



# Community

MENTAL HEALTH  
CLINTON • EATON • INGHAM

## FINANCE COMMITTEE

### Meeting Minutes

Wednesday, June 8<sup>th</sup>, 2021

5:30 p.m.

812 E. Jolly Rd, Atrium

Lansing, MI 48910

#### Committee Members Present:

Kay Randolph-Back

Tim Hanna

Emily Stivers

Joe Brehler

Raul Gonzales

#### Committee Members Observing via Zoom:

None

#### Committee Members Absent:

Ken Mitchell

#### Staff Present:

Darby Vermeulen, Sara Lurie, Amy Rottman, Joanne Holland, John Peiffer, KC Brown

#### Public Present:

None

#### Other Board Members Present:

Al Platt, Participating via Zoom

#### Call to Order:

The meeting was called to order by Chairperson Emily Stivers at 5:30 p.m.

**Previous Meeting Minutes:**

**MOVED** by Kay Randolph-Back and **SUPPORTED** by Tim Hanna to approve the meeting minutes of May 11<sup>th</sup>, 2022.

**MOTION CARRIED** unanimously.

**Adoption of Agenda:**

**MOVED** by Tim Hanna and **SUPPORTED** by Joe Brehler to adopt the revised agenda of June 8<sup>th</sup>, 2022.

**MOTION CARRIED** unanimously.

**Public Comment on Agenda Items:**

None.

**BUSINESS ITEMS:**

**New Expense Contract: Weather Shield Roofing Systems**

John Peiffer presented this item for a new roof at the House of Commons in Mason. The roof will be replaced with a similar product to the new roof at the Jolly Road building. John hopes this will be completed prior to the end of the summer.

**ACTION:**

**MOVED** by Joe Brehler 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 authorize CMHA-CEI to enter into a new expense contract with Weather Shield Roofing Systems for the amount of \$86,958 in which weather shield will remove the existing roofing system at the House of Commons building located at 706 Curtis Street, Mason, Michigan 48854, and replace with all new using a 60 mil white thermoplastic roof system that includes a 20-year warranty.

Raul Gonzales entered the meeting at 5:34pm

**MOTION CARRIED** unanimously.

**Expense Contracts**

**MOVED** by Tim Hanna and **SUPPORTED** by Joe Brehler 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 contracts based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

**Invoice, Self-Retention Fund Balance Under Existing Expense Contract/Insurance MMRMA**

John Peiffer presented this item for replenishing the self-retention fund. CMHA-CEI will pay \$63,000 to MMRMA in order to replenish that fund as part of the MMRMA current contract coverage period ending June 30, 2022. The unused balance of that retention fund is extended into the next fiscal year if not used.

**Expense Contract – Lease Renewal: 5850 Holt Road, Delhi Township**

John Peiffer presented this lease renewal for a home that houses six consumers, for the for the period of June 1, 2022 through May 31, 2025 and pay: Twenty-Six Thousand Forty and 00/100 Dollars (\$26,040.00) per Annum and payable in installments of Two Thousand One Hundred Seventy and 00/100 Dollars (\$2170.00) per month.

MOTION CARRIED unanimously.

**Expense Contracts**

MOVED by Kay Randolph-Back and SUPPORTED by Raul Gonzales 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 contracts based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

**New Expense Contract: Partial Inpatient Hospitalization-Cedar Creek Hospital**

Sara presented in Shana’s absence. Under this new expense contract, CMHA-CEI will purchase partial inpatient hospital services from Cedar Creek Hospital at the rates indicated below, for the retroactive term of April 1, 2022 through September 30, 2022.

Hospital	CPT Code	Service	Rate
Cedar Creek Hospital	0912 & 0913	Partial Hospitalization – Adults	\$440.00

**Expense Contract Amendment: Hope Network Behavioral Health- Harbor Point Intensive West Unit**

CMHA-CEI will enter into a contract amendment with Hope Network Behavioral Health, located at P.O. Box 3075 Orchard Vista Dr. S.E., Grand Rapids, Michigan 49546, at Harbor Point Intensive West Unit to purchase specialized residential services for the period of May 1, 2022 through September 30, 2022.

Provider	Facility	Address	License Number	Service	Code	Unit	Rate	C2 Rate
Hope Network Behavioral Health Services	Harbor Point Intensive West Unit	17160 130 <sup>th</sup> Ave., Nunica, MI 49448	AL700085846	Personal Care and Community Living Support	T1020 and H2016	Per Diem	\$419.84	\$437.06

**MOTION CARRIED unanimously.**

**Acceptance of Budget Assumptions and Budget Development Calendar for Fiscal Year 2022/2023 (CMHA-CEI)**

Amy Rottman presented the Budget Development Principles for FY23. She said there has been very little change to the principles since they were presented last year. Amy attached CMHA-CEI's mission and the vision after the principles to remind the committee why we budget in that way we do.

Amy then reviewed the Budget Development Calendar for FY22 and FY23. She said this plan is in place to achieve the transparency that was previously discussed. Amy noted much of the budget calculation will be done in July so that a proposed budget can be brought to committee in August for feedback. Then the full Board will adopt the budget in September.

**ACTION:**

**MOVED** by Joe Brehler 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 accepts the Budget Assumptions and Budget Development Calendar for Fiscal Year 2022/2023.

**MOTION CARRIED unanimously.**

**Medicaid Revenue Update**

Amy Rottman presented the update through May. She said revenue has continued to exceed expectations. We are under budget in the SED-W section by about \$90,000, so it is likely we have fewer people participating in this waiver. CEI is over budget by \$16.8M in total, projected to be \$25M by the end of this fiscal year. Plans were brought to Finance Committee last month to address some of these additional dollars.

**Unfinished Business:**

Sara received information from CMHAM that Senator Shirkey may try to push his bills out of the Senate this week. CMHAM is asking CEI to reach out to senators to express their opinion on the legislation. Sara has asked Board members in contact with Senator Barrett to reach out again and share their opinion.

**New Business**

John Peiffer received an estimate on the engineering plans for the Greenlawn campus. McLaren has shared they will pay for the plans, but we need to clarify if McLaren will be paying up front or if CEI needs to be reimbursed. If CEI will be paying in this first stage of the process, this will need to go through the Board first.

Raul wanted to say that he always comes back from conferences feeling reinvigorated for CEI's cause and he wanted to commend the hard work of all of CEI's board members and county commissioners.

**Public Comment:**

None

**Adjournment:**

The meeting was adjourned at 5:57 p.m. The next regularly scheduled Finance Committee meeting is July 13<sup>th</sup>, 2022 at 5:30 p.m., 812 E. Jolly Rd, Atrium.

Minutes Submitted by:

Darby Vermeulen

**Finance Administrative Assistant**