



Community

MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, November 9th, 2021

5:30 p.m.

812 E. Jolly Rd, Atrium

Lansing, MI 48910

Committee Members Present:

Joe Brehler

Raul Gonzales

Kay Randolph-Back

Emily Stivers

Ken Mitchell

Committee Members Observing via Zoom:

None

Committee Members Absent:

Tim Hanna

Staff Present:

Darby Vermeulen, Sue Panetta, Sara Lurie, Joanne Holland, Karla Block, Stefanie Zin, Shana Badgley, Jana Baylis, Gwenda Summers

Public Present:

None

Other Board Members Present:

Al Platt

Call to Order:

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

Previous Meeting Minutes:

MOVED by Ken Mitchell and SUPPORTED by Joe Brehler to approve the meeting minutes of October 12th, 2022, with the revision of adding names to the Ayes list on the resolution for the “Move from Hard Cap Calculation Method to 80/20 for Health Care Rates 2023 Plan Year” item.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales to adopt the revised agenda of November 9th, 2022 to include “CEI Bucket Report by Fund” under Unfinished Business, presented by Sue Panetta.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None.

BUSINESS ITEMS:

Contract Renewals

MOVED by Joe Brehler and SUPPORTED by Ken Mitchell 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 contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewals: 7CLingo, Deaf Community Advocacy Network (Deaf C.A.N.!), and Voices for Health

Under this renewal, CEI will purchase interpreter/translation services at the rates indicated below for the retroactive period of October 1, 2022 through September 30, 2023.

7CLingo

Service	Rate	Minimum Duration	Cancellation Policy	Rush Fee & Weekend Rates	Additional Notes
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			(as per Contract)	(before 8am and after 5pm)	
Face to Face Spoken & ASL**	\$85/hour + Mileage (Over 10 Miles)	2 hours	24 Business Hours	Additional \$10/hour	Remaining hours: \$85/hr. with 30 mins. increment post 2 hour(s)
Video Remote Interpretation (Spoken)	\$2.50/Min	30 Minutes	24 Business Hours		
Video Remote Interpretation (ASL)	\$2.99/Min	30 Minutes	24 Business Hours		
OPI (Scheduled)	\$1.50/Min	15 Minutes	24 Business Hours		
On-Demand OPI	\$1.50/Min	N/A			New Phone Line billed at \$1.25 a minute (517-624-7795)
Out of town interpreters are subject to prior approval at the below booking fees					

Mile Range Round Trip	Reimbursement Rate
10-40 mi	Reimburse per mile at Federal Rate (\$0.625)
41-60 mi	\$75.00*
61-90 mi	\$125.00*
91-120 mi	\$150.00*
121-150 mi	\$200.00*
151-180 mi	\$225.00*
181-210 mi	\$275.00*
211 - 240 mi	\$300.00*
241-300 mi	\$375.00*
*Flat rate that covers mileage at the Federal rate and travel time.	

Deaf Community Advocacy Network (Deaf C.A.N.!)

Description	Rate	Additional Hours*
Regular Rate (7:00am to 5:00pm)	\$110.00/hr for first two hours	\$55/hr
After Hours/Weekend/Holiday (5:00pm to 7:00am)	\$120.00/hr for first two hours	\$60/hr
High Risk Rate**	\$130.00/hr for first two hours	\$65/hr
Court Rate	\$150.00/hr for first two hours	\$75/hr
After Hours/Emergency	\$160.00/hr for first two hours	\$80/hr

Travel/Mileage	\$0.625/mile	N/A
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*After the first two hours of interpreting, Purchaser is billed in 15 min. increments

** (Psychiatric Evaluations, Mental Health, Attorneys, Hospital Emergency Rooms, Deaf Blind, Jails, etc.)

Voices for Health

Option	Rate	Minimum	Increments	Conditions
Scheduled <i>Weekdays, evenings, weekends & holidays</i>	\$48.00 per hour	1 hour	1 hour	<u>Scheduling:</u> Request must be placed no later than the day prior to the appointment. <u>Billing:</u> Begins at the scheduled appointment time or earlier if services begin prior to the appointment time. <u>Cancellation:</u> 12 hours' notice required prior to the scheduled appointment start time to avoid being charged the duration requested at time of scheduling.
Same Day & "On-Call" <i>Weekdays, evenings, weekends & holidays</i> <i>"On-Call" interpreters arrive within 45 minutes</i>	\$52.00 per hour	1 hour	1 hour	<u>Scheduling:</u> Request requires 30-60 minutes' minimum notice. <u>Billing:</u> Same Day begins at the scheduled appointment time or earlier if services begin prior to the appointment time. On-Call begins upon interpreter arrival to the appointment site. <u>Cancellation:</u> Same Day requires 2 hours' notice prior scheduled appointment start time to avoid a being charged the duration requested at time of scheduling. On-Call requires notice prior to interpreter dispatch to avoid a 1-hour charge.

- Same flat rate for all languages simplifies billing.
- No surcharge for evenings, weekends, or holidays
- Online customer portal for scheduling, billing review and more
- Interpreters commute to provider facilities, home visits, etc.

Note that some assignments require two interpreters, as determined by length, intensity, and other factors.

Reimbursement	Rate	Conditions
Round Trip Mileage	Govt. established rate per mile* (minus 20 miles)	ONLY charged when interpreter travels more than 10 miles from centralized dispatch point (per customer authorization).

Round Trip Travel Time	\$30.00/hour (minus 20 minutes)	Determined by standardized computer mapping. *The mileage reimbursement rate will adhere to IRS guidelines and be adjusted accordingly every year.
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Revenue Contract Renewal: Peckham, Inc.

CEI will renew the contract with Peckham, Inc., which establishes mutual understanding about the transfer of the funds, as stated below, for the retroactive period of October 1, 2022 through September 30, 2023.

- A. CMHA-CEI will pay \$38,000.00 to the Michigan Department of Labor and Economic Opportunity – Michigan Rehabilitation Services (MRS) for cash match purposes (known as the Interagency Cash Transfer Agreement (ICTA) - payment) toward the Supported Employment Program (SEP).
- B. Peckham, Inc. will reimburse CMHA-CEI \$19,000 within 30 days of MRS' receipt of payment.
- C. Peckham, Inc. will reimburse CMHA-CEI \$6,333.33 on a quarterly basis, with payments due by the last day of the quarter (December 31, March 31, June 30, and September 30), for a total reimbursement of \$38,000 during the contract period.
- D. CMHA-CEI will provide a designated staff liaison for SEP to ensure enough job ready referrals (75 for the year) are generated for SEP in order to meet the annual program performance goals.

Expense Contract Renewal: Cran Hill Ministries DBA Cran Hill Ranch

Under this contract renewal, CEI will purchase respite services from Cran Hill Ministries DBA Cran Hill Ranch for the rates identified below. This contract is for the retroactive period of October 1, 2022 through September 30, 2023.

Rate Schedule: 1:1 Aide Fee – Session 1,2,5-7 \$265/Weekend Camp \$165/Fall Camp \$208/Winter Camp \$239

Service Description	Modifier	Modifier	Unit	Rate
H0045 Respite care services in out-of-home setting 11/4/2022 7:00 PM - 11/6/2022 2:00 PM	HM	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$130 per retreat/\$65 per overnight stay

H0045 Respite care services in out-of-home setting				
6/19/2023 10:00 AM - 6/23/2023 3:00 PM	HM	UN – 2 consumers served	UR	Per Diem
7/3/2023 10:00 AM - 7/7/2023 3:00 PM		UP – 3 consumers served		
8/14/2023 10:00 AM - 8/18/2023 3:00 PM		UQ – 4 consumers served – 5 consumers served US – 6+ consumers served		
				\$560 per week retreat /\$140 per overnight stay

**Rates are based on the needs of the person, and should be requested and authorized in advance.

** Families may choose to utilize their respite authorization to pay a portion of camp costs. Payment from CMHA-CEI to the camp will be the rate less any amount paid to the camp by the family or scholarship funds.

Expense Contract Renewal: Respite Camp

With this contract renewal, CEI will purchase Therapeutic Overnight Camp services from YMCA’s Mystic Lake Camp at the rate below for the retroactive period of October 1, 2022 through September 30, 2023.

Provider	Address	Service Description	Code	Unit	Rate
YMCA Mystic Lake Camp	9505 W. Ludington Dr. Lake, MI 48632	Therapeutic Camping Overnight	T2036 U7	Per session	Up to \$1,500.00

Amended Expense Contract Renewals: Therapeutic Foster Care

CEI will enter into amended contract renewals with the list of providers below to purchase Therapeutic Foster Care services and pay the rates listed below for any youth placed in their home for the retroactive period of October 1, 2022 through September 30, 2023.

Providers	Service Description	Code	Unit	Rate
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<ul style="list-style-type: none"> • Evonna Smith • Latasha Michelle Davis • Miranda and Kyle Cromer • Tahirih Morrison and Thelma Walker 	Therapeutic Foster Care	S5145	Per diem	\$75.00
	Residential Room and Board Age 0-12	S9976	Per diem	\$20.69
	Residential Room and Board Age 13-18	S9976	Per diem	\$24.71

Revenue Contract Renewal: The Right Door for Hope, Recovery and Wellness

With this contract renewal, CMHA-CEI will provide Crisis Stabilization Services to the consumers of The Right Door of Hope, Recovery and Wellness for the retroactive period of October 1, 2022 through September 30, 2023 and receive a per diem rate for the codes and rates below, not to exceed \$20,000.00/year for those services/goods.

Service Description	Code	Rate (per diem)
Residential Room and Board	S9976	\$25.00
Crisis Residential Services	H0018	\$429.56 (Total of \$454.56/day)

MOTION CARRIED unanimously.

Medicaid Revenue Update

Sue Panetta presented the update through October, the first month of the new fiscal year. We are still seeing a difference in the budget to actual because revenue is still above anticipated due to the PHE. Total for the month is \$694k over budget, which is not much different from what we have been seeing. Joe said the PHE was extended to March 31st, so he assumes the numbers will start coming down then? Sara and Sue said yes, they will. Sara said the State has said they may need to adjust rates after the PHE expires.

Unfinished Business:

Sue said this is an update to what was presented in August. The State has decided to allow CEI to use excess funds to cover CCBHC losses. Sue said the expenses were recalculated on a permanent basis, which is how Standard Cost Allocation will work moving forward. We now have a cost per minute in every service, which has been

applied in this report. Sue said the report shows that with what the State still owes us for CCBHC netted against current funds we would owe \$19M back to MSHN. Sue said she believes our books are now a lot cleaner than they were prior to the software shift to Connect.

New Business

None

Public Comment:

None

Adjournment:

The meeting was adjourned at 5:48 p.m. The next regularly scheduled Finance Committee meeting is December 14th, 2022 at 5:30 p.m., 812 E. Jolly Rd, Atrium.

Minutes Submitted by:

Darby Vermeulen
Finance Administrative Assistant