



COMMUNITY MENTAL HEALTH AUTHORITY
CLINTON • EATON • INGHAM

BOARD OF DIRECTORS

Meeting Minutes

Thursday, August 16, 2012

6:00 p.m.

812 E. Jolly Rd., Conference Rm. G11-C
Lansing, MI 48910

Board Members Present: Raul Gonzales, Chairperson, Joe Brehler, Vice Chairperson, Adam Stacey, Secretary, Chris Swope, Kay Pray, Sara Clark-Pierson, Stephen Manchester, Kay Randolph Back, and Paul Palmer

Committee Members Absent (Notified): Pat St. George, Maxine Thome

Staff Present: Toby Bayless, Sharon Blizzard, Aleshia Echols, Mary Clissold, Cliff Dodson, Chuck Dougherty, Liz Holcomb, Pam Keyes, Maureen Moloney, Dr. Picone, Robert Sheehan, Ericanne Spence, and Kim Zimmerman

Public Present: None

Call to Order:

The meeting was called to order by Chairperson Raul Gonzales at 6:00 p.m.

Roll Call

Previous Meeting Minutes:

MOVED by Chris Swope and SUPPORTED by Kay Randolph-Back to approve the meeting minutes of July 19, 2012. MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Paul Palmer and SUPPORTED by Kay Pray to adopt the agenda as amended adding one additional new business item entitled: Leasing space at Ash Street, property in Mason, MI. MOTION CARRIED unanimously.

No comment on agenda items.

Dale Copedge joined the meeting at 6:15 p.m.

Directors Report:

Robert Sheehan introduced Toby Bayless, Director of Affiliations Operations
Toby provided the Board of Director's with an update of the Mid South Coordinating Agency Integration referencing the following handouts:

- Coordinating Agency Integration Calendar FY 2011-2012 (last modified: 08/16/2012)

- Mid-South letter to Deborah Hollis, MDCH from Gary VanNorman, Executive Director
- Organization chart (dated 7-11-2012)

Highlights of the presentation included:

- Requisition Transfer of funds have occurred
- Coordinating Agency will be bringing over 12.0 FTE Mid-South to CMHA-CEI
- Integration of CA functions into the work of CMHA-CEI means that some of the CA practices, policies and procedures will be integrated, when prudent, with CMHA-CEI practices to achieve greater efficiencies.
- At a future date, this item will be included as an agenda item and presented to CMHA-CEI Board of Directors for approval as a standard practice.

Bob Sheehan presented his Executive Director's report for the month of August, 2012 specifically referencing pages 6, 8, 11, 12, 14, 15, 17, 18, 20, and 21. Highlights included:

- Primary care co-location (pg 6) at CMH starts strong: Mobile Medical Unit is used by the Ingham County Health Department to provide primary care services to Lansing area homeless shelter population and will be on-site at 812 E. Jolly Road on the first and fourth Tuesday's of each month
- CMH's employee of the month (pg 8), for July is Rob Davis, a Supervisor within CMH's Adult Mental Health Services program (AMHS). Chairperson, Raul Gonzalez commented that he was delighted to hear of this recognition and shared with the Board that Mr. Davis trained him when he started working at CMH. Raul stated that he is very grateful to Rob and feels that this recognition is well deserved and sends his congratulations to Rob.
- Status and Trends Through 2009 (pg 11)
- CMH co-sponsors Autism flyer (pg 12) on August 8, CMH Autism Alliance and the Mid-Michigan Autism Association, an evening of learning on the Autism Spectrum Disorder
- State weighs option of expanding Medicaid (pg14 - 15)
- ACA Medicaid Expansion Costs and Savings – 10 Years (pg 20)
- Direct Costs of Medicaid Expansion Under ACA Preliminary Long-Term Estimates (pg 21)

The chair opened the floor for discussion. Discussion ensued.

DCH Director Olga Dazzo steps down; governor taps Jim Haveman for post
Discussion ensued.

Population vs County Seats on Board of Directors & their roles for CA and CMH

The chairperson opened the floor for questions. Several Board members shared their views, comments, and concerns regarding this matter. It was stated that the existing waiver expires September, 2013.

COMMITTEE REPORTS:

Program & Planning

New Expense Contract: Kekeli's II, Anna Masambaji, provider, 2940 Quincy Lane, Lansing, MI 48910

MOVED by Kay Pray and SUPPORTED by Paul Palmer that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into new contract with Anna Masambaji to purchase Adult Foster care services for mentally ill adults from Kekeli's II for a period of April 1, 2012 through December 31, 2014 and pay up to \$16,724.30 or \$45.82 per day, per client for those services. MOTION CARRIED unanimously.

New Expense Contract: Bedford AFC

MOVED by Kay Pray and SUPPORTED by Paul Palmer that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into new contract with Rosy Rowan to purchase specialized residential services from the Bedford AFC for the period of July 1, 2012 through December 31, 2013 and pay a daily rate of \$19.14, \$38.28 or \$57.42 for those services/goods. MOTION CARRIED unanimously.

FINANCE

Fiscal Year 2013 Budget (CMHA-CEI)

Joe Brehler reported that there were six proposals slated to go forward right away, which included the following:

- 1. Permanent funding for 1.0 FTE Peer Support Specialist position created for Emerging Markets (AMHS - \$48,932)**
- 2. Permanent funding for a .40 FTE Mental Health Therapist, shared with Gratiot County CMH (AMHS - \$29,175)**
- 3. Office furniture for staff moving offsite and the relocation of MSSAC staff at Jolly Rd (Facilities - \$2,300)**
- 4. Renovation of space at Jolly Rd for primary care clinic (Facilities - \$23,333)**
- 5. Expanding carpentry team to support the expansion over the years of facilities owned/operated by CMH (Facilities - \$114,174)**
- 6. Increase building maintenance supplies to support the expansion of facilities (Facilities - \$24,500)**

The total being implemented right away is \$242,464.

MOVED by Stephen Manchester and SUPPORTED by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties accept management's Fiscal Year 2013 program proposals to balance the budget in the amount of \$48,932 for an AMHS Emerging Markets Peer Support Specialist, \$29,175 for an AMHS Emerging Markets Mental Health Therapist, and \$164,357 for facilities and carpentry, and authorize management to begin implementation of the proposals. MOTION CARRIED unanimously.

Revenue Contract Renewal: Michigan Department of Community Health (MDCH) Prepaid Inpatient Health Plan (PIHP) Contract (CMHAMM)

MOVED by Joe Brehler and SUPPORTED by Stephen Manchester that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties, acting in its role as PIHP, approve the PIHP contract with the Michigan Department of Community Health for the period of October 1, 2012 through September 30, 2013. MOTION CARRIED unanimously.

Expense Contract Renewal: Guardianship Services (CMHA-CEI)

MOVED by Joe Brehler and SUPPORTED by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to renew the contracts Ken O'Deen, Brian E. Madar, Mid-Michigan Guardianship Services and Tri-County Guardianship Services to purchase guardianship services for the period of October 1, 2012 to September 30, 2015, and pay \$65.69 per month, per consumer for those services. MOTION CARRIED unanimously.

Expense Contract Renewal: Case Management of Michigan (CMHA-CEI)

MOVED by Joe Brehler and SUPPORTED by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to renew the contract with Case Management of Michigan to purchase case management and related services for the period of October 1, 2012 to September 30, 2015 and pay \$476.00 per month per consumer for those services. MOTION CARRIED unanimously.

2012 Vehicle Purchase (CMHA-CEI)

MOVED by Joe Brehler and SUPPORTED by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to purchase 23 new vehicles for the purchase price of \$657,200, and authorize staff to initiate a loan with JPMorgan Chase Bank for this amount. MOTION CARRIED unanimously.

Following the motion, the following clarifying questions were asked:

- 1. Will a local vendor be utilized? No, CMHA-CEI will utilize a SE vendor who is a State contractor. This will allow for better pricing.**
- 2. What will happen to the 15 vehicles that are being replaced? CMHA-CEI will hold an auction and will notify Board of Director members of the date, time and location of the auction.**

FY 11/12 Amended Budget for the Quarter Ended June 30, 2012 (CMHA-CEI)

MOVED by Joe Brehler and SUPPORTED by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the FY 11/12 Amended Budget for the Quarter Ended June 30, 2012. MOTION CARRIED unanimously.

Human Resources

None

Recipient Rights

No Meeting

Executive Committee

Executive Directors Performance Evaluation

Raul Gonzalez indicated that during the recent Executive Committee meeting, the annual evaluation of the Executive Director was reviewed. Due to a lack of a quorum, the Committee could not take action. However, based on the sense of the Committee, Raul recommended that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties accept the results of the annual evaluation of Executive Director.

Raul Gonzalez then opened the floor for comments:

Dale Copedge commented on how much he appreciates Bob's support and confidence.

Sara Clark-Pierson commented that she appreciates Bob's stability and consistency and knows that we are getting more than what we are paying for and that we have for many years now.

Kay Pray supported Sara Clark-Pierson's comments.

Paul Palmer commented that he enjoys working with Bob and feels he does an outstanding job. Paul stated that he is glad to have Bob as the Executive Director.

Adam Stacy commented that he is very pleased at Bob's commands and knowledge base of materials.

Raul Gonzalez commented that Bob's performance is excellent.

MOVED by Raul Gonzalez and **SUPPORTED** by Dale Copedge that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties accept the results of the annual evaluation of Executive Director. **MOTION CARRIED** unanimously.

Following the **MOTION**, Bob Sheehan shared key themes from his evaluation which included the following:

In an attempt to balance work/family life, Bob will, as schedule conflicts arise, send out an advance email notification of his excused absence from Committee and Board meetings.

Program and Department Directors represent Leadership and speak on his behalf in his absence. Bob assured the Board of Directors that in his absence, nothing comes to the Committee without his prior support.

Committee and Board of Directors meeting agenda items will be presented by staff, as

indicated on the agenda. Staff will answer questions and provide closure for each item. Only on an as needed basis, will Bob provide additional comments.

Old Business:

None

New Business Item # 1: Revenue Contract renewal: Michigan Department of Community Health Community Mental Health (aka GF) Contract Fiscal Year 2013

MOVED by Stephen Manchester and SUPPORTED by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the CMHSP contract with the Michigan Department of Community Health, for the period of October 1, 2012 through September 30, 2013. MOTION CARRIED unanimously.

New Business Item # 2: Revenue Contract Renewal: Michigan Department of Community Health Michigan ABW non-pregnant childless adults waiver (adult benefits waiver (ABW) section 1115 demonstration Contract Fiscal Year 2013

MOVED by Stephen Manchester and SUPPORTED by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the ABW contract with the Michigan Department of Community Health, for the period of October 1, 2012 through September 30, 2013. MOTION CARRIED unanimously.

New Business Item # 3: Leasing space in Ash Street property in Mason

MOVED by Stephen Manchester and SUPPORTED by Paul Palmer that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize staff to enter into a multi-year lease, on behalf of CMH, if CMH staff negotiate lease rates and conditions acceptable to CMH, with the owners of the property at 122-140 Ash Street Mason (the lease would be with Kincaid-Henry, developers, who are expected to purchase the property from the Ingham County Land Bank) to house CMH's Transitions-Mason and Mason Rural Outreach Program. MOTION CARRIED unanimously.

Public Comment:

None

Adjournment:

The meeting was adjourned at 7:34 p.m. The next regularly scheduled Board of Director Committee meeting will be September 20 at 6:00 pm at the Community Mental Health Building, 812 E. Jolly Rd, Lansing, MI.

Minutes submitted by:

Aleshia Echols

Acting Executive Secretary on behalf of Judy Hazle