



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, March 13th, 2019

5:30 p.m.

812 E. Jolly Rd, Conference Room G11-C

Lansing, MI 48910

Committee Members Present:

Joe Brehler, David Pohl, Chris Swope, Kay Randolph-Back

Committee Members Absent:

Emily Stivers, Raul Gonzales

Staff Present:

Stacia Chick, Darby Vermeulen, Matt Wojack, Jennifer Stanley, Joanne Holland, Ericanne Spence, Karla Block, Sharon Blizzard, John Peiffer

Public Present:

None

Other Board Members Present:

Dianne Holman, Jim Rundborg

Call to Order:

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

Previous Meeting Minutes:

MOVED by Kay Randolph-Back and SUPPORTED by Chris Swope to approve the meeting minutes of February 13th, 2019, with the amendment of changing the language at the bottom of page 5 to read, "She went on to say she didn't feel right about paying in the future for the assessment for those with commercial insurance with general fund dollars, but raising the rent for those in Supportive Housing."

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Chris Swope and **SUPPORTED** by Dave Pohl to adopt the Amended agenda to add the Expense Contract Lease Renewal: 201 Railroad, St Johns presented by John Peiffer as action item #6.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None.

BUSINESS ITEMS:

Expense Contract Amendment: Peckham, Inc

John Peiffer again presented the contract with Peckham, asking for an extension of three months so he and HR can work on job descriptions, setting pay grades, etc. John and HR will be in communication with Peckham throughout the process in hopes to hire many employees directly from Peckham.

ACTION:

MOVED by Chris Swope 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 amend the existing contract for three additional months beginning April 1, 2019 and ending June 30, 2019. By purchasing janitorial services from Peckham, Inc. located at 3510 Capital City Blvd Lansing, MI 48906-2102 in Ingham County, their employees will provide janitorial cleaning services for Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) at both 812 East Jolly Road, and 1305 Jolly Road locations in Lansing Michigan, 48910. This is for the period of April 1, 2019 through June 30, 2019 at a rate of \$21,284.35 per month.

MOTION CARRIED unanimously.

Expense Contract Lease Renewal: 201 Railroad, St. Johns

John Peiffer presented a lease contract for the building at the Clinton County Counseling Center. This will extend the existing lease with a slight modification in square footage for three months.

ACTION:

MOVED by Kay Randolph-Back and **SUPPORTED** by Chris Swope that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to lease space at 201 Railroad, St Johns containing 7272 square feet, from Huntington Bank 5555 Cleveland Ave., GW1097, Columbus Ohio 43231 and pay the following lease rates for the next three years:

The rental rates for the period reflect a 2% increase per year per article (35) of the existing lease and those rates will be effective as follows:

Term	Monthly Rate	Annual Rate
4/1/19 – 3/31/20	\$5,955.83	\$71,470.00
4/1/20 – 3/31/21	\$6,074.92	\$72,899.00
4/1/21 – 3/31/22	\$6,200.00	\$74,400.00

MOTION CARRIED unanimously.

Revenue Contract Renewal Amendment: Ingham County Health Department

Matt Wojack presented a contract renewal with ICHD. An additional FTE will be added to the contract.

ACTION:

MOVED by Chris Swope and **SUPPORTED** by Jim Rundborg 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 renew a contract with the Ingham County Health Department and provide 7.0 FTE staff and .75 FTE clinical supervision to support the behavioral health program embedded within the eight Ingham County Health Department Clinics for the retroactive period of October 1, 2018 through September 30, 2019 and receive \$720,000 for those services.

MOTION CARRIED unanimously.

Expense Contract Amendment: Habilitation Supports Waiver - Environmental Modification Home Management Company, LLC

Karla Block brought back this contract for home modification. There was slight change in the modification, which increased the cost of the contract.

ACTION:

MOVED by Dave Pohl 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 amend the contract with Home Management Company, LLC at the total cost identified below for Environmental Modifications for the period of 1/1/19 to 9/30/19.

RATE SCHEDULE

Service	Code & Modifier	Rate	Unit
Environmental Modification (Habilitation Supports Waiver Service)	S5165 HK	\$26,155.18	Per Service

MOTION CARRIED unanimously.

Expense Contract Amendment: Applied Behavior Analysis (ABA) Services

Karla Block presented an expense fact sheet that covers all ABA providers. Additional codes were added and some rates were modified, and an amended version to include these changes was brought to the committee.

ACTION:

MOVED by Chris Swope and **SUPPORTED** by Jim Rundborg that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to amendment to current contracts with the following providers at the rates listed below, for the period of March 1, 2019 through September 30, 2019.

ABA Insight	6267 Webster Church Road, Dexter, Michigan 48130
ABA Pathways	P.O. Box 633 Lakeland, MI 48143
Autism Centers of Michigan	1363 Douglas Drive, Suite 104 Traverse City, Michigan 49696
Centria Healthcare	41521 W 11 Mile Road, Novi, Michigan 48375
Comprehensive Early Autism Services	306 N. Kensington Ave.

	La Grange Park, IL 60526
Gateway Pediatric Therapy, LLC	32100 Telegraph Road, Suite 185 Bingham Farms, MI 48025
Hope Network	3075 Orchard Vista Dr. SE, PO. Box 890, Grand Rapids, Michigan, 49518
Michigan State University – Early Learning Institute	325 West Grand River, East Lansing, Michigan 48842
Novel Responses	526 West Centre Avenue, Portage, Michigan, 49024
Residential Option, Inc.	2400 Science Parkway, 2nd floor Okemos, MI 48864
Total Spectrum	650 W. Grand Ave., Ste. 207 Elmhurst, IL 60126-1025

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 Behavior Treatment	per 15 minutes	BCBA, BCaBA, QBHP,	\$4.29	\$4.29	\$4.29	\$4.29	\$3.93

Finance Committee Meeting
March 13th, 2019

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

			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	
97156GT	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	\$18.57	\$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.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 5:40 p.m. The next regularly scheduled Finance Committee meeting is April 10th, 2019, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

**Darby Vermeulen
Finance Secretary**