



**Community**  
MENTAL HEALTH  
CLINTON • EATON • INGHAM

**FINANCE COMMITTEE**

**Meeting Minutes**

**Wednesday, April 12 2017, 5:30 p.m.**

**812 E. Jolly Road, Conference Room G11-C**

**Lansing, MI 48910**

**Committee Members Present:**

**Joe Brehler, Kay Randolph-Back, Carol Koenig, Kam Washburn, Raul Gonzales,**

**Committee Members Absent:**

**Chris Swope, Dianne Holman**

**Staff Present:**

**Stacia Chick, Darby Vermeulen, Sara Lurie, Ericanne Spence, Shana Badgley, Karla Block, Joanne Holland, John Peiffer, Sharon Blizzard**

**Public Present:**

**None.**

**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 Joe Brehler to approve the amended meeting minutes of March 8, 2017 to properly reflect when Chris Swope entered the meeting.**

**MOTION CARRIED unanimously.**

**Adoption of Agenda:**

**MOVED by Carol Koenig and SUPPORTED by Raul Gonzales to adopt the amended agenda to reflect the new director of CSDD, Karla Block, to present agenda items #5 and #6.**

**MOTION CARRIED unanimously.**

**Public Comment on Agenda Items:**

No comment.

**BUSINESS ITEMS:**

**Contract Renewal: Spectrum Community Services**

Karla Block presented a contract renewal for a long-standing contract with Spectrum Community Services providing specialized support for an individual including Community Living Services, Psychiatric Evaluations and Services, Individual Therapy, and other therapy services as indicated and pay the rates listed on the attached fee schedule, for the period of January 1, 2017 through September 30, 2017.

**ACTION:**

MOVED by Kam Washburn and SUPPORTED by Raul Gonzales that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to renew the contract with Spectrum Community Services to purchase; Community Living Supports, Support Coordination, Psychiatric Evaluations, Medication reviews, and other therapies as needed, for the period of January 1, 2017 through September 30, 2017 and pay the rates listed on the attached rate sheet.

<b>Spectrum Services Rate Sheet January 1, 2017 - September 30, 2017</b>			
<b>Service Description</b>	<b>Service Code</b>	<b>Unit of Service</b>	<b>Rate</b>
Support Coordination	T1016	15 minutes	\$63.25
Psychiatric Services	99214	Event	\$152.45
Community Living Supports	H0043	Day	\$274.11
Psychotherapy, 38-52 min	90834	Event	\$84.00

**MOTION CARRIED unanimously.**

**Expense Contract Amendment: Michigan State University Community Music School**

Karla Block presented a contract amendment to purchase respite services from the MSU Community Music School. Families who opt to use respite for Music Therapy will have the fees deducted from their annual respite allotment of \$1,200 for the period of October 1, 2016 through September 30, 2017.

**ACTION:**

**MOVED** by Raul Gonzales and **SUPPORTED** by Carol Koenig that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into new contracts/contract renewals with MSU Community Music School listed below to purchase respite care services for the period of October 1, 2016 thru September 30, 2017 and pay out of individuals respite allotment of \$1,200 annually for those services/goods.

Name	Address	Cost
Michigan State University – Community Music School	4930 S. Hagadorn Road East Lansing, MI 48823 Attn: Cindy Edgerton Email: edgerto3@msu.edu	\$27.00 per session (20-30 min) for family friend respite  \$68.78 per session (60 min) for Children’s Waiver Program

**MOTION CARRIED unanimously.**

**Authorizing CMHA CEI Chief Executive Officer to execute Lease, Sublease, and Ground Lease**

John Peiffer presented a lease, sublease and ground lease contract between the Ingham County Building Authority, Ingham County and CMHA-CEI for CEO Sara Lurie to execute the documents on CMHA-CEI’s behalf. All documents dated May 1, 2017.

**ACTION:**

**MOVED** Kam Washburn 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 Chief Executive Officer, Sara Lurie, to execute the agreements by and between CMHA CEI and the Ingham County Building Authority / Ingham County known as: Lease, Sublease and Ground Lease documents on behalf of CMHA CEI.

**MOTION CARRIED** unanimously.

### Lease Renewals

#### ACTION:

**MOVED** by Raul Gonzales and **SUPPORTED** by Carol Koenig that the Finance Committee recommends 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 the following lease renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

#### Expense Contract: Lease Renewal at 5850 Holt Road, Delhi Township

Lease 5850 Holt Road from Tariq M. Faridi, M.D. for the period of June 1, 2017 through May 31, 2022 and pay: Two Thousand Sixty-Seven and 00/100 Dollars (\$2067.00) per month to provide a residential home to serve 6 consumers.

#### Expense Contract: Lease Renewal at 9120 Eaton Hwy, Roxand Township

Lease 9120 Eaton Hwy in Mulliken from William and Barbara Alberts, husband and wife, for the period of June 1, 2017 through May 31, 2020 at a monthly rate of \$1695.00 per month.

#### Expense Contract: Lease Renewal at 3500 S. Cedar Street, Suite 110

Lease for the property at 3500 S. Cedar Street, Suite 110, Ingham County, Lansing Michigan 48910 from DTN Management, Everett Plaza Associates, 2502 Lake Lansing Road., Suite C, Lansing, Michigan 48912 for the period of five additional years beginning July 1, 2018 and ending June 30, 2023, and pay as follows:

**Total Rent for the additional term will be Two Hundred and Sixty-Nine Thousand Seven Hundred Nineteen and 80/100 Dollars (\$269,719.80) in consecutive monthly**

installments of Four Thousand, Four Hundred Ninety-Five and 33/100 Dollars (\$4,495.33).

CMHA-CEI shall receive a rent credit in the amount of Four Thousand, Four Hundred Ninety-Five and 33/100 Dollars (\$4,495.33) for the following months: July 2018, July 2019, July 2020, July 2021, July 2022.

All other terms and conditions of the existing lease will apply. The current monthly lease payment of Four Thousand Two Hundred Ninety-One and 00/100 Dollars (\$4,291.00) will continue through June 30, 2018.

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

**Expense Contract: Lease Renewal 715 Curtis Street, Suite A, Mason**

Lease 715 Curtis Street, Suite A, Mason Michigan from James W. Leasure, a single man, residing at 959 Eden Road, Mason Michigan, 48854 for the period of July 1, 2017 through June 30, 2018, at the monthly rate of One Thousand Five Hundred Sixty-Eight and 36/100 Dollars (\$1,568.36.)

MOTION CARRIED unanimously.

**Sale of CMH Asset: 2007 Robinson Road, Lansing, Michigan 48910**

John Peiffer presented the sale of a home no longer needed for supportive housing services. The money from the sale will be put back in the general fund.

**ACTION:**

MOVED by Kam Washburn 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:

Complete the sale of the home and property at 2007 Robinson Road, Lansing Michigan 48910; with a legal description as: *The east 60 feet of the west 136 feet of lots 3 and 4, Supervisors Plat of Robinson Road Subdivision, City of Lansing, Ingham County,*

*Michigan, according to the recorded plat Thereof, as recorded in liber 13 of Plats, Page 18, Ingham County Records.*

With Tax Parcel No: 33-01-01-26-351-041, To Jimmie Ernest Tompkins a single man, who currently resides at 810 North MLK Blvd Lansing, MI 48915 for the amount of: Ninety Thousand and 00/100 Dollars, (\$90,000.00)

Additionally, CMHA CEI staff are asking that the CMHA CEI Board of Directors authorize Chief Executive Officer, Sara Lurie, to execute all related documents to complete the sale of the subject property.

MOTION CARRIED unanimously.

**Old Business:**

None.

**New Business:**

None.

**Public Comment:**

None.

**Adjournment:**

The meeting was adjourned at 5:45 p.m. The next regularly scheduled Finance Committee meeting is May 10, 2017, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

**Minutes Submitted by:**

**Darby Vermeulen  
Finance Secretary**