



Finance Committee Members:
Joe Brehler, Chairperson
Tim Hanna, Vice Chairperson
Ryan Sebolt
Dianne Holman
Paula Yensen

**FINANCE COMMITTEE
AGENDA
Wednesday, February 14th, 2024
5:30 p.m.
812 E. Jolly Rd, Atrium
Lansing, MI 48910**

Join Zoom Meeting
<https://zoom.us/j/98547470124>
Meeting ID: 985 4747 0124

***Action Items**

- 1. Call to Order**
- 2. Previous Meeting Minutes – January 10th, 2024**
- 3. Adoption of Agenda**
- 4. Public Comment on Agenda Items**

BUSINESS ITEMS:

- *5. New Expense Proposal: Families Forward ICC Post Renovation - 5303 S Cedar Building 2 – John Peiffer**
- *6. Expense Contract - Lease Renewal: 3962 Vanneter Road, Williamston, Michigan 48895 – John Peiffer**
- *7. Expense Contract Amendment: St. Francis Camp on the Lake – Marie Carrell**
- *8. Expense Contract Renewal: Camp Fish Tales – Marie Carrell**
- *9. Expense Contract Amendment: Residential Type A – Jennifer Burgess (Golden Hearts) – Shana Badgley**

If you need accommodations in order to fully participate in this meeting, please call 517-346-8238. If, however, you are deaf/hard of hearing or deaf/blind, please call Michigan Relay Center, TTY/Voice by dialing 711 or 844-578-6563 and ask them to forward your message to the above number. Requests must be made no later than 48 hours prior to the meeting. This meeting is open to all members of the public under Michigan's Open Meetings Act.

- *10. Revenue Contract Amendment: Network180 – NAVIGATE – Shana Badgley**
- 11. Maner Costerisan Preliminary Governance Letter – Sue Panetta**
- 12. Medicaid Report Update – Sue Panetta**
- 13. FY2023 Financial Update – Amy Rottman**
- 14. FY2024 Q1 Financial Update – Amy Rottman**
- 15. Unfinished Business**
- 16. New Business**
- 17. Public Comment**
- 16. Adjournment**



FINANCE COMMITTEE
Meeting Minutes
Wednesday, January 10th, 2024
5:30 p.m.
812 E. Jolly Rd, Atrium
Lansing, MI 48910

Join Zoom Meeting
<https://zoom.us/j/98547470124>
Meeting ID: 985 4747 0124

Committee Members Present:

Tim Hanna
Joe Brehler
Dwight Washington – Bath, MI

Committee Members Excused:

Ryan Sebolt

Staff Present

Darby Vermeulen, Sara Lurie, Karla Block, Jana Baylis, Gwenda Summers, Joanne Holland

Other Board Members Present:

Dianne Holman

Public Present:

None

Others Present

None

Call to Order:

The meeting was called to order by Chairperson Joe Brehler at 5:27 p.m.

Previous Meeting Minutes:

MOVED by Dianne Holman and SUPPORTED by Tim Hanna to approve the Finance Committee meeting minutes of December 11th, 2023.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Tim Hanna and SUPPORTED by Dianne Holman to adopt the agenda of January 10th, 2024 with the revision of removing the Medicaid Revenue Update from the agenda.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None

BUSINESS ITEMS:

Expense Contract Amendment: McLaren Health Care Corporation

Tim asked in what case would we need a hospital bed in Cheboygan? Sara said sometimes we are in situations where we have to take an available bed no matter where it is. There are also cases where we are financially responsible for someone even when they are placed out of our area. Joe noted that in the MSHN meetings it is often discussed that there is a lack of beds in Michigan.

ACTION:

MOVED by Tim Hanna and SUPPORTED by Dianne Holman that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to amend the contract with McLaren Health Care Corporation to add the McLaren Northern Michigan location to purchase hospital services at the rates indicated below for the period of January 1, 2024 through September 30, 2024.

Location	Address	CPT Code	Service	Rate
McLaren Northern Michigan	748 S Main St. Cheboygan, MI 49721	0100	Inpatient Care: Adult (All Inclusive)	\$1,017.00

MOTION CARRIED unanimously.

Expense Contract Renewals:

MOVED by Tim Hanna and SUPPORTED by Dianne Holman 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 expense contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewal: Therapeutic Respite Camps – YMCA Mystic Lake

CMHA-CEI will enter into a contract renewal with YMCA’s Mystic Lake Camp to purchase Therapeutic Overnight Camp at the rate below for the retroactive period of October 1, 2023 through September 30, 2024.

Service Description	Code	Potential Modifier(s)	Unit	Rate
Respite Care-Camp Overnight Waiver/Session	T2036	U7	Per session	Max \$1,400

*Max of 3 sessions per year

Expense Contract Renewal: Therapeutic Respite Camp – Eagle Village Inc.

Under this renewal, CMHA-CEI will purchase Therapeutic Overnight Camp at the rate below for the retroactive period of October 1, 2023 through September 30, 2024.

Service Description	Code	Potential Modifier(s)	Unit	Rate
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Respite Care- Camp Overnight Waiver/Session	T2036	U7	Per session	Max \$1,400
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*Max of 3 sessions per year

MOTION CARRIED unanimously.

Unfinished Business

a. CSU Funding Update

Sara provided a quick update on the CSU funding CEI is pursuing. There was a meeting with the State today to discuss how the bundled rate would be developed. Sara said the CSU needs to operate 24/7, and therefore needs a certain amount of staffing, supplies, etc., so there has been a lot of advocating to the State so that we don't have to continue to search for funding once the CSU has launched. We have asked the State if CEI could cost settle the first few years until the CSU is more known in the community and being used to its full potential. Joe said we faced a similar issue in the first year of CCBHC with the funding being up in the air.

Sara went on to say that in the CSU meeting, it was discussed that there could be someone going through withdrawal that couldn't go to the recovery center because it isn't a locked unit. The State said we would need to discuss this with the PIHP, which Sara knows is not an option with the amount of money MSHN is working with. The State has not talked to the PIHPs about this yet. Joe reiterated there has never been much money available for SUD. Sara said this was an opening discussion with the State and other CSU pilot sites. She noted Sue has been trying to take the estimated staffing costs and come up with a daily bundled rate for the whole operation.

Sara then said the next issue is trying to move McLaren along on the development plan, because once approval happens, there is a 46-day mandatory wait to receive the bond. We are waiting for approval from McLaren on the development plan. Sara said the SAMHSA start up staffing funding is the only portion of funding on a real timeline.

New Business

None

Public Comment:

None

The meeting was adjourned at 5:48 p.m. The next regularly scheduled Finance Committee meeting is Wednesday, February 14th, 2024 5:30pm, 812 E. Jolly Rd, Atrium.

Minutes Submitted by:

Darby Vermeulen

Finance Administrative Assistant



Agenda Item: Finance Committee
Agenda Item #F-5

Month, Year: February, 2024

Major Program: General Administration

Component Program: Property and Facilities

Agenda Item Title: New Expense Proposal: Families Forward ICC Post Renovation -
5303 S Cedar Building 2

SUMMARY OF CONTRACT/PROPOSAL:

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) is seeking approval to purchase new office furniture for the Families Forward Offices located at 5303 South Cedar in Building 2.

The purchase includes Haworth Systems Furniture to furnish 29 offices and one conference room. The furniture will be purchased from DBI 912 E Michigan Ave, Lansing, MI 48912 off the State of Michigan MIDEal purchasing plan. The total cost of the furniture is \$69,880.66.

The expense of this purchase is reflected in CMHA-CEI's FY 2024 Fixed Asset budget. The expense for this purchase will not affect CMHA-CEI's fund balance.

STAFF RECOMMENDATION:

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to purchase Haworth Systems Furniture to furnish 29 offices and one conference room. The furniture will be purchased from DBI 912 E Michigan Ave, Lansing, MI 48912 off the State of Michigan MIDEal purchasing plan at a price of \$69,880.66.



Agenda Item: Finance Committee
Agenda Item #F-6

Month, Year: February, 2024

Major Program: Clinical Services for the Developmentally Disabled

Component Program: Residential

Agenda Item Title: Expense Contract - Lease Renewal: 3962 Vanneter Road,
Williamston, Michigan 48895

SUMMARY OF CONTRACT/PROPOSAL:

Under this lease renewal contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties, (CMHA-CEI) will lease 2,291 square feet of non-ambulatory residential space and 690 square feet of garage space commonly known as 3962 Vanneter Road Williamston, Michigan, 48895 from Linda Hackle, as Trustee for the Charles R, Perkins Trust, for the period of: February 1, 2024 through January 31, 2027 and pay as follows:

3.1 - A. For the period beginning February 1, 2024 and ending Jan. 31. 2025; CMHA-CEI shall pay to the lessor for the premises, the sum of Twenty-Nine Thousand Nine Hundred Twenty-Five and 96/100 Dollars (\$29,925.96) --per annum and payable in installments of Two Thousand Four Hundred Ninety-Three and 83/100 Dollars (\$2,493.83) --per month. Installment, payments shall be made during the month for which the installment is applicable.

B. For the period beginning February 1, 2025 and ending January 31, 2027; CMHA-CEI shall pay to the Lessor for the premises, the sum of Thirty Thousand Eight Hundred Twenty-Eight and 00/100 Dollars (\$30,828.00) --per annum and payable in installments of Two Thousand Five Hundred Sixty-Nine and 00/100 Dollars (\$2,569.00) --per month. Installment, payments shall be made during the month for which the installment is applicable.

Each monthly installment payment listed above includes the amount of \$120.00 for insurance escrow and \$536.00 for real estate tax escrow. This lease is for a term of 36 months with a 3% annual rent increase that begins year two of the extended lease as noted above. The lease also has an option to terminate providing 12 months advance

written notice. The expense of this lease is reflected in CMHA-CEI's FY 2024 budget. The lease contract will not affect CMHA-CEI's fund balance.

STAFF RECOMMENDATION:

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) renew the existing expense lease contract for 2291 square feet of non-ambulatory residential space and 690 square feet of garage space commonly known as 3962 Vanneter Road Williamston Michigan, 48895 from Linda Hackle, as Trustee for the Charles R, Perkins Trust, for the period of: February 1, 2024 through January 31, 2027 and pay as follows:

For the period beginning February 1, 2024 and ending Jan. 31. 2025; CMHA-CEI shall pay to the Lessor for the premises, the sum of Twenty-Nine Thousand Nine Hundred Twenty-Five and 96/100 Dollars (\$29,925.96) –per annum and payable in installments of Two Thousand Four Hundred Ninety-Three and 83/100 Dollars (\$2,493.83) --per month. Installment, payments shall be made during the month for which the installment is applicable.

For the period beginning February 1, 2025 and ending January 31, 2027; CMHA-CEI shall pay to the Lessor for the premises, the sum of Thirty Thousand Eight Hundred Twenty-Eight and 00/100 Dollars (\$30,828.00) –per annum and payable in installments of Two Thousand Five Hundred Sixty-Nine and 00/100 Dollars (\$2,569.00) --per month. Installment, payments shall be made during the month for which the installment is applicable.



Agenda Item: Finance Committee
Agenda Item #F-7

Month, Year: February, 2024

Major Program: Community Services for the Developmentally Disabled (CSDD)

Component Program: Life Consultation, Families Forward

Agenda Item Title: Expense Contract Amendment: St. Francis Camp on the Lake

SUMMARY OF CONTRACT/PROPOSAL:

Under these contract amendment, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Respite Services from St. Frances Camp by the Lake, for the rates identified below. This contract is for the retroactive period of October 1, 2023 through September 30, 2024.

The revenue and expenses of this contract are reflected in CMHA-CEI's FY 2024 budget. The revenue sources that support this contract are from Medicaid. The expenses of this contract are reflected in the Contract Services line items of the CSDD Children's Alternative Services and Alternative Supports budgets. These contracts do cover the administrative costs incurred with the operation of this program. These contracts will not affect CMHA-CEI's fund balance.

DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:

Respite services provide relief to the non-paid caregivers. Respite Care may be purchased within a camp setting through this contract. Families and consumers may choose their provider from those agencies meeting the qualifications of CMHA-CEI's provider panel, and fees are deducted from their annual respite authorization. Final contract is dependent upon verification of licensure in contract credentialing process. Respite services are to provide short-term, intermittent support and relief to the primary caregiver to assist in maintaining the goal for the individual to live in their family home.

STAFF RECOMMENDATION:

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 renewal contracts to purchase Respite Services from St. Francis Camp by the Lake for the rates identified below. This contract is for the retroactive period of October 1, 2023 through September 30, 2024.

Service Description	Modifier	Unit	Rate
H0045 Respite care services in out-of-home setting Residential Camp for Staff Supervision of 3:1	UN – 2 consumers served UP – 3 consumers served	Per Diem	\$700.00 Per Session \$116.67 Per Day
H0045 Respite care services in out-of-home setting Residential Camp for Staff supervision of 1:1	N/A	Per Diem	\$950.00 Per Session \$158.33 Per Day
H0045 Respite care services in out-of-home setting Day Camp for Staff Supervision of 3:1	UN – 2 consumers served UP – 3 consumers served	Per Diem	\$350.00 per Session
H0045 Respite care services in out-of-home setting Day Camp for Staff Supervision of 1:1	N/A	Per Diem	\$575.00 per Session

**Rates are 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 the camp will be the rate less any amount paid to the camp by the family or scholarship funds.



Community
MENTAL HEALTH
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Agenda Item: Finance Committee
Agenda Item #F-8

Month, Year: February, 2024

Major Program: Community Services for the Developmentally Disabled (CSDD)

Component Program: Life Consultation

Agenda Item Title: Expense Contract Renewal: Camp Fish Tales

SUMMARY OF CONTRACT/PROPOSAL:

Under these renewal contracts, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Respite Services from Camp Fish Tales, for the rates identified below. This contract is for the retroactive period of October 1, 2023 through September 30, 2024.

The revenue and expenses of this contract are reflected in CMHA-CEI's FY 2024 budget. The revenue sources that support this contract are from Medicaid. The expenses of this contract are reflected in the Contract Services line items of the CSDD Children's Alternative Services budget, and Alternative Supports budget. These contracts do cover the administrative costs incurred with the operation of this program. These contracts will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/
PROPOSAL:**

Respite services provide relief to the non-paid caregivers. Respite Care may be purchased within a camp setting through this contract. Families and consumers may choose their provider from those agencies meeting the qualifications of CMHA-CEI's provider panel, and fees are deducted from their annual respite authorization. Final contract is dependent upon verification of licensure in contract credentialing process. Respite services are to provide short-term, intermittent support and relief to the primary caregiver to assist in maintaining the goal for the individual to live in their family home.

STAFF RECOMMENDATION:

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 renewal contracts to purchase Respite Services from Camp Fish Tales for the rates identified below. This contract is for the retroactive period of October 1, 2023 through September 30, 2024.

Camp Fish Tales - 2177 E. Erikson Rd., Pinconning, MI, 48650			
Service Description	Modifier	Unit	Rate
H0045 Respite care services in out-of-home setting Level 1 Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$250.00 Per Session \$88.33 Per Day
H0045 Respite care services in out-of-home setting Level 1 Adult Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$250.00 Per Session \$83.33 Per Day
H0045 Respite care services in out-of-home setting Level 1 Week Long Camp	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$762.00 Per Session \$127.00 Per Day

H0045 Respite care services in out-of-home setting Level 2 Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$350.00 Per Session \$116.67 Per Day
H0045 Respite care services in out-of-home setting Level 2 Adult Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$350.00 Per Session \$116.67 Per Day
H0045 Respite care services in out-of-home setting Level 2 Week Long Camp	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$1,116.00 Per Session \$186.00 Per Day
H0045 Respite care services in out-of-home setting Level 3 Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$450.00 Per Session \$150.00 Per Day
H0045 Respite care services in out-of-home setting Level 3 Adult Weekend	UN – 2 consumers served UP – 3 consumers served	Per Diem	\$450.00 Per Session \$150.00 Per Day

	UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served		
H0045 Respite care services in out-of-home setting Level 3 Week Long Camp	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$1,524.00 Per Session \$254.00 Per Day

**Rates are 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 the camp will be the rate less any amount paid to the camp by the family or scholarship funds.



Agenda Item: Finance Committee
Agenda Item #F-9

Month, Year: February, 2024

Major Program: Adult Mental Health Services

Component Program: Residential

Agenda Item Title: Expense Contract Amendment: Residential Type A – Jennifer Burgess (Golden Hearts)

SUMMARY OF CONTRACT/PROPOSAL:

Under this contract amendment, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties will purchase 1:1 enhanced staffing services for one individual, in addition to the existing specialized residential services, inclusive of Community Living Supports (H2016) and Personal Care (T1020), from Jennifer Burgess for the period of January 15, 2024 through September 30, 2024.

The expenses of this contract amendment are reflected in CMHA-CEI's FY 2024 budget. The revenue source that supports this contract is a MDHHS individual housing grant. The expenses of the contract are reflected in the contract residential line items of the AMHS residential budget. The contract will not have an impact on CMHA-CEI's fund balance.

SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:

Services provided under this contract include a range of residential care, Personal Care (T1020) and Community Living Supports (H2016), for MI and DD Adults.

Personal Care Services include assisting the beneficiary to perform the following:

Assistance with food preparation, clothing and laundry, and housekeeping beyond the level required by facility licensure, (e.g., a beneficiary requires special dietary needs such as pureed food), eating/feeding, toileting, bathing, grooming, dressing, transferring (between bed, chair, wheelchair, and/or stretcher), ambulation, and assistance with self-administered medications.

CLS may be provided in a licensed specialized residential setting as a complement to,

and in conjunction with, state plan coverage Personal Care in Specialized Residential Settings. Community Living Supports are used to increase or maintain personal self-sufficiency, facilitating an individual’s achievement of his goals of community inclusion and participation, independence or productivity.

STAFF RECOMMENDATION:

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into a contract amendment with Jennifer Burgess to purchase 1:1 enhanced staffing services for one individual, in addition to the existing specialized residential services, inclusive of Community Living Supports (H2016) and Personal Care (T1020), at Golden Hearts, for the period of January 15, 2024 through September 30, 2024.

Fee Schedule				
Service Level	Service Description	Billing Code	Unit	Rate
Enhanced Staffing	Community Living Supports in Licensed Specialized Residential Setting	H2016	Per Hour (Added to H2016 Per Diem Rate)	\$26.00



Agenda Item: Finance Committee
Agenda Item #F-10

Month, Year: February, 2023

Major Program: Adult Mental Health Services

Component Program: NAVIGATE

Agenda Item Title: Revenue Contract Amendment: Network180 - NAVIGATE

SUMMARY OF CONTRACT/PROPOSAL:

Under this revenue contract amendment, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will receive additional funding, to reflect increased staffing hours, from Kent County CMHA dba Network180, through the Mental Health Block Grant 10% Set Aside-First Episode Psychosis grant to provide services to individuals enrolled in the NAVIGATE Program. The grant will provide \$610,108 in total funding for the time period of October 1, 2023 to September 30, 2024. With that funding, CMHA-CEI will continue to employ/contract with a Mental Health team consisting of the following:

Employ:

- 1.0 FTE Mental Health Therapist
- 0.5 FTE Mental Health Therapist
- 0.75 FTE Mental Health Therapist
- 1.0 FTE Client Services Specialist
- 0.085 Registered Nurse
- 0.5 FTE Peer Support Specialist
- 0.5 FTE Peer Support Specialist
- 1.0 FTE Coordinator
- 0.15 Staff Psychiatrist

Contract:

- One (1) Psychiatrist
- One (1) Consultant through 12/31/2023

The revenue and expense of this contract are reflected in CMHA-CEI's FY2024 budget. This program will be funded primarily by NAVIGATE grant funds. The revenue sources that support this contract are the NAVIGATE grant, Medicaid, state general fund, and block grant funds. Revenue may also be provided by commercial insurance, Medicare, or local sources. The expenses of this contract are reflected in the NAVIGATE grant budget. This contract does cover the administrative costs incurred with the operation of this program. This contract will not affect CMHA-CEI's fund balance.

DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/

PROPOSAL:

Approximately 100,000 adolescents and young adults in the United States experience First Episode Psychosis (FEP) each year with a peak onset occurring between 15-25 years of age, psychotic disorders such as schizophrenia can derail a young person's social, academic, and vocational development and initiate a trajectory of accumulating disability. Youth who are experiencing FEP are often frightened and confused, and struggle to understand what is happening to them. They also present unique challenges to family members and clinical providers, including irrational behavior, aggression against self or others, difficulties communicating and relating, and conflicts with authority figures. Impaired awareness of illness may be an additional complicating factor. Despite these complexities, early intervention with evidence-based therapies offers real hope for clinical and functional recovery.

An abundance of data accumulated over the past two decades supports the value of early intervention following the first episode of psychosis. Coordinated Specialty Care (CSC) is a team-based, multi-element approach to treating FEP. CSC is intended primarily for youth, adolescents, and young adults ages 15-25. Early intervention programs are designed to bridge existing services for these groups and eliminate gaps between child, adolescent, and adult mental health programs. At its core, CSC is a collaborative, recovery-oriented approach involving clients, treatment team members, and, when appropriate, relatives as active participants. CSC emphasizes shared decision making as a means for addressing the unique needs, preferences, and recovery goals of individuals with FEP. Collaborative treatment planning in CSC is a respectful and effective means for establishing a positive therapeutic alliance and maintaining engagement with clients and their family members over time. CSC services are also highly coordinated with primary medical care, with a focus on optimizing a client's overall mental and physical health.

All Services follow the Early Intervention Treatment Model and may include:

Access to clinical providers with specialized training in FEP care

Case management

Psychotherapy

Family education and support

Supportive employment and education

Pharmacotherapy and coordination with primary healthcare

Peer Services

Mobile outreach and crisis intervention

STAFF RECOMMENDATION:

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into a contract amendment with Kent County CMHA dba Network180 to receive additional Mental Health Block Grant 10% Set Aside-First Episode Psychosis grant funds in the new total amount of \$610,108 to provide services to individuals enrolled in the NAVIGATE Program for the period of October 1, 2023 to September 30, 2024.



2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912

☎ 517.323.7500

🖨 517.323.6346

January 4, 2024

To the Board of Public Health
Community Mental Health Authority of
Clinton Eaton & Ingham Counties
Lansing, Michigan

We are engaged to audit the financial statements of the business-type activities, the major fund, and the aggregate remaining fund information of the Community Mental Health Authority of Clinton Eaton & Ingham Counties for the year ended September 30, 2023. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards, *Government Auditing Standards*, and the Uniform Guidance

As stated in our engagement letter dated August 25, 2023, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider the Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about the Authority's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the Authority's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the Authority's compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to management's discussion and analysis, the budgetary comparison schedule, schedule of changes in employer's net pension liability and related ratios, and schedule of employer contributions, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We plan to begin our audit in December 2023, and issue our report on or before February 29, 2024. William I. Tucker IV, CPA, is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Board of Public Health and management of the Community Mental Health Authority of Clinton Eaton & Ingham Counties and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Maney Costeiran PC