



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, November 13th, 2019

5:30 p.m.

812 E. Jolly Rd, Conference Room G11-C

Lansing, MI 48910

Committee Members Present:

Dave Pohl, Kay Randolph-Back, Raul Gonzales, Joe Brehler, Dianne Holman

Committee Members Absent:

None.

Staff Present:

Darby Vermeulen, Ericanne Spence, Stacia Chick, Joanne Holland, Lynn Roper, Sara Lurie, Jennifer Stanley

Public Present:

Ed Hamm

Other Board Members Present:

Jim Rundborg, Paul Palmer

Call to Order:

The meeting was called to order by Chairperson Joe Brehler at 5:30 p.m.

Previous Meeting Minutes:

MOVED by Dave Pohl and SUPPORTED by Raul Gonzales to approve the meeting minutes of October 9th, 2019.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Dave Pohl and **SUPPORTED** by Raul Gonzales to adopt the agenda of November 13th, 2019, with the addition of Stacia Chick's update on JP Morgan Chase discussions under Old Business.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None.

BUSINESS ITEMS:

Expense Contract Renewal: Hope Network/West Brook Recovery Services

Ericanne Spence presented a renewal for medical management at the detox center with Hope Network/West Brook Recovery Services.

ACTION:

MOVED by Dave Pohl and **SUPPORTED** by Raul Gonzales that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to renew the contract with Hope Network, who as of March 3, 2019, owns and operates Hope Network/West Brook Recovery Services. The contract is for Medical Oversight of the Recovery Center, a medically managed Withdrawal Management program. This contract with Hope Network covers the retroactive period of October 1, 2019 through September 30, 2020. The total amount of services rendered is not to exceed an annual amount of \$64,572.

MOTION CARRIED unanimously.

Expense Contract Amendment: Flatrock Manor, Inc.

Sara Lurie presented in Shana Badgley's absence. This amendment updated the rate schedule to the correct rates from what was previously presented.

Kay Randolph-Back shared information she learned in a webinar that SSI and SSDI are distinct terms, and that the correct terms should be used in fact sheets going forward.

ACTION:

MOVED by Raul Gonzales and **SUPPORTED** by Dave Pohl that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to amend the contract with Flatrock Manor, Inc. to purchase specialized residential services, and case management services for the retroactive period of October 1, 2018 through March 31, 2019 and April 1, 2019 through September 30, 2019 and pay the rates listed on the below rate sheet, independent of the room and board as calculated by the consumer's individual ability to pay. Services are to be provided pending the necessary approvals of their special certification through the Michigan Department of Licensing and Regulatory Affairs (LARA).

Flatrock Manor, Inc. Rate Sheet October 1, 2018 – March 31, 2019			
Service Description	Service Code	Unit of Service	Rate
Targeted Case Management	T1017	Per 15 minute contacts	\$ 75.00
Comprehensive Community Supports and Personal Care per diem –Standard Group Homes	H2016/T1020	Daily	\$ 400.00
Comprehensive Community Supports and Personal Care per diem – Flatrock Manor	H2016/T1020	Daily	\$ 400.00

Flatrock Manor, Inc. Rate Sheet April 1, 2019 - September 30, 2019			
Service Description	Service Code	Unit of Service	Rate
*Targeted Case Management (amended) (effective July 1, 2019)	T1017	Per 15 minute contacts	\$ 75.00

Comprehensive Community Supports and Personal Care per diem –Standard Group Homes	H2016 / T1020	Daily	\$ 403.72
Comprehensive Community Supports and Personal Care per diem – Flatrock Manor	H2016 / T1020	Daily	\$ 403.72

MOTION CARRIED unanimously.

Expense Contract Renewal: Applied Behavior Analysis (ABA) Services from Center for Autism and Related Disorders (CARD)

Lynn Roper presented in Karla Block’s absence.

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Jim Rundborg that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to continue to contract with Center for Autism and Related Disorders (CARD) at the rates listed below, for the retroactive period of October 1, 2019 – September 30, 2020.

ABA Service Rates								
Code	Service Description	Reporting Units	Provider Type	BCBA	BCaBA	QBHP	LP/LLP	BT
97151	ABA Behavior Identification Assessment	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$48.00	\$34.00	\$48.00	\$48.00	
0362T	ABA Behavioral Follow-up Assessment	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97153	ABA Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$15.00	\$15.00	\$15.00	\$15.00	\$12.50
97154	ABA Group Adaptive	Per 15 minutes	BCBA, BCaBA,	\$4.29	\$4.29	\$4.29	\$4.29	\$3.93

	Behavior Treatment		QBHP, LP/LLP, or BT					
97155	ABA Clinical Observation and Direction of Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97155-GT	ABA Clinical Observation and Direction of Adaptive Behavior Treatment, telepractice	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97156	ABA Family Behavior Treatment Guidance	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97156-GT	ABA Family Behavior Treatment Guidance, telepractice	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97157	ABA Multiple Family Behavior Treatment Guidance	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$12.00	\$8.50	\$12.00	\$12.00	
97158	ABA Adaptive Behavior Treatment Group	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$8.57	\$6.07	\$8.57	\$8.57	
0373T	ABA Exposure Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$30.00	\$30.00	\$30.00	\$30.00	\$27.50

MOTION CARRIED unanimously.

Expense Contract Renewals

MOVED by Raul Gonzales and SUPPORTED by Dave Pohl that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into the following contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewal: Homelife Inc

Renewal with Homelife Inc to purchased specialized residential services at a per diem rate of \$233.99 for the retroactive period of October 1, 2019 through September 30, 2020.

Expense Contract Renewal: IKUS Indian Trails

Renewal with IKUS Indian Trails to purchase respite services for the retroactive period of October 1, 2019 through September 30, 2020.

Rate Schedule:

Service	Code	Modifier	Rate**	Unit
Respite Care at Camp Overnight - Level 1*	T2036		\$155.00 per day	Per session
Respite Care at Camp Overnight - Level 2*	T2036		\$225.00 per day	Per session
Respite Care at Camp Overnight - Level 3*	T2036		\$310.00 per day	Per session
Respite	T1005		\$2.86 Cap of \$80.08 per day	15 min.
Respite	T1005	TT	\$2.86 Cap of \$80.08 per day	15 min.

*Levels can be paid at a higher rate based on the needs of the person, and should be requested and authorized in advance.

** Families may choose to utilize their respite authorization to pay a portion of camp costs. Payment from CMHA-CEI to IKUS will be the rate less any amount paid to IKUS by the family or scholarship funds.

Expense Contract Renewal: CLS and Respite Services – ASPPIRE
Renewal with ASPPIRE to purchase CLS and respite services for the retroactive period of October 1, 2019 through September 30, 2020.

Rate Schedule

Service	Code & Modifier	15 Min. Unit Rate**	15 min. Unit Holiday Rate**
*CLS/Respite Social Coaching Session	H2015 T1005 TT	\$4.34	
*CLS/Respite Specialized Social Coaching Session	H2015 T1005 TT	\$5.45	
CLS/Respite Level 1	H2015 T1005 TT	\$4.21	\$6.10
CLS/Respite Level 2	H2015 T1005 TT	\$4.74	\$6.93

**Recognized holidays: New Year's Day, Easter, Memorial Day, July 4, Labor Day, Thanksgiving, Christmas Day.

Rate varies depending on the session attended and the support needs of the individual served. ASPPIRE offers structured social coaching sessions for individuals provided at a non-standard rate.

A per diem code (H0043) and rate may be utilized that is calculated by the board approved hourly rate multiplied by the number of authorized hours per the individual's level of care and need.

MOTION CARRIED unanimously.

Expense Contract Renewals for Partial Inpatient Hospital Agreements: New Oakland Family Center

Stacia Chick presented the renewals for partial inpatient services. The only difference from previous contracts are the rates.

Kay Randolph-Back asked about the utilization with partial inpatient hospitalization. Sara said CEI is using partial inpatient minimally, but more frequently than previous years.

This is the only standalone facility that is only used for partial inpatient. Sara said the consumers are picked up and transported to the hospital daily, as well.

ACTION:

MOVED by Dave Pohl and **SUPPORTED** by Jim Rundborg that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to renew the contract with the provider below to purchase partial inpatient hospital services at the per diem rate indicated below, for the term of November 22, 2019 through September 30, 2020.

Hospital	CPT Code	Service	Rate
New Oakland Family Center	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	\$400.00

MOTION CARRIED unanimously.

Expense Contract Renewals

MOVED by Raul Gonzales and **SUPPORTED** by Kay Randolph-Back that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into the following contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewal: VSP 2020-2021 Plan Year

Renewal with VSP to purchase employee vision benefits from VSP for the period of January 1, 2020 to December 31, 2021 and pay fees per the rate schedule below.

VISION	VSP
SINGLE	4.74 /MO
DOUBLE (2 Persons)	9.46 /MO
FAMILY (More than 2 persons)	15.11 /MO

Expense Contract Renewal: Delta Dental 2020 Plan Year

Contract renewal with Delta Dental of Michigan to purchase employee dental benefits from Delta Dental of Michigan for the period of January 1, 2019 to December 31, 2019 and pay fees per the rate schedule below.

Service Fees	Rates per subscriber per month	Year one	Year Two	Year Three	Average over 3 years less 4% annual increase for Midwestern
Composite Administrative Fee	\$4.87	\$ 4.95	\$ 5.03	\$ 5.10	3%
Enrollee only	\$39.45	\$ 43.79	\$ 43.79	\$ 43.79	6%
Enrollee with one dependent	\$72.55	\$ 81.53	\$ 81.53	\$ 81.53	7%
Enrollee with two or more dependents	\$123.41	\$ 138.73	\$ 138.73	\$ 138.73	7%

MOTION CARRIED unanimously.

Old Business:

a. JP Morgan Chase Update

Stacia and Sara met with Sharyn Bennett and Josh Tudor from Chase in late October. Sharyn has been newly assigned to CEI as a risk assessor. Chase has toured and assessed all of CEI's properties at this point, and the feedback from visiting the sites was positive overall. Stacia said accounting has calculated the loan covenants internally to see how they compare to the calculations presented by Chase. These same covenants were waved by Chase in 2015, when CEI was still the PIHP. At this time, Chase will renew our property leases, but will not be lending any additional funds. Chase said if the agency would like to seek vehicle financing elsewhere, that can be discussed and would be a viable option for CEI. Chase denied extending any additional funds for the new JIMHO property.

Discussion ensued about the loan covenants. Stacia will bring feedback to December's Finance Committee when she discusses further with Chase. She shared that Chase is also taking the unfunded pension liability into consideration with the loan covenants. Stacia went on to say that historically, CEI's Board has not desired to have a robust fund balance, as that money is generally used for services, but if there is a minimum balance needed by Chase for the contract. At this time, Stacia is unclear what that minimum balance would be. Stacia said CEI's most significant debt is the \$10M bond with Ingham County. She said any new debt will affect the loan covenant ratios, meaning it may not be possible to get funding through another institution.

Dianne Holman entered the meeting at 5:49 p.m.

Kay asked about other CMHs in MSHN and if there were any other CMHs that were once PIHPs like CEI, and what were their experiences with banking? Stacia said she knows of one with several issues with financing. Sara said CEI does not want to start paying cash for things, because that effects cash flow, as was this other CMH's experience.

New Business:

a. Ingham County Millage

Yesterday, Sara attended the Ingham County Commission meeting. Funds for mental health will be added to the healthcare millage proposal, about \$950,000 more than current millage funds CEI is receiving. CEI submitted a proposal for

this money, and it will appear on the ballot in August. Sara said the commission was very supportive of mental health being a part of the healthcare millage.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 6:09 p.m. The next regularly scheduled Finance Committee meeting is December 11th, 2019, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

**Darby Vermeulen
Finance Secretary**