



# Community

MENTAL HEALTH

CLINTON • EATON • INGHAM

## BOARD OF DIRECTORS

### MEETING MINUTES

Thursday, October 20, 2016, 6:00 p.m.

Community Mental Health Authority

812 E. Jolly Road, Board Room

Lansing, MI 48910

#### Staff Present:

Shana Badgley, Jana Baylis, Sharon Blizzard, Stacia Chick, Mary Clissold, Chuck Dougherty, Aleshia Echols, Sara Lurie, Chris McDaniel, John Peiffer, Ericanne Spence, Jennifer Stanley, Gwenda Summers

#### Public Present:

Elizabeth Pratt, NAMI

#### Excused (advance notification provided)

Stephen Manchester

Maxine Thome

#### Call to Order:

The meeting was called to order at 6:03 p.m. by Co-Chairperson, Kay Pray

#### Roll Call:

Joe Brehler, Raul Gonzales, Dianne Holman, Carol Koenig, Paul Palmer, Kay Pray, Kay Randolph-Back, Jim Rundborg, Chris Swope, Kam Washburn

Carol Koenig, Chair of the Board arrived and assumed the Board Chair responsibilities.

#### Approval of Meeting Minutes:

MOVED by Raul Gonzales and SUPPORTED by Paul Palmer to approve meeting minutes of September 22, 2016

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Kay Pray and SUPPORTED by Raul Gonzales to adopt the meeting agenda of October 20, 2016.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None.

Mid-State Health Network Update:

Kay Pray reported that Mid-State Health Network did not meet the first Tuesday of November.

Joe Brehler added that he, Sara Lurie and Ericanne Spence met with the SUD providers earlier today regarding the conversion to FFS as well as voiced concerns regarding this change. Many expressed that they have loss staff since the announcement by MSHN. Another area of discussion was the surplus of PA2 money.

CEO Report

Sara Lurie, Chief Executive Officer introduced Shana Badgley as the new Director of Adult Mental Health Services for CMHA-CEI.

Shana was previously the Coordinator of the Mason Rural Outreach Program and brings to the Director position over 18 years of experience working within our organization at Bridges Crisis Unit, Eaton County Counseling Center, Community Care Clinic, Team 1 Case Management, and Mason Rural Outreach Program. She is a recognized leader in the state in the implementation of the evidence-based Dialectical Behavior Therapy treatment model; has a strong working knowledge of the field of adult mental health services; proven administrative and supervisory skills; the ability to work, cooperatively, with internal and external stakeholders; a commitment to hard work and initiative; and a dedication to the mission of this organization.

Human Resources Department

Latasha McWright and Morgan McKittrick, HR Specialist II provided an overview of HR Hiring and highlighted the following:

- HR Roles and Responsibilities,

- Posted Positions Statistics,
- New Hires Statistics,
- Transfers/Promotions – CMHA-CEI offers the student loan forgiveness program, however no tuition reimbursement,
- Hard to fill positions,
- Recruitment Efforts – Recruiting Websites, Nationwide searches, LARA, MSU,
- Veterans Networking Club/Career Fair -November 22, 2016,
- Promotion of Diversity.

**ACTION:** Joe Brehler inquired as to how many of the 900 positions reported were actually new positions excluding backfilling, internal transfers? Ms. McWright will research and have the information reported back to the Board.

#### CCBHC Update

Sara Lurie reported that there was a conference call with Missouri late yesterday and she has not yet received an update regarding the outcome of those discussions. It is possible that all 14 remaining sites will be written into the grant.

**ACTION:** Sara Lurie will update the Board via email.

#### Section 298 Affinity Groups

Sara Lurie announced that due to the short notice CMHA-CEI was not able to schedule an Affinity Group. However, NAMI sent out information and we arranged to send some of our folks. CMHA-CEI also conducted an in-house survey via a Survey monkey link and Charter House facilitated groups and provided alternative options for people to participate.

#### Network 180

Sara Lurie explained the concept of the Network 180 program.

**ACTION:** More to come.

#### BUSINESS ITEMS:

##### Program and Planning

##### New Expense Contract: Lansing Institute of Behavioral Medicine

##### ACTION:

**MOVED** by Raul Gonzales and **SUPPORTED** by Jim Rundborg that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into a new contract with Lansing

Institute of Behavioral Medicine to purchase nurse practitioner and collaborating physician services for the period of October 17, 2016 through September 30, 2017 and pay \$110/hour for those services.

**MOTION CARRIED unanimously.**

**New Expense Contract: Michigan State University**

**MOVED** by Raul Gonzales and **SUPPORT** by Paul Palmer that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into a new contract with Michigan State University to purchase psychiatric services for the period of October 24, 2016 through September 30, 2017 and pay \$166/hour for those services.

**MOTION CARRIED unanimously.**

**Finance Committee**

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Dianne Holman that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize the following new expense contract lease renewals, amendments, and revenue contract renewals (1, 2, 4, 5, 8, and 9.)

**Expense Contract: Lease Renewal - 12450 Greenfield Road, Lansing**

- **CMHA-CEI to lease the property at 12450 Greenfield Road in Delta Township, Eaton County, Lansing, Michigan 48917 from Lyle M. and Ellen D. Hotchkiss residing at 2390 Sashabaw Road, Ortonville, Michigan 48462 for the period of October 1, 2016 through September 30, 2021 and pay as follows:**

**CMHA-CEI shall pay to the Lessor for the premises during the period of October 1, 2016 through September 30, 2019, the sum of Twenty-Eight Thousand Two Hundred Twenty-Four dollars (\$28,224.00) --per annum and payable in installments of Two Thousand Three Hundred Fifty-Two dollars (\$2352.00) --per month. Installment, payments shall be made during the month for which the installment is applicable. Each monthly installment payment includes the amount of \$71 for insurance escrow and \$540 for real estate tax escrow and \$1741.00 base rent.**

**CMHA-CEI shall pay to the Lessor for the premises during the period of October 1, 2019 through September 30, 2021, the sum of Twenty-Eight Thousand Seven Hundred Eighty-Eight dollars (\$28,788.00) --per annum and**

payable in installments of Two Thousand Three Hundred Ninety-Nine dollars (\$2399.00) --per month. Installment, payments shall be made during the month for which the installment is applicable. Each monthly installment payment includes the amount of \$71 for insurance escrow and \$540 for real estate tax escrow and \$1788.00 base rent.

**Expense Contract: Lease Renewal - 810 Saginaw, Lansing**

- CMHA-CEI to renew the lease for the property at 810 Saginaw, Ingham County, Lansing, Michigan 48910 from Nelson and Judy Gilroy P.O. Box 27067 Lansing, Michigan 48909; for the period of November 1, 2016 through October 31, 2019 and pay as follows:

CMHA-CEI shall pay to the Lessor for the premises during the lease period:

Total Rent for the term will be Ninety-Nine Thousand Three Hundred Seventy-Two and 00/100 Dollars (\$99,372.00), payable as follows:

Year 1: 11/1/16 to 10/31/17; Thirty-Two Thousand Four Hundred Eighty-Four Dollars (\$32,484.00) per annum and payable in installments of Two Thousand Seven Hundred Seven Dollars and 00/100 Dollars (\$2707.00) per month.

Year 2: 11/1/17 to 10/31/18; Thirty-Three Thousand One Hundred Twenty Dollars (\$33,120.00) per annum and payable in installments of Two Thousand Seven Hundred Sixty Dollars and 00/100 Dollars (\$2760.00) per month.

Year 3: 11/1/18 to 10/31/19; Thirty-Three Thousand Seven Hundred Eighty Dollars (\$33,780.00) per annum and payable in installments of Two Thousand Eight Hundred Fifteen Dollars and 00/100 Dollars (\$2815.00) per month.

Installment, payments shall be made during the month for which the installment is applicable.

**Expense Contract Renewals: Community Living Supports and Respite Services**

- CMHA-CEI to enter into contract renewals to purchase Community Living Supports (CLS), Respite Services and other services as indicated in the Person Centered Plan, for the periods listed below from the following agencies, and at the rates listed below:

Agency Name	Address	Service	Start Date	Expire Date
ABC Home Care Services, LLC - Quality Nursing Services	P.O. Box 27313 Lansing, MI 48909	Children's Waivers /Hab. Waiver /B3 (CLS*/Respite)	10/1/16	09/30/17
Alternative Community Living Inc. - Hope Network New Passages	70 Lafayette Pontiac, MI 48342	Children's Waivers /Hab. Waiver /B3 (CLS*/Respite)	10/1/16	09/30/17
Alternative Services Inc.	32625 W 7 Mile Rd Ste 10 Livonia, MI 48125	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Arcadia Health Services of Michigan	20750 Civic Center Dr., Suite 100 Southfield, MI 48076	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Bonnie DePue - CHUM Therapeutic Riding, Inc.	2180 E Dexter Trail Dansville, MI 48819	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Community Linx	P.O. Box 242 Grand Ledge, MI 48837	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Cypress Home Care	808 W. Lake Lansing Rd. East Lansing, MI 48823	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Give Incorporated	3315 S. Pennsylvania Ave. Lansing, MI 48910	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Giving Tree Farm	15413 Turner Rd Lansing, MI 48906	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Health Staffers of Michigan	731 Louisa St. Lansing, MI 48911	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Heart Home Care, LLC	5025 W. Saginaw Hwy. Ste. 7 Lansing, MI 48917	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	10/1/16	09/30/17
Homecare Alternatives Inc.	5700 Executive Dr. Lansing, MI 48911	Children's Waivers /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
Horizon Behavioral Solutions, LLC	P.O. Box 796 Okemos, MI 48805	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17
M and Y Care LLC	7125 Orchard Lake Rd West Bloomfield, MI 48332	Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)	1/1/17	09/30/17

<b>Maxim Healthcare Services Inc.</b>	<b>4341 S. Westnedge Ave. Ste 1201 Kalamazoo, MI 49008</b>	<b>Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)</b>	<b>1/1/17</b>	<b>09/30/17</b>
<b>Residential Options Inc.</b>	<b>2121 E Grand River Lansing, MI 48912</b>	<b>Children's Waiver /Hab. Waiver /B3 (CLS*/Respite)</b>	<b>1/1/17</b>	<b>09/30/17</b>
<b>Royal Care Link</b>	<b>4700 Hagadorn, Suite 107A East Lansing, MI 48823</b>	<b>Children's Waivers /Hab. Waiver /B3 (CLS*/Respite)</b>	<b>10/1/16</b>	<b>09/30/17</b>
<b>The Inspirational Center LLC</b>	<b>1805 East Shore Drive A1 East Lansing, MI 48823</b>	<b>Children's Waivers /Hab. Waiver /B3 (CLS*/Respite)</b>	<b>1/1/17</b>	<b>09/30/17</b>
<b>Ultimate Healthlink Inc.</b>	<b>720 N. Sycamore St. Lansing, MI 48906</b>	<b>Children's Waivers /Hab. Waiver /B3 (CLS*/Respite)</b>	<b>1/1/17</b>	<b>09/30/17</b>

\*Community Living Support (CLS)

Name of Service	Code	15 Minutes	Hourly Rate
CLS -Adult	H2015	\$3.72	\$14.88
CLS -Adult -Holiday **	H2015	\$5.56	\$22.24
CLS- Adult High Need	H2015	\$4.23	\$16.92
CLS- Adult High Need-Holiday **	H2015	\$6.36	\$25.44
CLS -Children/ Children's Waiver	H2015	\$4.23	\$16.92
CLS- Children's Waiver - Holiday **	H2015	\$6.36	\$25.44
CLS-Adult Sleeper	H2015	\$2.59	\$10.36
Only	97124	\$16.15	\$64.60
(OT/Massage)	97112	\$20.24	\$80.96
Nursing LPN	T1000 (TE)	\$7.07	\$28.28
Nursing LPN -Holiday **	T1000 (TE)	\$10.60	\$42.40
Nursing LPN- Respite	T1005 (TE)	\$7.07	\$28.28
Nursing LPN- Respite Holiday **	T1005 (TE)	\$10.60	\$42.40
Nursing RN	T1000 (TD)	\$8.31	\$33.24
Nursing RN-Holiday **	T1000 (TD)	\$12.47	\$49.88
Nursing RN-Respite	T1005(TD)	\$8.31	\$33.24
Nursing RN-Respite Holiday **	T1005(TD)	\$12.48	\$49.92
Therapeutic Activities Exercise (CHUM/Massage Therapy)	97530	\$21.10	\$84.40
Therapeutic Exercises (CHUM/Massage Therapy)	97110	\$19.59	\$78.36
Respite -Children's Waiver	T1005	\$4.17	\$16.68
Respite -Children's Waiver Sleeper	T1005	\$2.55	\$10.20
<b>Per Session Services</b>	<b>Code</b>	<b>Rate</b>	<b>Per Session</b>
Art Therapy - Children's Waiver Only	G1076	66.54	Per Session
Family Training	S5111	\$65.52	Per Session (45 min.); Up to 12 Sessions per 90 Day period; Cannot
Insight Oriented Therapy	90834	\$65.98	Per Session (38-52 min.)
Music Therapy-Children's Waiver Only	G1076	\$68.78	Per Session
Non Family Training-Children's Waiver Only	S5116	\$64.19	Per Session; Up to 4 Sessions per Calendar Month; Cannot exceed 1 per day
OT Evaluation	97003	\$46.76	Per Session
Recreational Therapy - Children's Waiver Only	G1076	\$66.54	Per Session
Treatment Planning	H0032	\$65.98	Per Session

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

\*Includes transportation cost associated with transporting consumers to/from appointments, outings, etc.

Rate varies depending on the support needs of the individual served.

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.



**Expense Contract Renewal: Forster Woods Adult Day Care**

- CMHA-CEI to enter into a contract renewal with Forster Woods Adult Day Care to purchase Community Living Supports and Respite Services for the period of October 1, 2016 through September 30, 2017 and pay per the rate schedule below.

**Rate Schedules**

<b>Service</b>	<b>Code &amp; Modifier</b>	<b>15 Min. Unit Rate</b>	<b>Hourly Rate</b>
<b>CLS/Respite</b>	<b>H2015 T1005 TT</b>	<b>\$2.35</b>	<b>\$9.40</b>
<b>Respite/CLS -Adult</b>	<b>H2015 T1005 TT</b>	<b>\$3.72</b>	<b>\$14.88*</b>
<b>Respite/CLS -Adult – Holiday</b>	<b>H2015 T1005 TT</b>	<b>\$5.56</b>	<b>\$22.24*</b>
<b>Respite/CLS- Adult High Need</b>	<b>H2015 T1005 TT</b>	<b>\$4.23</b>	<b>\$16.92*</b>
<b>Respite/CLS- Adult High Need-Holiday</b>	<b>H2015 T1005 TT</b>	<b>\$6.36</b>	<b>\$25.44*</b>

\*Amended rate is due to state requirements that no longer allow a per diem service for CLS outside of the home. Provider offers a discounted rate for individuals that attend the program for a full day. This rate has been amended from a per diem discounted rate to a lower 15 minute unit rate. \*\*Traditional rate is dependent on the support needs of the individual served.

**Revenue Contract Renewal: 55th District Court**

- CMHA-CEI to enter into a contract with the 55th District Court to provide the clinical team for the creation of a Mental Health Court in Ingham County for the period of October 1, 2016 through September 30, 2017 and receive \$261,527.

**Revenue Contract Renewal: Enroll Michigan (EM)**

- CMHA-CEI to enter into a contract renewal with Enroll Michigan to provide enrollment and eligibility assistance to Enroll Michigan for the period of

September 2, 2016 through September 1, 2017 and receive \$25,000 for those services.

**MOTION CARRIED unanimously.**

**New Expense Contract: AT&T**

**MOVED** by Joe Brehler and **SUPPORTED** by Jim Rundborg that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into a new contract with AT&T to upgrade voice lines for the period of November 1, 2016 to October 31, 2019, for a total amount of approximately \$194,338.80.

**MOTION CARRIED unanimously.**

**Expense Contract Amendment: JWR Health Services**

**MOVED** by Joe Brehler and **SUPPORTED** by Chris Swope that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to amend the contract with JWR Health Services to purchase Community Living Supports and Respite Services for the period of October 1, 2016 through September 30, 2017 and pay per the rate schedule below.

**Rate Schedules**

<b>Service</b>	<b>Code &amp; Modifier</b>	<b>15 Min. Unit Rate</b>	<b>Hourly Rate</b>
<b>*CLS/Respite</b>	<b>H2015 T1005 TT</b>	<b>\$3.75</b>	<b>\$15.00</b>
<b>**Respite/CLS –Adult</b>	<b>H2015 T1005 TT</b>	<b>\$3.72</b>	<b>\$14.88</b>
<b>**Respite/CLS -Adult – Holiday</b>	<b>H2015 T1005 TT</b>	<b>\$5.56</b>	<b>\$22.24</b>
<b>**Respite/CLS- Adult High Need  Respite/CLS – Children’s Waiver</b>	<b>H2015 T1005 TT</b>	<b>\$4.23</b>	<b>\$16.92</b>
<b>**Respite/CLS- Adult High Need-Holiday</b>	<b>H2015 T1005</b>	<b>\$6.36</b>	<b>\$25.44</b>

<b>Respite/CLS – Children’s Waiver</b>	<b>TT</b>		
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\*Amended rate is due to state requirements that no longer allow a per diem service for CLS outside of the home. This provider has a daytime activity center that provided services at a per diem rate. This rate has been amended from a per diem rate to a 15 minute unit rate. \*\*Traditional rate is dependent on the support needs of the individual served.

**MOTION CARRIED unanimously.**

**Expense Contracts: Community Living Supports and Respite Camps**

**MOVED by Joe Brehler and SUPPORTED by Kam Washburn that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into new contracts /contract renewals with the camps listed below to purchase respite care and Community Living Supports services for the period of June 1, 2016 through December 21, 2016 and pay out of individuals respite allotment of \$1200 annually for those services / goods.**

<b>Name of Camp</b>	<b>Address of Camp</b>	<b>Cost</b>
<b>Capital Area Humane Society</b>	<b>7095 West Grand River Avenue Lansing, MI 48906 517-626-6821 ext. 130 Fax 517-626-2560 education@adoptlansing.org</b>	<b>K-9 Training Workshop June 22-26 (2016) = \$175</b>
<b>ASPPIRE – Social Coaching &amp; Training</b>	<b>Bob Steinkamp 808 W Lake Lansing Rd. Ste. 101 East Lansing, MI 48823 Phone: 989-272-2977</b>	<b>\$175 to \$225 for 16 weeks of sessions.</b>

**MOTION CARRIED unanimously.**

**Executive Committee**

**Carol Koenig, Board Chair announced that the Executive Committee met on October 17<sup>th</sup> and she is happy to report that Sara Lurie received a razing review. Ms. Koenig will work with Human Resources to prepare the 2016 Chief Executive Officer Salary Increase to present to the Board for review.**

**Access Ad Hoc Committee**

**Carol Koenig announced that the next Access Ad Hoc Committee meeting is scheduled for Monday, November 7, 2016 at 5:00 p.m., in G11-C Conference Room.**

### By-Laws Ad Hoc Committee

Sara Lurie reported on behalf of Stephen Manchester that the By-Laws Ad Hoc Committee is planning to present recommendations at the November Board meeting and present to the full Board for voting purposes in December.

### Building and Sites Ad Hoc Committee

John Peiffer provided a building expansion effort update which included the following:

The Ingham County Building Authority (BA) and Attorneys are working on the following items:

- 1). New Leases for the new addition and new parking lot.
- 2). The AIA contract between the BA and Bergman Architectural and Associates. The BA will take over the existing three phase contract:  
Ph 1 = Design Development,  
Ph 2 = Construction Oversight Administration,  
Ph 3 = Close out, provide as built drawings to owner.
- 3). The Bond process is still progressing.
- 4). CMHA-CEI will be attending the next Ingham County Building Authority Meeting scheduled for November 2, 2016 at 2 pm. An update will be provided at the next CMH Board Meeting.

### Announcement

Paul Palmer announced that the State of Michigan will be launching a disability savings program, which is the most substantial reform for people with disabilities since the Americans with Disabilities Act in 1990. MiABLE (Michigan Achieving a Better Life Experience) program allows individuals with disabilities and their families to save for the future without fear of losing any disability benefits. Program highlights include:

- MiABLE accounts allow for savings up to \$100,000 without losing other financial disability benefits.
- Funds are not taxed upon withdrawal if used for a qualified disability expense.

- Qualified expenses include: education, housing, transportation, employment training and support, assistive technology, health, financial management services, legal fees or funeral/burial expenses.
- There may only be one individual per ABLE account, but anyone can contribute into it.
- Disability onset and diagnosis must occur prior to age 26.

To learn more about the program or to sign up for an account visit [www.miable.org](http://www.miable.org).

#### Public Comment

None.

#### Adjournment

The meeting was adjourned at 7:05p.m. The next meeting is scheduled for Thursday, November 17, 2016 in G11-C conference room beginning at 6:00 p.m.

Minutes submitted by:

Aleshia Y. Echols  
Executive Administrative Assistant