week to get back to her with comments. Can call Angela with feedback within one week. Put date in! All edits regarding language and if you disagree with anything in writing. 248-417-3563

DD Council reports to Farah.

Congratulations to Tedra!!! She is now the Deputy Director of the DD Council.



- Tedra told us the Board Works session at the CMHAM conference covering history didn't include any information about developmental disabilities.

3. Budget Template Update – Jan

- Jan talked to people who use budgets around the state – (many) only two of those mentioned sit down with folks to help them figure out how much they want to pay their staff based on the money they have available (develop budget). Others do it and



then tell the person what they have. There is no participation in how you use your money.

- ✓ Stephanie finds this irritating. Todd said it's supposed to be done at the person-centered plan. Sheryl S. said they just come to me with my budget and ask if it meets my needs.

- ✓ There is a work sheet – it is an Excel work sheet

- ✓ Budget report – It is easier to make accessible because it is usually a Word document.
- It was suggested we come up with what we think goes in template, what goes in report, and how it is supposed to be done.
- Any budget reports need to be accessible – screen reader, plain language, etc. All agree.
- **Create recommendations for both documents.**



4. MDHHS Update – Laura

- No timeline yet for EVV. HHAX is the vendor.

- Tedra asked for more information about the S-D Design Team.
 - ✓ Jan asked who else is on the Team? Laura said there's no reason people with lived experience can't be on it. They would be subject matter experts.



- ✓ Weekly meetings are held with the possibility of a second meeting. The expectation is you will work on it eight hours per week.

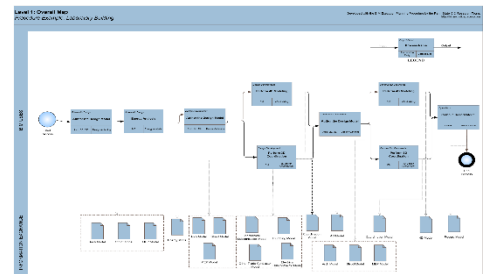
Monthly Meeting Plan Calendar View

This slide is 100% editable. Adapt it to your needs and capture your audience's attention.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		01	02	03	04	05
		Economic Development Committee Task Force	Art Committee	Afternoon Housing Committee Task Force	Business Committee Long Term Care Home and Services Task Force	
06	07	08	09	10	11	12
	Adult Committee	City Council	City Council Subcommittee Task Force			
13	14	15	16	17	18	19
	Executive Committee	Project Standards-Subcommittee Task Force	Parish Council Growth Management Committee Task Force	Government Management Committee Task Force		
20	21	22	23	24	25	26
	E. Wilson Memorial Day	Estimote Team Community Council Task Force	Economic Development Committee Task Force	Community Development and Recreation Committee Task Force	Emergency Management Committee Task Force	E. 929 Summit Task Force
27	28	29	30			
	Project Standards-Subcommittee Task Force	Budget Committee (Planning)	Adult Committee Task Force			
E. 929 Summit	Project Standards-Subcommittee Task Force	Budget Committee (Planning)	Adult Committee Task Force			

- ✓ It all is being done with the CQI process team.
- ✓ The goal is to align the process for S-D across the state so people understand the philosophy and doing it the best they can.

- ✓ They mapped out the current process, looked for barriers/problems, looked for solutions, and are prioritizing high impact low effort items. Laura showed us the map.



- ✓ Is there a person with authority on team – no. The Team will make process improvements to what’s happening now. The improvements will go in front of stakeholders to see if they are on the right track.

- ✓ Jan said, “One of the cornerstones of self-determination is confirmation.” She asked if there is a way to enlist some folks with lived experience and compensate them so they can participate fully. It would be a



way to teach others also by including the people affected at the table.

- ✓ Sheryl K. volunteered to participate.

5. Help Desk – Heather

Both Heather and Marie were doing interviews for the site review at the time of the meeting.



6. Other - All

Nothing – the meeting ran a little over. Thanks for the great conversations!



Future Meeting Dates

- 03/13/24
- 04/10/24
- 05/08/24
- 06/12/24
- 07/10/24
- 08/14/24
- 09/11/24
- 10/09/24
- 11/13/24
- 12/11/24

