



Community

MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, April 8th, 2020

5:30 p.m.

812 E. Jolly Rd, Zoom Meeting

Lansing, MI 48910

Committee Members Present:

Joe Brehler, Kay Randolph-Back, Paul Palmer

Committee Members Absent:

Raul Gonzales, Dianne Holman

Staff Present:

Darby Vermeulen, Stacia Chick, Ericanne Spence, Sara Lurie, John Peiffer, Joanne Holland, Sara Blizzard

Public Present:

Naudia Fisher – Local 459

Other Board Members Present:

None

Call to Order:

The meeting was called to order by Chairperson Joe Brehler at 5:32 p.m.

Previous Meeting Minutes:

MOVED by Kay Randolph-Back and SUPPORTED by Paul Palmer to approve the meeting minutes of March 11th, 2020.

MOTION PASSED with 3 votes in favor. Members Present: Joe Brehler, Kay Randolph-Back, and Paul Palmer.

Raul Gonzales and Dianne Holman excused.

Adoption of Agenda:

MOVED by Paul Palmer and SUPPORTED by Kay Randolph-Back to adopt the revised of April 8th, 2020.

MOTION PASSED with 3 votes in favor. Members Present: Joe Brehler, Kay Randolph-Back, and Paul Palmer.

Raul Gonzales and Dianne Holman excused.

Public Comment on Agenda Items:

None.

BUSINESS ITEMS:

Revenue Contract Amendment: Michigan Department of Corrections

Ericanne Spence presented this amendment to the current contract. The previous contract was only through March 31. This extends the contract from April 1 through June 30, 2020. MDOC will cover individuals that are having problems placing into treatment, or that MSHN won't cover. As this responsibility shifts the PIHPs, MDOC may have an issue with covering the individual in the between time. This is to ensure there is no gap in service.

ACTION:

MOVED by Kay Randolph-Back and SUPPORTED by Paul Palmer that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorizes CMHA-CEI to accept the extended contract for the Michigan Department of Corrections. This amendment extends the existing contract dates from April 1, 2020 through May 31, 2020.

MOTION PASSED with 3 votes in favor. Members Present: Joe Brehler, Kay Randolph-Back, and Paul Palmer.

Raul Gonzales and Dianne Holman excused.

Expense Lease Renewal: 9120 Eaton Hwy, Roxand Township

John Peiffer is looking to extend this lease for an additional three years, out to 2023. Kay asked if this is a home that is run by CMHA-CEI? John said that a provider runs this home, and there is a sublease that CMHA has through that provider.

ACTION:

MOVED by Paul Palmer and SUPPORTED by Kay Randolph-Back that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorizes CMHA-CEI to lease 9120 Eaton Hwy in Mulliken from William and Barbara Alberts, husband and wife, for the period of June 1, 2020 through May 31, 2023 at a monthly rate of \$1728.00 per month.

MOTION PASSED with 3 votes in favor. Members Present: Joe Brehler, Kay Randolph-Back, and Paul Palmer.

Raul Gonzales and Dianne Holman excused.

New Revenue Lease: Airport Road Group Home

John Peiffer presented this item for a new provider. Valley Residential has moved out, and Central State has picked up the remainder of the lease. This will run April 8, 2020 through September 30, 2021.

ACTION:

MOVED by Paul Palmer and SUPPORTED by Kay Randolph-Back that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorizes CMHA-CEI as landlord to lease the property at the Airport Road Home, 13768 Airport Road Lansing, Michigan, 48906, in Clinton County to Central State Community Services, Inc. whose address is 2603 W. Wackerly Street Suite 201, Midland, Michigan, 48640 for the period of April 8, 2020 through September 30, 2021 and receive the following as lease revenue:

Tenant, Central State Community Services, Inc., shall pay (CMHA-CEI) the annual sum of Twenty-Seven Thousand Eight Hundred Seventy-Five Dollars and 25/100 cents (\$27,875.25) at the monthly rate of: Two Thousand Three Hundred Twenty-Two Dollars and 94/100 cents (\$2,322.94) per month to be received on or before the first of each month.

MOTION PASSED with 3 votes in favor. Members Present: Joe Brehler, Kay Randolph-Back, and Paul Palmer.

Raul Gonzales and Dianne Holman excused.

Revenue Lease Renewal: 1507 Jerome Street Lansing, Michigan

John Peiffer presented this revenue lease renewal for 60 months.

ACTION:

MOVED by Paul Palmer and SUPPORTED by Kay Randolph-Back that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorizes CMHA-CEI as landlord to renew the revenue lease contract of the property at 1507 Jerome Street, Lansing, Michigan to tenant Theresa Biron whose address is 1507 Jerome Street, Lansing, Michigan for the period of May 1, 2020 through April 30, 2025 and receive the following as revenue:

Twelve Thousand Four Hundred Eighty Dollars (\$12,480) per year in equal monthly installments of One Thousand Forty and 00/100 Dollars (\$1040) during the term of this lease for a total of Sixty-Two Thousand Four Hundred and 00/100 Dollars (\$62,400) during the 60-month period.

MOTION PASSED with 3 votes in favor. Members Present: Joe Brehler, Kay Randolph-Back, and Paul Palmer.

Raul Gonzales and Dianne Holman excused.

1305 Jolly Road - Convert Warehouse Space to Conference Space

John Peiffer said there are three components to this project. His staff will act as the general contractor and will be purchasing the materials for the build. This is for a Families Forward conference room, with a 45-person capacity. John said the HVAC work will provide fresh air recovery for the space. The total will be just under \$52,000 for the project. The HVAC and electrical portions were bid out. John went on to say he reached out to contractors to see when work could be completed on this project, and he went on to say the work would likely not start on this project until the pandemic subsides. Paul asked if OAS would be able to use this space? Sara said this would become another conference room in CEI rotation; this will meet a huge need for the FF program.

ACTION:

MOVED by Paul Palmer and SUPPORTED by Kay Randolph-Back that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorizes CMHA-CEI to complete the following:

Contracts:

Community Mental Health Authority of Clinton, Eaton and Ingham Counties:

- 1) Enter into an expense Contract Service Agreement with: Anderson Air Conditioning, Inc 201 Hosmer Street Lansing Michigan 48912 to install additional HVAC Equipment and Duct Work for the amount of \$11,225.
- 2) Enter into an expense Contract Service Agreement with: Centennial Electric P.O. Box 490 Potterville Michigan 48876 to install new lighting, outlets, electrical system support to HVAC for the amount of \$14,750.

Purchasing Materials:

Purchasing building materials from various local suppliers: Gypsum Supply, Sherwin Williams, Lansing Tile and Mosaic, Johnson Controls, Delau Fire and Metal Frames for the amount of \$26,000.

Funding:

Community Mental Health Authority of Clinton, Eaton and Ingham Counties utilize the Fixed Asset Reserve Budget for funding this project and in doing so capitalize the expense over 15 years at a rate of \$3,465 per year.

MOTION PASSED with 3 votes in favor. Members Present: Joe Brehler, Kay Randolph-Back, and Paul Palmer.

Raul Gonzales and Dianne Holman excused.

Temporary Enhanced Pay

Sharon Blizzard spoke about the Stay Home executive order and how CMHA-CEI is considered essential to provide behavioral health services. She shared that a majority of the agency is now working remotely. As the virus started to spread through the community and state, it was important to have the conversations of recognizing the individuals at CEI who are providing face-to-face services to those we serve. These services are essential, and these employees must be on-site. Sharon went on to mention the staff performing the COVID screenings, security, and janitorial staff, who are all onsite and are facing additional virus risk. Sharon spoke with both Unions, and they are both in acceptance of this agreement. She is asking for the Board to support this arrangement for the next 30 days, and then allow Sara to continue the arrangement as needed beyond that.

Kay asked about the direct care workers at sites with which CEI contracts and whether they should receive this pay increase? She said when the crisis is over, this pay would go back down. Kay also wondered if there was an opening for CEI to try and push to keep this higher rate permanent state-wide? Sara said there is total agreement that advocacy for direct care workers receiving higher pay is necessary. CEI is currently advocating for higher pay for the whole provider network. Sara said this arrangement is only for CEI employees, and not for direct care workers. That will be taken up at the regional level. Sara said the waivers are waiting to be approved by CMS. She hopes to have some answers to these questions soon.

Joe wondered if the arrangement could be changed after the first 30 days? Sharon said this will be revisited in a month and brought back if changes are needed. She expects to have more discussions with the Unions in the future, as well.

ACTION:

MOVED by Kay Randolph-Back and SUPPORTED by Paul Palmer 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 eligible employees enhanced pay. This means a \$2.00 per hour increase above their rate of pay to all staff providing essential face to face services, and a \$4.00 per hour increase above their rate of pay to staff providing direct care to consumers with symptoms and/or those diagnosed with COVID-19, effective April 4, 2020 through May 1, 2020. The Board of Directors will authorize management to extend this temporary pay arrangement monthly thereafter if the Stay-Home executive order continues or other related state emergency actions are in effect.

MOTION PASSED with 3 votes in favor. Members Present: Joe Brehler, Kay Randolph-Back, and Paul Palmer.

Raul Gonzales and Dianne Holman excused.

FY2020 Medicaid Revenue Update – For Information Only

Stacia shared that revenues are trending to be under budget by \$165,000, which is down significantly from the \$800k last month, so revenues are trending in a positive direction. She said CEI is providing less services, and our contractors are providing less services (such a CLS and ABA), so she isn't sure how much COVID-19 will affect the revenues.

Unfinished Business:

None

New Business:

None

Public Comment:

Naudia Fisher from Local 459 shared the following statement:

“I appreciate your consideration regarding the enhanced pay. I know this has been an extremely trying time for us all as we must make quick decisions with little information that have major impact. I applaud CMH for so quickly moving to allow employees to work from home and to implement safety precautions for those that must still report. That type of flexibility is paramount in a time of crisis. I want to be clear that your graciousness is recognized. As we move forward, I would ask for the Board to continue to be open to discussion on this topic. I have no idea where this pandemic will take all of us, but the medical community has been clear the worst is yet to come. I am a firm believer that this employer wants to do the best that it can to take care of its workforce. I’ve seen this Board do a tremendous job supporting employees in the past and I have faith that you all will provide guidance to Sara, HR, and management that will allow this trend to continue. Thank you for listening and everyone, please be safe.”

Adjournment:

The meeting was adjourned at 6:13 p.m. The next regularly scheduled Finance Committee meeting is May 13th, 2020 at 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

Darby Vermeulen

Finance Administrative Assistant