



PROGRAM AND PLANNING COMMITTEE

Meeting Minutes

Monday, November 13th, 2023

5:30 p.m.

812 E. Jolly Rd, Atrium

Lansing, MI 48910

Join Zoom Meeting

<https://zoom.us/j/94026869514>

Meeting ID: 940 2686 9514

Committee Members Present:

Raul Gonzales

Al Platt

Tim Hanna

Dianne Holman

Paul Palmer via Zoom – South Lansing, MI

Committee Members Excused:

Joe Brehler

Staff Present

Darby Vermeulen, Sara Lurie, Karla Block, Dr. Jennifer Stanley, Gwenda Summers,
Jana Baylis, Joyce Tunnard

Other Board Members Present:

None

Public Present:

Luna Brown - CAC

Others Present

None

Call to Order:

The meeting was called to order by Chairperson Raul Gonzales at 5:30 p.m.

Previous Meeting Minutes:

MOVED by Tim Hanna and SUPPORTED by Al Platt to approve the Program and Planning Committee meeting minutes of October 9th, 2023.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Tim Hanna and SUPPORTED by Al Platt to adopt the agenda of November 13th, 2023.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None

BUSINESS ITEMS:

New Expense Contract: HMCo Environmental Modification, Children's Supports Waiver (CSW)

Karla Block presented in John Peiffer's absence. She said we complete home and vehicle modifications on a regular basis.

ACTION:

MOVED by Al Platt and SUPPORTED by Tim Hanna that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a

new contract with HMCo at the total cost identified below for Environmental Modifications for the period of November 20, 2023 to May 30, 2024.

RATE SCHEDULE

Service	Company	Code & Modifier	Rate	Unit
Environmental Modification (Children’s Supports Waiver Service)	HMCo	S5165	\$12,062.20	Per Service

MOTION CARRIED unanimously.

New Expense Contract: Heartland Center for Autism (Child Caring Institute)

This is a residential support for children on the spectrum. The provider is fairly new; other CMHs have been using them. We don’t have many similar supports for autism.

ACTION:

MOVED by Al Platt and SUPPORTED by Dianne Holman that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a new contract with Heartland Center for Autism to purchase Autism Residential CLS (H2016) service and pay \$1400 per diem for the retroactive period of October 1, 2023 to September 30, 2024.

MOTION CARRIED unanimously.

New Expense Contract: Illuminate ABA Therapy

Karla said CEI is adding another provider to the ABA panel.

Luna said a concern from folks in the autism community is to make sure that punishment isn’t being used to correct behavior during ABA. She wants to ensure CEI isn’t using such providers. Karla fully agreed, and said her

predecessor very much held the philosophy of a “culture of gentleness”, and that philosophy continues today. CEI continues to vet providers to make sure they fit our culture.

ACTION:

MOVED by Tim Hanna and SUPPORTED by Al Platt that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract with Ivy Rehab for Kids to provide the services at the rates listed below, for the retroactive period of October 19, 2023 through September 30, 2024.

ABA Service Rates									
Code	Modifier	Service Description	Reporting Units	Provider Type	BCBA	BCaBA	QBHP	LP/LLP	BT
97151	AH, HN, HO, HP, U5	ABA Behavior Identification Assessment	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
0362T	AF, AG, AH, HN, HO, HP, SA	ABA Behavioral Follow-up Assessment	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97153	AF, AG, AH, HM, HN, HO, HP, SA, TD, U7	ABA Adaptive Behavior Treatment, individual	Per 15 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$15.90	\$15.90	\$15.90	\$15.90	\$14.03
97154	AF, AG, AH, HM, HN, HO, HP, TD, SA, UN, UP, UQ, UR, US, U7	ABA Group Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$5.19	\$5.19	\$5.19	\$5.19	\$4.83
97155	AH, HN, HO, HP, AF, AG, SA	ABA Clinical Observation and Direction of Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	

97156	AH, HN, HO, HP, AF, AG, SA	ABA Family Behavior Treatment Guidance	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97157	AH, HN, HO, HP, AF, AG, SA, UN, UP, UQ, UR, US	ABA Multiple Family Behavior Treatment Guidance	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$12.00	\$8.50	\$12.00	\$12.00	
97158	AH, HN, HO, HP, AF, AG, SA, UN, UP, UQ, UR, US	ABA Adaptive Behavior Treatment Social Skills Group	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$8.57	\$6.07	\$8.57	\$8.57	
0373T	AF, AG, AH, HM, HN, HO, HP, SA	ABA Exposure Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$30.90	\$22.25	\$30.90	\$30.90	\$28.40

MOTION CARRIED unanimously.

New Expense Contract: Haven is Your Home Care

Gwenda Summers presented this new contract for another CLS provider. Gwenda said Families Forward is beginning to branch out to use contracted providers and not only in-house providers.

ACTION:

MOVED by Tim Hanna and SUPPORTED by Dianne Holman that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a new contract with Haven is Your Home Care to purchase services Community Living Supports (CLS), Respite Services, and other services as indicated at the rates below for the retroactive period of October 1, 2023 through September 30, 2024.

Service Title	Billing Code	Modifier	Modifier	Modifier	Unit	Rate
CLS - Level 1	H2015				15 Minute	\$5.66
CLS - Level 1, 2 Consumers Served	H2015	UN			15 Minute	\$3.38
CLS - Level 1, 3 Consumers Served	H2015	UP			15 Minute	\$2.64
CLS - Level 1, 4 Consumers Served	H2015	UQ			15 Minute	\$2.30
CLS - Level 1, 5 Consumers Served	H2015	UR			15 Minute	*\$2.30 x 4/5
CLS - Level 1, 6+ Consumers Served	H2015	US			15 Minute	*\$2.30 x 4/Number of Consumers Served
CLS - Level 2 Specialized	H2015				15 Minute	\$6.26
CLS - Level 2 Specialized, 2 Consumers Served	H2015	UN			15 Minute	\$3.69
CLS - Level 2 Specialized, 3 Consumers Served	H2015	UP			15 Minute	\$2.86
CLS - Level 2 Specialized, 4 Consumers Served	H2015	UQ			15 Minute	\$2.46
CLS - Level 2 Specialized, 5 Consumers Served	H2015	UR			15 Minute	*\$2.46 x 4/5
CLS - Level 2 Specialized, 6+ Consumers Served	H2015	US			15 Minute	*\$2.46 x 4/Number of Consumers Served
CLS - Level 1 – Holiday **	H2015	TV			15 Minute	\$7.78
CLS - Level 1, 2 Consumers Served – Holiday **	H2015	TV	UN		15 Minute	\$4.62
CLS - Level 1, 3 Consumers Served - Holiday **	H2015	TV	UP		15 Minute	\$3.51
CLS - Level 1, 4 Consumers Served - Holiday **	H2015	TV	UQ		15 Minute	\$2.98

CLS - Level 1, 5 Consumers Served - Holiday **	H2015	TV	UR		15 Minute	*\$2.98 x 4/5
CLS - Level 1, 6+ Consumers Served - Holiday **	H2015	TV	US		15 Minute	*\$2.98 x 4/Number of Consumers Served
CLS - Level 2 Specialized - Holiday **	H2015	TV			15 Minute	\$8.72
CLS - Level 2 Specialized, 2 Consumers Served - Holiday **	H2015	TV	UN		15 Minute	\$5.08
CLS - Level 2 Specialized, 3 Consumers Served - Holiday **	H2015	TV	UP		15 Minute	\$3.82
CLS - Level 2 Specialized, 4 Consumers Served - Holiday **	H2015	TV	UQ		15 Minute	\$3.24
CLS - Level 2 Specialized, 5 Consumers Served - Holiday **	H2015	TV	UR		15 Minute	*\$3.24 x 4/5
CLS - Level 2 Specialized, 6+ Consumers Served - Holiday **	H2015	TV	US		15 Minute	*\$3.24 x 4/Number of Consumers Served
CLS - Level 1, Night	H2015	UJ			15 Minute	\$5.66
CLS - Level 1, 2 Consumers Served, Night	H2015	UN	UJ		15 Minute	\$3.38
CLS - Level 1, 3 Consumers Served, Night	H2015	UP	UJ		15 Minute	\$2.64
CLS - Level 1, 4 Consumers Served, Night	H2015	UQ	UJ		15 Minute	\$2.30
CLS - Level 1, 5 Consumers Served, Night	H2015	UR	UJ		15 Minute	*\$2.30 x 4/5

CLS - Level 1, 6+ Consumers Served, Night	H2015	US	UJ		15 Minute	*\$2.30 x 4/Number of Consumers Served
CLS - Level 2 Specialized, Night	H2015	UJ			15 Minute	\$6.26
CLS - Level 2 Specialized, 2 Consumers Served, Night	H2015	UN	UJ		15 Minute	\$3.69
CLS - Level 2 Specialized, 3 Consumers Served, Night	H2015	UP	UJ		15 Minute	\$2.86
CLS - Level 2 Specialized, 4 Consumers Served, Night	H2015	UQ	UJ		15 Minute	\$2.46
CLS - Level 2 Specialized, 5 Consumers Served, Night	H2015	UR	UJ		15 Minute	*\$2.46 x 4/5
CLS - Level 2 Specialized, 6+ Consumers Served, Night	H2015	US	UJ		15 Minute	*\$2.46 x 4/Number of Consumers Served
CLS - Level 1 - Holiday, Night **	H2015	TV	UJ		15 Minute	\$7.78
CLS - Level 1, 2 Consumers Served - Holiday, Night **	H2015	TV	UN	UJ	15 Minute	\$4.62
CLS - Level 1, 3 Consumers Served - Holiday, Night **	H2015	TV	UP	UJ	15 Minute	\$3.51
CLS - Level 1, 4 Consumers Served - Holiday, Night **	H2015	TV	UQ	UJ	15 Minute	\$2.98
CLS - Level 1, 5 Consumers Served - Holiday, Night **	H2015	TV	UR	UJ	15 Minute	*\$2.98 x 4/5
CLS - Level 1, 6+ Consumers Served - Holiday, Night **	H2015	TV	US	UJ	15 Minute	*\$2.98 x 4/Number of Consumers Served

CLS - Level 2 Specialized - Holiday, Night **	H2015	TV	UJ		15 Minute	\$8.72
CLS - Level 2 Specialized, 2 Consumers Served - Holiday, Night **	H2015	TV	UN	UJ	15 Minute	\$5.08
CLS - Level 2 Specialized, 3 Consumers Served - Holiday, Night **	H2015	TV	UP	UJ	15 Minute	\$3.82
CLS - Level 2 Specialized, 4 Consumers Served - Holiday, Night **	H2015	TV	UQ	UJ	15 Minute	\$3.24
CLS - Level 2 Specialized, 5 Consumers Served - Holiday, Night **	H2015	TV	UR	UJ	15 Minute	*\$3.24 x 4/5
CLS - Level 2 Specialized, 6+ Consumers Served - Holiday, Night **	H2015	TV	US	UJ	15 Minute	*\$3.24 x 4/Number of Consumers Served
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1	T2027				15 Minute	\$5.66
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 2 Consumers Served	T2027	UN			15 Minute	\$3.38
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 3 Consumers Served	T2027	UP			15 Minute	\$2.64
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 4 Consumers Served	T2027	UQ			15 Minute	\$2.30

OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 5 Consumers Served	T2027	UR			15 Minute	*\$2.30 x 4/5
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 6+ Consumers Served	T2027	US			15 Minute	*\$2.30 x 4/Number of Consumers Served
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2	T2027				15 Minute	\$6.26
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 2 Consumers Served	T2027	UN			15 Minute	\$3.69
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 3 Consumers Served	T2027	UP			15 Minute	\$2.86
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 4 Consumers Served	T2027	UQ			15 Minute	\$2.46
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 5 Consumers Served	T2027	UR			15 Minute	*\$2.46 x 4/5
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 6+ Consumers Served	T2027	US			15 Minute	*\$2.46 x 4/Number of Consumers Served

OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1 - Holiday **	T2027	TV			15 Minute	\$7.78
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 2 Consumers Served - Holiday **	T2027	UN	TV		15 Minute	\$4.62
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 3 Consumers Served - Holiday **	T2027	UP	TV		15 Minute	\$3.51
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 4 Consumers Served - Holiday **	T2027	UQ	TV		15 Minute	\$2.98
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 5 Consumers Served - Holiday **	T2027	UR	TV		15 Minute	*\$2.98 x 4/5
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 1, 6+ Consumers Served - Holiday **	T2027	US	TV		15 Minute	*\$2.98 x 4/Number of Consumers Served
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2 - Holiday **	T2027	TV			15 Minute	\$8.72
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 2 Consumers Served - Holiday **	T2027	UN	TV		15 Minute	\$5.08

OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 3 Consumers Served - Holiday **	T2027	UP	TV		15 Minute	\$3.82
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 4 Consumers Served - Holiday **	T2027	UQ	TV		15 Minute	\$3.24
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 5 Consumers Served - Holiday **	T2027	UR	TV		15 Minute	*\$3.24 x 4/5
OVERNIGHT HEALTH AND SAFETY SUPPORTS - Level 2, 6+ Consumers Served - Holiday **	T2027	US	TV		15 Minute	*\$3.24 x 4/Number of Consumers Served
RESPIRE - Level 1	T1005	HM			15 Minute	\$5.66
RESPIRE - Level 1, 2 Consumers Served	T1005	HM	UN		15 Minute	\$3.38
RESPIRE - Level 1, 3 Consumers Served	T1005	HM	UP		15 Minute	\$2.64
RESPIRE - Level 1, 4 Consumers Served	T1005	HM	UQ		15 Minute	\$2.30
RESPIRE - Level 1, 5 Consumers Served	T1005	HM	UR		15 Minute	*\$2.30 x 4/5
RESPIRE - Level 1, 6+ Consumers Served	T1005	HM	US		15 Minute	*\$2.30 x 4/Number of Consumers Served
RESPIRE - Level 2 Specialized	T1005	HM			15 Minute	\$6.26
RESPIRE - Level 2 Specialized, 2 Consumers Served	T1005	HM	UN		15 Minute	\$3.69
RESPIRE - Level 2 Specialized, 3 Consumers Served	T1005	HM	UP		15 Minute	\$2.86

RESPIRE - Level 2 Specialized, 4 Consumers Served	T1005	HM	UQ		15 Minute	\$2.46
RESPIRE - Level 2 Specialized, 5 Consumers Served	T1005	HM	UR		15 Minute	*\$2.46 x 4/5
RESPIRE - Level 2 Specialized, 6+ Consumers Served	T1005	HM	US		15 Minute	*\$2.46 x 4/Number of Consumers Served
RESPIRE - Level 1 - Holiday **	T1005	HM	TV		15 Minute	\$7.78
RESPIRE - Level 1, 2 Consumers Served - Holiday **	T1005	HM	TV	UN	15 Minute	\$4.62
RESPIRE - Level 1, 3 Consumers Served - Holiday **	T1005	HM	TV	UP	15 Minute	\$3.51
RESPIRE - Level 1, 4 Consumers Served - Holiday **	T1005	HM	TV	UQ	15 Minute	\$2.98
RESPIRE - Level 1, 5 Consumers Served - Holiday **	T1005	HM	TV	UR	15 Minute	*\$2.98 x 4/5
RESPIRE - Level 1, 6+ Consumers Served - Holiday **	T1005	HM	TV	US	15 Minute	*\$2.98 x 4/Number of Consumers Served
RESPIRE - Level 2 Specialized - Holiday **	T1005	HM	TV		15 Minute	\$8.72
RESPIRE - Level 2 Specialized, 2 Consumers Served - Holiday **	T1005	HM	TV	UN	15 Minute	\$5.08
RESPIRE - Level 2 Specialized, 3 Consumers Served - Holiday **	T1005	HM	TV	UP	15 Minute	\$3.82
RESPIRE - Level 2 Specialized, 4 Consumers Served - Holiday **	T1005	HM	TV	UQ	15 Minute	\$3.24

RESPTTE - Level 2 Specialized, 5 Consumers Served - Holiday **	T1005	HM	TV	UR	15 Minute	*\$3.24 x 4/5
RESPTTE - Level 2 Specialized, 6+ Consumers Served - Holiday **	T1005	HM	TV	US	15 Minute	*\$3.24 x 4/Number of Consumers Served

Rates are dependent on the support needs of the Consumer served as established by the CMHA-CEI Level of Care.

Rates include transportation cost associated with transporting consumer to/from appointments, outings, etc.

For consumers that are not enrolled in the Habilitation Supports Waiver, use modifier UJ with H2015 for CLS provided during consumer sleep hours at night, effective 1/1/2021.

For consumers with the Habilitation Supports Waiver, T2027 must be reported during the consumer's usual sleep hours.

*Rate varies depending on the number of Consumers served.

**Recognized Holidays: New Year's Day, Easter, Memorial Day, July 4, Labor Day, Thanksgiving, Christmas Day.

Additional Compensation for Provider Direct Care Workers Program:

Rates above reflect the Direct Care Workers wage adjustment of \$3.20/hour (three dollars and twenty cents per hour) plus 12% admin load to cover taxes, fringes and administrative costs.

Provider agrees to follow the guidelines, documentation and reporting requirements in accordance with the MSHN and MDHHS for the Additional Compensation for Direct Care Workers wage adjustment.

In all cases, the Provider's direct care worker employee(s) receiving the increase must be delivering services during the eligibility period determined by MDHHS. Employee(s) not delivering the eligible service code services are excluded.

Per diem adjustments (or unit rate adjustments in the case of time-based units of service) provided under this program are subject to offset against any state, federal or other funds received by the provider for the same purpose over the same period of time.

MOTION CARRIED unanimously.

New Revenue Contract: Lansing School District – ICYOU

Gwenda said CEI is receiving funding from the LSD to provide services in the district.

ACTION:

MOVED by Al Platt and SUPPORTED by Tim Hanna that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a

new contract with the Lansing School District to provide 1.0 FTE Client Services Specialist/Youth Engagement Specialist to Lansing School District for the retroactive period of October 1, 2023 through September 30, 2024 and receive \$96,703 for those services.

Unfinished Business

a. Strategic Planning Update

Sara said last month, she gathered input from this group and over the course of the last month has been reviewing it with the Directors Group and incorporating it along with feedback from managers. It has taken a bit longer to get through all of the goal areas and review everything with directors. Jan Urban Lurain is coming to meet with the group again next week; after that, a draft will be created to get additional input from CAC, DAC, and the draft will potentially come to the P&P and Finance Committee combined meeting on December 11th. Hopefully by January, the Board will be ready to approve the plan. Sara said this is only about a month behind the normal schedule. She said she thinks it works better to add this to the CAC December agenda because they have been more focused on the Board Dialogue conversations over the last several months.

b. CAC/Board Dialogue Update

Sara created a document with the most recent discussions from the 11/2 CAC meeting. During that meeting, she asked Board members to refrain from sharing their own thoughts and opinions because she wanted this driven by the CAC.

Sara noted that no immediate changes are required as new CCBHC Cert. requirements don't go into effect until September 2024. The certification language is helpful in providing more guidance than there was in previous cert. requirements. The group landed on two models, either of which would adequately meet the requirements for ongoing certification.

Paul Palmer entered the meeting at 5:52 pm.

One recommendation that Sara heard is that two CAC liaisons to the Board of Directors will rotated quarterly.

Another key area of discussion was which of the two models the CAC wanted to recommend to the Board.

One model was giving input to the Board on items they will be addressing each month, which will become the sole focus of CAC meeting. This would require that the CAC meeting be moved closer to the Board meeting.

The second model, which is more similar to what is currently happening, would be a partial focus of CAC meetings being generating input to give to the Board.

Secondary items to decide included the CAC meeting format, referring to whether the group should be required to attend in person or if it can remain a hybrid meeting. The group wanted to continue the current format.

Sara hasn't written up the recommendations yet. She will write them up and send to the CAC in their packets for a final discussion in December.

Dianne cautioned on getting too far into the weeds of the structure and formatting of meetings and keeping the focus on the content of the meetings.

Luna wanted to clarify that the main liaison would attend regularly, and the alternate could attend when needed and understand the roles of the main liaison if the main liaison leaves.

Sara said overall, there was a lot of good conversation and engagement. She is hopeful that this relationship will lead to positive things.

New Business

Darby let Luna know where to find the P&P packets and agendas. Luna suggested adding the link to the calendar pages. Darby will speak with IS to see if they can add the committee packet links to the calendar page.

Public Comment:

None

The meeting was adjourned at 6:12 p.m. The next regularly scheduled Program and Planning Committee meeting is Monday, December 11th, 2023 at 5:30pm, 812 E. Jolly Rd, Atrium.

Minutes Submitted by:

Darby Vermeulen
Finance Administrative Assistant