

SOUTHWEST BEHAVIORAL HEALTH CENTER AUTHORITY BOARD MEETING MINUTES

**November 13, 2024
Cedar City, Utah**

PRESENT:

Commissioner Jerry Taylor
Commissioner Paul Cozzens
Commissioner Wade Hollingshead
Commissioner Celeste Meyeres
Commissioner Gil Almquist

STAFF MEMBERS:

Mike Deal, Executive Director
Crystal Stock, Executive Assistant
Michael Sherratt, Clinical Director
Matt Gardiner, Controller

CALL TO ORDER/ INTRODUCTIONS

The meeting was called to order by Commissioner Cozzens, Chairperson of the Authority Board, who welcomed all those in attendance. Mike Deal introduced Crystal Stock, Southwest Behavioral Health Center's new Executive Assistant.

APPROVAL OF JUNE MINUTES

Commissioner Cozzens asked for a motion to approve the July 2024 Authority Board minutes. Commissioner Almquist moved to adopt the minutes and Commissioner Taylor seconded the motion. The minutes were unanimously approved.

FY2024 AUDIT ENTRANCE CONFERENCE

Mike Deal stated the requirement Southwest Behavioral Health Center must have an entrance that gives the Board and other funders an opportunity to highlight any concerns before the audit begins. Auditor, Kevin Jones, of Hafen, Buckner, Everett & Graf, handed out a fraud questionnaire for the commissioners to complete and return to him. The fraud questionnaire is an opportunity for the commissioners to voice any concerns they have or if they have heard any concerns from staff. Kevin assured all answers are confidential and investigated. Lastly, Mike addressed that the commissioners will be presented with the final audit during the December 11th, 2024 meeting in St. George.

APPROVAL OF BI-MONTHLY OPERATIONS REPORT

Mike Deal noted the Bi-Monthly Operations Report had been sent out previously and reviewed Personnel Changes, Major Expenditures, Risk Management, Director's Travel and Public Use of Center Facilities for the time period September – October 2024. In reviewing personnel changes nothing stood out as out of the ordinary. Under the expenditures, Mr. Deal addressed the two largest expenses being the Medicaid match and Health insurance premiums. Moving on to the Risk Management report, Mr. Deal

noted there have been no client deaths reported. There were six client injuries; however, they were not unusual and normal to be seen within our residential programs. Mr. Deal asked if there were any questions regarding reports. Following discussion on various questions, Mr. Deal asked if there was anything further. There was not. Commissioner Taylor moved to approve the Bi-Monthly Operations report and Commissioner Meyeres seconded the motion. The voting was unanimous for approval.

APPROVAL OF BI-MONTHLY FINANCIAL REPORT

Mr. Deal presented the Monthly Financial Status Report as of 9/30/2024 showing total Revenues at 30.6% and Expenses 21.3% at 25% into the year. He reviewed the areas where there were special notes. Commissioner Almquist moved to approve the Bi-Monthly Financial Status Report and Commissioner Hollingshed seconded the motion. The voting was unanimous for approval.

NEW POLICY ON AI

Mike Deal mentioned the Center's interest in Axiom's EHR AI product to assist clinicians in administrative work, drive productivity, and to improve efficiency. Mr. Deal went on to address the formal AI policy written to cover business and clinical operations. The policy is proposed to make sure any AI product brought into the center is vetted and looked into before being used. Followed was discussion on various questions and concerns about appropriateness, need, privacy and security. Commissioner Meyeres asked that some additional procedures be added and language included that ensures the Center does not overuse these potential tools, and that extreme caution is used to ensure the security and privacy of any data that may be gathered. Commissioner Taylor moved to table the AI policy until adding additional language into the AI policy that satisfies these concerns. Commissioner Meyeres seconded the motion. The voting was unanimous to table.

CLINICAL REPORT – FIRST EPISODE PSYCHOSIS GRANT

Michael Sherratt provided an update on the first episode psychosis grant the Center received. Mr. Sherratt gave a review on first episode psychosis and the findings within the discipline. Mr. Sherratt explains the center is almost complete with the initial training of the team and the concept of first episode psychosis. There is a first episode psychosis training scheduled to be performed by Sally Riggs, who is one of the leading experts of psychosis therapy. Within the first episode psychosis team, the Center has opened a full-time Case Manager position to focus on the case management needs and outreach needs. Mr. Sherratt asked if there were any questions regarding first episode psychosis and opened up discussion on various questions.

RECEIVING CENTER AT YEAR 1

Mike Deal walked through the Receiving Center's first year data from the State's website. Mr. Deal highlighted from September 2023 to September 2024 the Receiving Center has seen 329 unique individuals which equated to 493 services. From here, Mr. Deal dove into more detailed data and outcomes from those who received services.

LEGISLATIVE AUDIT – B.H. GOVERNANCE

Mike Deal mentioned the Legislative Auditors Office released an audit on the state's behavioral health system/ governance and highlights their key findings. Mr. Deal states these are issues needing to be addressed.

ANNUAL AUDITOR'S FRAUD RISK ASSESSMENT

Matt Gardiner went over center's fraud risk assessment and noted the center is classified as "low risk." The center has an almost perfect score. The lack of an internal auditor is the only reason for a non-perfect score and Mr. Gardiner shared the cost benefit of hiring an internal auditor is not needed. The center is at low risk, has policies in place, and the Center's audit is always shared with the Board of Commissioners to remain transparent.

DIRECTOR'S REPORT

Mr. Deal talked about House Bill 501 which is making Medicaid available in jails when someone is within 90 days of release. The Center has talked to the Sheriffs regarding what this will look like.

Mr. Deal proceeded to discuss the county match and the invoices with the total amount that will be billed to each county. The Commissioners noted that revised invoices should be sent to each County Cler/Auditor to ensure the full, required amount is billed and paid for Southwest's fiscal year 2025.

Lastly, Mr. Deal mentioned the National Council 2025 being held in Philadelphia on May 5th, 6th, and 7th. All commissioners said they would like to attend and be registered for the conference.

MEETING ADJOURNMENT

Commissioner Taylor moved to adjourn the meeting and Commissioner Hollingshead seconded the motion. The voting was unanimously in favor of adjournment.



Southwest Behavioral Health Center Authority Board Chairperson