



Community

MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, January 13th, 2021

5:30 p.m.

Zoom Meeting

Committee Members Present:

Joe Brehler - Lansing, Eaton County, MI

Kay Randolph-Back - Eaton Township, Eaton County, MI

Dianne Holman - East Lansing, Ingham County, MI

Raul Gonzales – East Lansing, Ingham County, MI

Emily Stivers - Meridian Township, Ingham County, MI

Dwight Washington – Ingham County, MI

Committee Members Absent:

None

Staff Present:

Darby Vermeulen, Stacia Chick, Sara Lurie, Ericanne Spence, Shana Badgley, Dr. Jennifer Stanley, Karla Block, Sharon Blizzard, John Peiffer, Joanne Holland

Public Present:

None

Other Board Members Present:

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 Raul Gonzales and SUPPORTED by Dwight Washington to approve the meeting minutes of December 9th, 2020.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

Adoption of Agenda:

MOVED by Dwight Washington and SUPPORTED by Dianne Holman to adopt the revised agenda of January 13th, 2021, adding 'Expense Contract Amendment: McBride Quality Care Services, Inc.', presented by Karla Block, 'COVID-19 Additional Compensation for Provider Workforce Members Delivering Community Living Supports and Personal Care in Congregate or Individual Residential Settings for CMHA-CEI Employees – Extended through 7/09/2021' presented by Stacia Chick and 'COVID-19 Additional Compensation for Provider Workforce Members Delivering Community Living Supports and Personal Care in Congregate or Individual Residential Settings for CMHA-CEI Providers – Extended through 7/09/2021', also presented by Stacia Chick.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

Public Comment on Agenda Items:

None.

BUSINESS ITEMS:

Amended Revenue Contract Renewal: 55th District Court

Shana Badgley presented a change in the administrative cost for this contract. The change in cost was greater than 5%, which is why it's returning to Finance Committee. Discussion ensued about the diversity of those attending Mental Health Court; Shana and Joe noted it has always been a very diverse group. Shana said this a great program which is why she continues bringing it back to the Finance Committee.

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Dwight Washington that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to approve the amended contract with the 55th District Court to provide the clinical team for the continuation of a Mental Health Court in Ingham County for the retroactive period of October 1, 2020 through September 30, 2021 and receive \$267,087.00

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

960 Onondaga Rd: Engineered Septic System Replacement

John Peiffer presented this item for a new septic system. The current system started to fail last Spring, and John has been working with ICHD on the project for a new system. This is a costly system to put in; John noted that CEI did put this project out for bid, and the lowest bid won the job. John said these systems typically have a life span of about 20 years.

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Dianne Holman that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to: enter into a one-time service contract for purchase of a new Engineered Septic System and Drain Field for the residential property at 960 Onondaga Road, Holt Michigan, in Ingham County, from G.A. Hunt Excavating, LLC. 1220 East Taft Road St Johns, MI, 48879, and for CMHA-CEI to pay G.A. Hunt \$35,382.43 for the goods and services associated with this service contract.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

Service Agreement: Johnson Controls for Camera Software, Servers, and Cameras

John Peiffer presented this item for security equipment services. This is an effort to combine three smaller service agreements. In total there are four servers and about 80 cameras within the system.

ACTION:

MOVED by Dianne Holman and SUPPORTED by Emily Stivers that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into an annual service agreement to purchase Security Equipment Services from Johnson Controls Security Solutions LLC., 2970 Walkent Dr. NW, Walker, Michigan 49544-1453. This service agreement covers January 1, 2021 through December 31, 2021, and includes

priority response to security system issues including all trouble shooting, maintenance and system component replacement of Camera software, Servers and Cameras. Cost of this annual service agreement: \$20,773.36 per year.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

Lease Renewal: 3962 Vanetter Rd, Williamston, Michigan 48895

John Peiffer presented this three-year lease renewal to the committee.

ACTION:

MOVED by Raul Gonzales and **SUPPORTED** by Dianne Holman 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 3962 Vanetter Rd, Williamston Michigan 48895 from Linda Hackle, as Trustee for the Charles R. Perkins Trust, residing at 4975 Van Atta Road, Okemos Michigan 48864 for the period of February 1, 2021 through January 31, 2024 and for CMHA CEI to pay as follows: Monthly Lease Rate \$2,493.83; Annual Lease Rate \$29,925.96.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

Revenue Contract Renewals:

MOVED by Emily Stivers and **SUPPORTED** by Dwight Washington 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:

Revenue Contract Renewal: Ingham County Health Department

This renewal is for a mental health therapist supervisor, a community mental health coordinator, and a behavioral health consultant.

Revenue Contract Renewal: Ingham County Health Department Collaborative

Services and Referral Agreement

This renewal is to renew the contract with the Ingham County Health Department services for the retroactive periods of October 1, 2019 through September 30, 2020, and October 1, 2020 through September 30, 2021, and to agree to automatically renew this Agreement annually. The amount of the agreement is \$720,000.

MOTION PASSED with 5 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Emily Stivers, Dianne Holman, Kay Randolph-Back

Raul Gonzales excused.

Expense Contract Renewal: Relias

Dwight asked how often this service is used? Sharon said all 1000+ employees use the system and have a curriculum to complete on an annual basis. During the pandemic, COVID training was also performed through Relias. Sharon went on to say Continuing Education Credits can also be earned through online programs via Relias.

ACTION:

MOVED by Dwight Washington and SUPPORTED by Dianne Holman that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to pay MSHN \$64,730.28 for Relias online training for the period of October 31, 2020 through November 1, 2021.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

Expense Contract Amendment: McBride Quality Care Services, Inc.

Karla Block presented this amendment to address a higher level of staffing need at a McBride home

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Dianne Holman that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a contract amendment with McBride Quality Care Services, Inc. to purchase specialized residential services, inclusive of Community Living Supports (H2016) and Personal Care (T1020), for the period of January 13, 2021 through September 30, 2021 and pay the rate below.

Provider	Facility	License Number	Service	Code	Rate	Unit
McBride Quality Care Services, Inc.	McBride Schavey AFC	AS19039649 5	Personal Care and Community Living Support	T1020 and H2016	\$193.76*	Per Diem

*The provider will receive approved COVID-19 Premium Pay amounts in addition to this rate.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

COVID-19 Additional Compensation Extension

MOVED by Kay Randolph-Back and SUPPORTED by Emily Stivers 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 COVID-19 additional compensation extensions based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

COVID-19 Additional Compensation for Provider Workforce Members Delivering Community Living Supports and Personal Care in Congregate or Individual Residential Settings for CMHA-CEI Employees – Extended through 7/09/2021

Dwight asked, “Why July 9?”. Stacia noted that the extension is through the 9th, because the MSHN meeting is 7/6.

COVID-19 Additional Compensation for Provider Workforce Members Delivering Community Living Supports and Personal Care in Congregate or Individual Residential Settings for CMHA-CEI Providers – Extended through 7/09/2021

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman, Kay Randolph-Back

Medicaid Revenue Update

Stacia Chick presented the most recent Medicaid revenue update. The report is through the first quarter of 2021. At this time, we are \$5.7M over our projected budget amount. Stacia does not believe this trend will continue throughout the rest of the year. This is generally what happens at the beginning of each fiscal year. There are unknowns this year, including the extension of the DCW wages. The Medicaid budget doesn't include these costs, so the Medicaid revenue will need to be increased to accommodate these costs.

Unfinished Business:

MOVED by Dianne Holman and SUPPORTED by Raul Gonzales to move into closed session to discuss COVID-19 Employee Payment.

A roll-call vote was taken on the motion to move into closed session.

Yes: Gonzales, Randolph-Back, Washington, Brehler, Stivers, Holman

MOTION CARRIED unanimously

The Finance Committee returned to open session at 7:09 p.m.

New Business:

None

Public Comment:

None

Adjournment:

The meeting was adjourned at 7:10 p.m. The next regularly scheduled Finance Committee meeting is February 10th, 2021 at 5:30 p.m., via Zoom.

Minutes Submitted by:

Finance Committee Meeting (dv)
January 13th, 2021

Darby Vermeulen
Finance Administrative Assistant