



Finance Committee Members:

Tim Hanna, Chairperson  
Joe Brehler, Vice Chairperson  
Paula Yensen  
Raul Gonzales  
Dwight Washington  
Ryan Sebolt

**FINANCE COMMITTEE AGENDA**

**Wednesday, September 11<sup>th</sup>, 2024**

**5:30 p.m.**

**812 E. Jolly Rd, Atrium**

**Lansing, MI 48910**

**Join Zoom Meeting**

**<https://zoom.us/j/98547470124>**

**Meeting ID: 985 4747 0124**

**\*Action Items**

- 1. Call to Order**
- 2. Previous Meeting Minutes – August 14<sup>th</sup>, 2024**
- 3. Adoption of Agenda**
- 4. Public Comment on Agenda Items**

**BUSINESS ITEMS:**

- \*5. Expense Lease Renewal: SIP, Kaynorth Apartments – John Peiffer**
- \*6. Revenue Lease Renewal: Coulson Ct. – John Peiffer**
- \*7. Expense Contract Renewals: 7CLingo, Deaf Community Advocacy Network (Deaf C.A.N.!), and Voices for Health – Elise Magen**
- \*8. Expense Contract Renewals: Jessica Wilcoxon & The Arc of Bay County – Elise Magen**
- \*9. Expense Contract Renewal: Productive Corporation – Joanne Holland**
- \*10. Expense Contract Renewal: Insight, VMWare Reseller – Joanne Holland**

*If you need accommodations in order to fully participate in this meeting, please call 517-346-8238. If, however, you are deaf/hard of hearing or deaf/blind, please call Michigan Relay Center, TTY/Voice by dialing 711 or 844-578-6563 and ask them to forward your message to the above number. Requests must be made no later than 48 hours prior to the meeting. This meeting is open to all members of the public under Michigan's Open Meetings Act.*

- \*11. Expense Contract: Dell Computer – Joanne Holland**
- \*12. Expense Contract Renewal: Streamline Healthcare Solutions, LLC  
– Joanne Holland**
- \*13. Revenue Contract Renewal: MidState Health Network – Joanne Holland**
- \*14. Expense Contract Renewal: Lynn Roper, Psychologist LLP – Karla Block**
- \*15. Expense Contract Renewal: Residential Opportunities, Inc. – Karla Block**
- \*16. Expense Contract Renewal: Michigan Department of Labor and Economic  
Opportunity – Michigan Rehabilitation Services – Karla Block**
- \*17. Revenue Contract Renewal: Peckham, Inc. – Karla Block**
- \*18. Expense Contract Renewals: Partial Hospitalization – Shana Badgley**
- \*19. Expense Contract Renewal: Residential Type A Non-Standard – Hope  
Network Behavioral Health Services – Shana Badgley**
- \*20. Expense Contract Renewal: Residential Type A Non-Standard – Beacon  
Specialized Living Services, Inc. – Shana Badgley**
- \*21. Revenue Contract Renewal: McLaren - Greater Lansing – Shana Badgley**
- \*22. Revenue Contract Renewal: Veterans System of Care Grant – Michigan  
Department of Health and Human Services – Shana Badgley**
- \*23. Revenue Contract Renewal: Michigan Department of Health and Human  
Services (MDHHS) - Behavioral Health Workforce Stabilization Support  
– Shana Badgley**
- \*24. Revenue Contract Renewal: Michigan Department of Health and Humans  
Services, Comprehensive Services for Behavioral Health, Hispanic  
Behavioral Health Services – Shana Badgley**
- \*25. Expense Contract Renewal: McBride Quality Care Services, Inc. –Youth  
Overnight Respite – Gwenda Summers**

- \*26. Expense Contract Renewal: Beacon Specialized Living Services, Inc. – Crisis Residential – Gwenda Summers**
- \*27. Expense Contract Renewal: Wilson Counseling & Consulting, LLC (Kelly Wilson) – Gwenda Summers**
- \*28. Expense Contract Renewal: Michael Gomez – Gwenda Summers**
- \*29. Expense Contract Renewal: Jennifer Wilgocki – Gwenda Summers**
- \*30. Expense Contract Renewal: Cognitive & Behavioral Consultants – Gwenda Summers**
- \*31. Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Infant and Early Childhood Mental Health Consultation in Child Care – Gwenda Summers**
- \*32. Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) Coordination & Training – Gwenda Summers**
- \*33. Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Mental Health Access and Juvenile Justice Diversion – Gwenda Summers**
- \*34. Revenue Contract Renewal: Eaton Truancy Intervention Program – Gwenda Summers**
- \*35. Revenue Contract Renewal: Clinton County Regional Educational Services Agency (RESA) – Gwenda Summers**
- \*36. Expense Contract Renewal: Metaformers Inc. – Sue Panetta**
- \*37. Expense Contract Renewal: Metaformers for Oracle America, Inc. – Cloud Services Agreement – Sue Panetta**
- \*38. Expense Contract Renewals: Michigan Department of Health and Human Services (MDHHS) Donated Funds Agreements (DFA) - Eligibility Specialists – Sue Panetta**

- 39. Budget Update for Fiscal Year 2024/2025 – Sue Panetta**
- 40. Unfinished Business**
  - a. Approval of the August 14<sup>th</sup>, 2024 Closed Session Minutes (Closed Session)**
- 41. New Business**
- 42. Public Comment**
- 43. Adjournment**



**FINANCE COMMITTEE**  
**Meeting Minutes**  
**Wednesday, August 14<sup>th</sup>, 2023**  
**5:30 p.m.**  
**812 E. Jolly Rd, Atrium**  
**Lansing, MI 48910**

**Join Zoom Meeting**  
<https://zoom.us/j/98547470124>  
**Meeting ID: 985 4747 0124**

**Committee Members Present:**

**Tim Hanna**  
**Paula Yensen**  
**Raul Gonzales**  
**Joe Brehler**

**Committee Members Excused:**

**Ryan Sebolt**  
**Dwight Washington**

**Staff Present**

**Darby Vermeulen, Sara Lurie, Sue Panetta, Brian Filipiak, John Peiffer, Dr. Jennifer Stanley, Jana Baylis, Joanne Holland, Amy Rottman, Karla Block, Gwenda Summers, Shana Badgley**

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Finance Committee Meeting  
August 14<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

**Other Board Members Present:**

None

**Public Present:**

Sharon Taylor – Local 459

**Others Present**

None

**Call to Order:**

The meeting was called to order by Chairperson Tim Hanna at 5:30 p.m.

**Previous Meeting Minutes:**

MOVED by Paula Yensen and SUPPORTED by Raul Gonzales to approve the Finance Committee meeting minutes of July 10<sup>th</sup>, 2024.

MOTION CARRIED unanimously.

**Adoption of Agenda:**

MOVED by Raul Gonzales and SUPPORTED by Joe Brehler to adopt the agenda of August 14<sup>th</sup>, 2024.

MOTION CARRIED unanimously.

**Public Comment on Agenda Items:**

Sharon Taylor, OPEIU Local 459 – Sharon said economic negotiations are beginning, as everyone knows. She would like the committee to remember the employees during these discussions and to offer the largest raise possible to employees. There are lots of vacant positions and having competitive wages helps to better serve the community. Sharon asked that the Finance Committee give Jana Baylis and Brian Filipiak guidance on the negotiations.

**BUSINESS ITEMS:**

**Revenue Lease Contract Extensions: Type B Group Homes, Service Providers**

John Peiffer presented this lease renewal for 29 homes.

**ACTION:**

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into and fully execute 29 revenue lease contracts in order to lease property (as Landlord) to Type B Service Provider's (as Tenant) for them to occupy (29) CMHA-CEI property locations for a period of three years from October 1, 2024 through September 30, 2027 at the rental rates as indicated in the attached spreadsheet.

MOTION CARRIED unanimously.

**New Expense Contracts: 3200 Remy Project**

John Peiffer presented this item for renovations at CEI's Remy location.

**ACTION:**

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into new expense contracts for an approximate project budget cost of \$134,623.30 for the 3200 Remy Drive renovation project.

MOTION CARRIED unanimously.

**New Expense Contract: Insight Direct**

Joanne Holland said a few months ago, she updated the Finance Committee on the Electronic Visit Verification that is coming to Michigan. The new launch date is now between 9/16 and 10/7, so we received a few extra weeks to get this in place.

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to purchase Samsung tablets from Insight at the cost of \$96,300.00.

**MOTION CARRIED** unanimously.

**New Expense Contract: Jackson Physician Search, LLC**

Dr. Stanley shared that with the recent passing of Dr. Liu, we only have one child psychiatrist on staff. We have an ongoing need for adult psychiatry as well, and with the CSU coming, it was decided that CEI would need help in locating psychiatrists. Dr. Stanley noted that physician recruitment is expensive. She also said that JPS does recruit nationally.

**ACTION:**

**MOVED** by Raul Gonzales and **SUPPORTED** by Joe Brehler that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a new contract with Jackson Physician Search, LLC to purchase job recruitment services for psychiatrists from Jackson Physician Search, LLC and pay as follows: a Search Initiation Fee of \$3,000, a Monthly Advertising & Sourcing Investment Fee of \$3,000/month, and a Placement Fee of \$18,000. The placement fee is due upon written acceptance of the opportunity from the Psychiatrist Candidate. An Additional Early Completion Bonus of \$5,000 must be paid for each position filled within 120 days. The contract runs for the retroactive period of July 24, 2024 to July 23, 2025.

**MOTION CARRIED** unanimously.

**Expense Contract Renewals**

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

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**Expense Contract Renewal: Applied Behavioral Analysis (ABA) Services**  
**Under this contract renewal, CEI will purchase services from the agencies listed below at the rates indicated for the period of October 1, 2024 through September 30, 2025.**

<b>Agency Name</b>	<b>Address</b>
ABA Insight, LLC	6520 Mercantile Way, Suite 5 Lansing, MI 48911
ABA Pathways, LLC	P.O. Box 633 Lakeland, MI 48143
Acorn Health of Michigan, LLC DBA Autism Centers of Michigan	1500 Douglas Rd. Ste. 230 Traverse City, MI 49696
Advance ABA Care, LLC DBA Advance ABA Care	2021 Monroe St., Suite 304 Dearborn, MI 48124
Autism Spectrum Therapies, LLC	251 N. Rose Street, Suite 200 Kalamazoo, MI 49007
Centria Healthcare, LLC	27777 Inkster Road, Suite 100 Farmington Hills, MI 48334
Comprehensive Speech and Therapy Center, Inc.	1001 Laurence Ave. Jackson, MI 49202
Gateway Pediatric Therapy, LLC	32100 Telegraph Road, Suite 185 Bingham Farms, MI 48025
Hope Network Behavioral Health Services	3075 Orchard Vista Dr. SE Grand Rapids, MI, 49546
Illuminate ABA Services LLC DBA Illuminate ABA Therapy	2733 A East 12th Street Brooklyn, NY 11230
IVYREHAB Michigan, LLC	1161 E. Clark Rd. DeWitt, MI 48820
Michigan State University – Early Learning Institute	620 Farm Lane, Room 212 East Lansing, MI 48824
Next Gen Therapy, LLC	6102 Abbot Road East Lansing, MI 48823
Positive Behavior Support Corporation	400 Renaissance Ctr., Suite 2600 Detroit, MI 48243

Professional Rehabilitation Services, Inc. DBA Rebound Home and Community Therapy	4234 Cascade Rd. SE Grand Rapids, MI 49546
Residential Options, Inc.	2400 Science Parkway Okemos, MI 48864
SenseSational Learning Group L.L.C.	3621 Marion Lane Las Cruces, NM 88012

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	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	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	Per 15 minutes	BCBA, BCaBA,	\$30.00	\$21.25	\$30.00	\$30.00	

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		Treatment Guidance		QBHP, or LP/LLP					
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	\$22.15	\$30.90	\$30.90	\$28.40

\*Place of Service (POS) Code 02 for Telehealth

Place of Service (POS) Code 10 for Telehealth Provided in Patient's Home

**Expense Contract Renewal: Flatrock Manor Inc. (Community Living Supports)**

**CEI will enter into a contract renewal with Flatrock Manor Inc. to purchase services indicated at the rates below for the period of October 1, 2024 through September 30, 2025.**

Unlicensed Facility(ies)	
Name	Address
Flatrock Manor of Kenneth	1426 Kenneth St. Burton, MI 48529
Flatrock Manor of Whistle Stop	2400 Whistle Stop Holly, MI 48442
Flatrock Manor of Woodlawn South	1301 Woodlawn Park Drive Flint, MI 48503

Service Title	Billing Code	Modifier	Unit	Rate
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Community Living Supports 96 Units Per Day*	H2015	UN/UP/UQ/UR /US	15 Minutes	\$5.62
Community Living Supports 64 Units Per Day*	H2015	UN/UP/UQ/UR /US	15 Minutes	\$8.43
Overnight Health and Safety Supports 96 Units Per Day	T2027	UN/UP/UQ/UR /US	15 Minutes	\$5.62
Overnight Health and Safety Supports 64 Units Per Day	T2027	UN/UP/UQ/UR /US	15 Minutes	\$8.43
Targeted Case Management	T1017	AF/AG/AH/HO /HN/HP/SA/H M/TD	15 Minutes (4 units per month)	\$77.25
Community Living Supports 1:1 24 Hours Per Day*	H2015	UN/UP/UQ/UR /US	15 Minutes	\$12.16
Overnight Health and Safety Supports 1:1 24 Hours Per Day	T2027	UN/UP/UQ/UR /US	15 Minutes	\$12.16

\*Rate includes transportation cost associated with transporting consumer to/from appointments, outings, etc.

### **Expense Contract Renewals: Activity Therapy**

**Under these contracts, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Activity Therapy, for the period of October 1, 2024 through September 30, 2025 from the following agencies at the rates listed below.**

Agency Name	Address	Service
Advanced Therapeutic Solutions LLC	7794 Paint Creek Dr. Ypsilanti, MI 48917	Activity Therapy- Recreation
Michigan State University - Community Music School	4930 South Hagadorn East Lansing, MI 48823	Activity Therapy-Music

Service Description	CPT (Billing) Code	Unit	Rate
Activity Therapy (Recreation Therapy)	G0176 HN	*Per session, 45 minutes or more	\$93.24
Activity Therapy (Music Therapy)	G0176 HN	*Per session, 45 minutes or more	\$93.24

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Activity Therapy (Art Therapy)	G0176 HO	*Per session, 45 minutes or more	\$93.24
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\*SEDW: 12 Session per Month; Child Waiver: 4 Sessions per Month per Type (music, recreation, art therapy) regardless of weeks in a month.

**MOTION CARRIED unanimously.**

**Revenue Contract Renewals**

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

**Revenue Contract Renewal: City of Lansing**

**Under this contract renewal, CEI will Provide Medically Managed Intensive Inpatient Detoxification services for up to 25 City of Lansing residents and receive funding for these services. This contract covers the retroactive period of July 1, 2024 through June 30, 2025 and receive funding for those services.**

**Revenue Contract Renewal: Clinton County Jail Behavioral Health Screening**

**CMHA-CEI will enter into a contract renewal with Clinton County for emergency behavioral health screening services within the Clinton County Jail for the period of October 1, 2024 through September 30, 2025 and receive yearly funding for those services.**

**Revenue Contract Renewal: Ingham County Health Department Collaborative Services and Referral Agreement**

**With this contract renewal, CMHA-CEI will provide mental health therapist services for the Ingham County Health Department and receive funding for the period of October 1, 2024 through September 30, 2025.**

**MOTION CARRIED unanimously.**

**Expense Contract Renewal: Safehaus**

Gwenda Summers presented this contract renewal.

**ACTION:**

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract renewal with Safehaus Inc. to purchase Crisis Residential Services for the period of October 1, 2024 through September 30, 2025 and pay a per diem rate of \$596.02 for any placed youth.

Service Description	Billing Code	Unit	Rate
Crisis Residential Services	H0018	Per Diem	\$596.02

**Revenue Contract Renewal: Lansing School District – ICYOU**

Gwenda Summers presented this renewal with LSD.

**ACTION:**

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract renewal with the Lansing School District to provide 1.0 FTE Client Services Specialist/Youth Engagement Specialist and 0.05 FTE Coordinator 2A staff to Lansing School District for the period of October 1, 2024 through September 30, 2025 and receive funding for those services.

MOTION CARRIED unanimously.

**Contract Renewals**

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

**Expense Contract Renewals: Ambulance Services**

**CEI will renew the contracts with Lansing Mercy Ambulance Service, Inc. and Patriot Ambulance Service, Inc. and pay per the rate schedule below for the period of October 1, 2024 through September 30, 2025.**

<b>Provider</b>	<b>Billing Code</b>	<b>Service Description</b>	<b>Unit</b>	<b>Rate</b>
Lansing Mercy Ambulance Service, Inc.	A0425	Mileage (per loaded mile)	Miles	\$8.54
Lansing Mercy Ambulance Service, Inc.	A0428	Ambulance Service (Basic Life Support)	Items	\$265.54
Lansing Mercy Ambulance Service, Inc.	A0426	Ambulance Service (Advance Life Support)	Items	\$328.31
Patriot Ambulance Service, Inc.	A0425	Mileage (per loaded mile)	Miles	\$8.54
Patriot Ambulance Service, Inc.	A0428	Ambulance Service (Basic Life Support)	Items	\$265.54
Patriot Ambulance Service, Inc.	A0426	Ambulance Service ( Advance Life Support)	Items	\$328.31

**Expense Contract Renewal: Residential Type A Non-Standard – Flatrock Manor, Inc.**

**Under this contract renewal, CEI will purchase services from Flatrock Manor, Inc.; in addition to the provider’s other licensed Adult Foster Care facilities as requested and approved by management to meet consumer need, for the term of October 1, 2024 through September 30, 2025.**

<b>Facility(ies)</b>		
<b>Name</b>	<b>Address</b>	<b>License Number</b>
Brandon West	300 Sleepy Hollow Brandon, MI 48462	AS630396128
Brookwood	5408 Brookwood Dr. Burton, MI 48609	AS250407224

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Burton West	1345 Connell St. Burton, MI 48529	AL250388516
Fenton North	17600 Silver Parkway, Suite 1 Fenton, MI 48430	AM250402508
Flint Township North	2360 Stonebridge Drive Flint, MI 48532	AM250388519
Flint Township South	2360 Stonebridge Drive, Suite B Flint, MI 48532	AS250408011
Heatherwoode	1115 Heatherwoode Road Flint, MI 48532	AS250398408
Lippincott	4408 Lippincott Blvd. Burton, MI 48519	AS250406894
Ortonville	12399 Ray Road, Ortonville, MI 48462	AS250388491

<b>Service Description</b>	<b>Billing Code(s)</b>	<b>Modifier</b>	<b>Unit</b>	<b>Rate</b>
Personal Care and Community Living Supports	H2016/T1020		Per Diem	\$539.24
1:1 Services – 8 hours per day	H2016/T1020		Per Diem	An additional \$209.44 per day
1:1 Service – 16 hours per day	H2016/T1020		Per Diem	An additional \$418.88 per day
1:1 Service – 24 hours per day	H2016/T1020		Per Diem	An additional \$628.32 per day
Targeted Case Management	T1017	AF/AG/AH/HO /HN/HP/SA /HM/TD	15 Minutes	\$77.25



**Revenue Contract Renewal: City of Lansing – Bridges Crisis Unit**

Shana Badgley presented this item with the City of Lansing within which CEI will continue to serve consumers in the City of Lansing for crisis stabilization needs. This contract is for the retroactive period of July 1, 2024 through June 30, 2025 and CEI will receive funding to help cover General Fund costs of Bridges Crisis Unit.

MOTION CARRIED unanimously.

**Expense Contract Renewals**

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

**Expense Contract Renewal: AM Health Processing PLLC (Dr. Hien Nguyen)**

CEI will enter into a contract renewal with AM Health Processing PLLC (Dr. Hien Nguyen) to purchase psychiatric services for the period of October 1, 2024 to September 30, 2025 and pay \$220/hour for those services, for up to 19 hours per week on average.

**Expense Contract Renewal: Joel Sanchez, MD**

CEI will enter into a contract renewal with Joel Sanchez, MD to purchase psychiatric services for the period of October 1, 2024 to September 30, 2025 and pay \$180/hour for those services for up to an average of 19 hours/week, not including pay for on-call time, generally no more than 8 hours per week.

**Expense Contract Renewal: Rita Aouad, MD, PLC**

With this contract renewal, CEI will purchase psychiatric services from Rita Aouad, MD, PLC for the period of October 1, 2024 to September 30, 2025 and pay \$206/hour for up to 19 hours per week

**Expense Contract Renewal: Sound of Mind PLLC (Dr. Krishna Vempati)**

Dr. Jennifer Stanley presented this contract renewal with Sound of Mind PLLC to purchase psychiatric services for the period of October 1, 2024 to September 30, 2025

and pay \$220/hour for those services for up to an average of 19 hours per week.

**Expense Contract Renewal: Midwest Psychiatry Group PLLC (formerly LifeWorks Corner, PLLC) (Dr. Maninderpal Dhillon)**

CMHA-CEI will purchase psychiatric services from Midwest Psychiatry Group PLLC for the period of October 1, 2024, to September 30, 2025 and pay \$218.50/hour for those services up to 19 hours per week

**Expense Contract Renewal: MSU Health Care Inc.**

CMHA-CEI will purchase psychiatric services from MSU Health Care Inc. for the period of October 1, 2024 to September 30, 2025 and pay \$215/hour for those services for up to 40 hours/week, across all psychiatrists providing services through this agreement.

**Expense Contract Renewal: Iris Telehealth Medical Group, PA**

Under this contract renewal, CMHA-CEI will purchase telepsychiatry services from Iris Telehealth Medical Group, PA at rates listed below for up to 120 hours per week, for the period of October 1, 2024 to September 30, 2025.

<b>Services Type</b>	<b>Hourly Rate*</b>
Telepsychiatry Services provided by an Adult Psychiatrist	\$206 – \$238 per hour
Telepsychiatry Services provided by a Child Psychiatrist	\$235 – \$270 per hour

**MOTION CARRIED unanimously.**

**Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) - Crisis Stabilization Unit Establishment**

Sara Lurie presented this contract renewal.

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a Contract Renewal with the Michigan Department of Health and Human Services to develop a Crisis Stabilization Unit for the period of October 1, 2024 to September 30, 2025 to receive funding for this project.

**MOTION CARRIED** unanimously.

**Preliminary Steady State Budget Projections for Fiscal Year 2024/2025**

Amy Rottman presented the preliminary budget, starting with the overview. She noted that on the revenue side, we expect more Medicaid and HealthyMI would be available and that we would use more. This capitated revenue is sent to us throughout the year and then we cost settle with MSHN at year-end. In this area, we have historically lapsed dollars back to MSHN. This year, we are expecting to have a lapse but also to spend more of those dollars. Amy said we are assuming the State's rates will increase for 2025, which is included in preliminary budget. We are already projecting a decrease of \$3.7M in CCBHC. Amy reminded the group we are paid a daily rate for CCBHC visits. We expect based on submitted cost reports that the PPS 1 rate will be dropping by approximately \$50/day, but we have not yet received confirmed rates from the State and this may change. The last big area in revenue is a \$14.8M increase in federal grant revenue due to the Crisis Stabilization Unit.

Looking at expenses, salaries and fringes are increasing because of the CSU and the employees it will require, and additional requirements under CCBHC. These numbers do not include increases in staff compensation. The next phase of the budget will include these numbers. There is also no rate increase for providers built into the budget yet. Amy noted that a 1% wage and fringe increase for staff would cost roughly \$1.1M. Increasing provider contracts by 1% would result in about an \$850k increase in the budget. Amy noted other items to consider for the budget include the Washtenaw County lawsuit, MichiCANS, Electronic Visit Verification, and the Earned Sick Time Act, which requires all employers to increase the amount of sick time paid to staff. None of these items have been factored into the budget. Discussion ensued about what the Washtenaw lawsuit could mean for CEI.

**Amy then reviewed the bucket report with the committee. This breaks down funding**

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by funding source. Amy noted that most services are happening under CCBHC at this time. A majority of the CCBHC expenses are completed at CEI, so when we think about Medicaid/HealthyMI and CCBHC, external providers fall into the former bucket and internal into the latter bucket. We are ultimately projecting a loss in CCBHC of about \$4.1M. As the non-Medicaid population grows, those that are not compensated for also grows. Amy said GF expenses have been reduced since CCBHC started. If we take GF expense, we have about \$2.2M that is unspent. This can be allocated elsewhere and historically is used as a local match for local activity. In total, CEI has a \$13M surplus, which Sara says will mostly be used as a risk reserve.

**ACTION:**

Moved by Joe Brehler and Supported by Raul Gonzales to accept the preliminary steady state budget projections for FY2024/2025.

MOTION CARRIED unanimously.

**Unfinished Business**

None

**New Business**

**a. Q3 Financial Statement Review**

Amy Rottman reviewed finances through June 30, 2024. Total assets are about \$70M and total liabilities are at \$118M. When looking at total net position, we do have a deficit, but this is driven by including the pension in this total. In 2024, we have a current net position of about \$14.1M without the pension. Total operating revenues are a little less than projected because we are anticipating a lapse to MSHN of \$16.2M. In total operating expenses, we are about \$7M under what was projected. This is mostly related to wages, fringes, and benefits due to vacant positions. There are approximately 50+ vacant positions at CEI at this point in time. Through June, there is a \$4.2M surplus between operating revenues and expenses.

Amy then reviewed how dollars are being spent in the provider network. Most dollars are being spent in ABA, CLS, and specialized residential.

Amy shared the bucket report through June 30. We have a surplus in capitation revenue with \$16.2M that would be sent back to MSHN. Overall, we are adding \$4.2M to the net position through 2024.

**b. OPEIU Local 459 and Local 512 Union Negotiations Update (Closed Session)**

**MOVED by Joe Brehler and SUPPORTED by Raul Gonzales to move into closed session to discuss the 'OPEIU Local 459 and Local 512 Union Negotiations Update'.**

**A roll-call vote was taken on the motion to move into closed session at 6:47 pm.**

**Yes: Hanna, Brehler, Yensen, Gonzales**

**Public Comment:**

**None**

**The meeting was adjourned at 7:31 pm. The next regularly scheduled Finance Committee meeting is Wednesday, September 11<sup>th</sup>, 2024 at 5:30pm, 812 E. Jolly Rd, Atrium.**

**Minutes Submitted by:**

**Darby Vermeulen  
Finance Administrative Assistant**



**Agenda Item:** Finance Committee  
Agenda Item #F-5

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services

**Component Program:** Residential

**Agenda Item Title:** Expense Lease Renewal: SIP, Kaynorth Apartments

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this expense lease renewal contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties, (CMHA-CEI) will lease nine one-bedroom units and eight two-bedroom units located at Kaynorth Apartments, as owned by Mulder Management, 7804 Francis Ct Suite 100 Lansing, Michigan 48917 for the period of October 1, 2024 through September 30, 2025 and pay \$552.00 per month per one-bedroom unit and \$700.00 per month per two-bedroom unit.

All units are subleased from CMHA-CEI to the AMHS residential consumers residing at Kaynorth Apartments under the CMHACEI Supported Independence Program (SIP). This lease is for a term of three years.

The expense of this lease is reflected in CMHA-CEI's FY 2025 budget. The expense is allocated against the AMHS Supported Independence Program (SIP) Budget. The lease contract will not affect CMHA-CEI's fund balance.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) enter into an expense lease contract renewal to lease nine one-bedroom units and eight two-bedroom units located at Kaynorth Apartments, as owned by Mulder Management - 7804 Francis Ct Suite 100 Lansing, Michigan 48917 for the period of October 1, 2024 through September 30, 2025 and pay \$552.00 per month per one-bedroom unit and \$700.00 per month per two-

bedroom unit.



**Agenda Item:** Finance Committee  
Agenda Item #F-6

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services.

**Component Program:** Residential

**Agenda Item Title:** Revenue Lease Renewal: Coulson Ct.

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this type B revenue lease contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties, (CMHA-CEI) will lease 4,550 square feet of non-ambulatory residential space commonly known as Coulson Court, 6430 Coulson Court Lansing, Michigan 48911 to Open Arms Link 8161 Executive Court Suite 130 Lansing, MI 48917 for the period of October 1, 2024 through September 30, 2027 where Open Arms Link will pay CMHA-CEI as follows:

Open Arms Link as tenant shall pay landlord CMHA-CEI the annual sum of Forty-Five Thousand Six Hundred Ninety-Three Dollars and 48/100 cents (\$45,693.48) in monthly installments of Three Thousand Eight Hundred Seven Dollars and 79/100 cents (\$3,807.79) per month to be received on or before the first day of each month.

This type B lease is for a term of 36 months. The lease also has an option to terminate providing 6 months advanced written notice. Such termination may occur simultaneously with the provider services agreement or at such time as agreed to by both parties. Additionally, should the tenant, as provider, default on the lease or provider agreement, then both become null and void.

The expense of this lease is reflected in CMHA-CEI's FY 2025 budget. The lease contract will not affect CMHA-CEI's fund balance.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following



resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize staff to enter into a Type B revenue lease contract with Open Arms Link who will lease Coulson Court 6430 Coulson Court Lansing, Michigan 48911 for the period of October 1, 2024 through September 30, 2027 where Open Arms Link will pay CMHA-CEI as follows:

The annual sum of Forty-Five Thousand Six Hundred Ninety-Three Dollars and 48/100 cents (\$45,693.48) in monthly installments of Three Thousand Eight Hundred Seven Dollars and 79/100 cents (\$3,807.79) per month to be received by CMHA-CEI on or before the first day of each month.



**Agenda Item:** Finance Committee  
Agenda Item #F-7

**Month, Year:** September, 2024

**Major Program:** Quality, Customer Service, Recipient Rights (QCSRR)  
**Component Program:** Customer Service  
**Agenda Item Title:** Expense Contract Renewals: 7CLingo, Deaf Community Advocacy Network (Deaf C.A.N.!), and Voices for Health

**SUMMARY OF CONTRACT/PROPOSAL:**

Under these expense contract renewals, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase interpreter/translation services on a scheduled and on-demand basis to assist in communicating clearly with consumers and families for whom English is a second language, for those that are deaf and hard of hearing and those requiring the use of American Sign Language (ASL). These services will be purchased from 7C Lingo in Lansing, MI, Deaf Community Advocacy Network (Deaf C.A.N.!) in Sylvan Lake, MI and Voices for Health in Grand Rapids, MI. CMHA-CEI agrees to pay for these services at the rates listed below for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are not reflected in CMHA-CEI's FY25 budget. Each department utilizing the services will transfer budgeted money from their Contract Interpreter account as needed for this service. The revenue sources that support this contract are state general fund, Medicaid, or local funding sources. The expenses of this contract are reflected in the Contract Interpreter account of each respective department or program budget. This contract does not cover the administrative costs incurred with the operation of this program. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT**

DEAF C.A.N.!, 7C Lingo, and Voices for Health will perform sign language interpreter services, or interpreter/translation services, on a scheduled basis to assist CMHA-CEI employees in communicating clearly with consumers and families for whom sign language or interpretation/translation is a necessary means of communication.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to renew contracts with 7C Lingo, Deaf Community Advocacy Network (Deaf C.A.N.!), and Voices for Health to purchase interpreter/translation services at the rates indicated below for the period of October 1, 2024 through September 30, 2025.

**7CLingo**

Service	Rate	Minimum Duration	Cancellation Policy (as per Contract)	Rush Fee & Weekend Rates (before 8am and after 5pm)	Additional Notes
Face to Face Spoken & ASL**	\$85/hour + Mileage	2 Hours	1 Business Day	Additional \$10/hour	Remaining hours: \$85/hr. with 30 mins increment post 2 hour(s)
Video Remote Interpretation (Spoken)	\$2.50/Min	30 Minutes	1 Business Day		
Video Remote Interpretation (ASL)	\$85/hour + Mileage	2 Hours	1 Business Day		Remaining hours: \$85/hr. with 30 mins increment post 2 hour(s)
OPI (Scheduled)	\$1.50/Min	15 Minutes	1 Business Day		
On-Demand OPI	\$1.25/Min	N/A			
**Out of town interpreters are subject to the below booking fees**					

Mile Range Round Trip	Reimbursement Rate
0-40 mi	Reimburse per mile at Federal Rate (\$0.655)
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

\*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 &amp; 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 &amp; 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). Determined by standardized computer mapping.  *The mileage reimbursement rate will adhere to IRS guidelines and be adjusted accordingly every year.
Round Trip Travel Time	\$30.00/hour (minus 20 minutes)	



**Agenda Item:** Finance Committee  
Agenda Item #F-8

**Month, Year:** September, 2024

**Major Program:** Quality, Customer Service, Recipient Rights (QCSRR)

**Component Program:** Customer Service

**Agenda Item Title:** Expense Contract Renewals: Jessica Wilcoxon & The Arc of Bay County

**SUMMARY OF CONTRACT/PROPOSAL:**

Under these expense contract renewals, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Independent Facilitation services from Jessica Wilcoxon and The Arc of Bay County at the rates listed below for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI's FY25 budget. The revenue sources that support this contract are from Medicaid. The expenses of the contract are reflected in the Contract Medicaid line item of the Impact Wraparound, ACT, Case Management Team I, II, and III, Life Consultation Alternative Supports, Children's Waiver, and Children's Alternative Services budget.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT**

Independent Facilitation is a service available to individuals to assist them in the Person Centered Planning (PCP) process, and is a Medicaid requirement that must be offered. The Independent Facilitator must not have any other role within the PIHP/CMHSP and has the following distinct roles:

- To get to know the person
- Help the individual with all pre-planning activities
- Help identify planning tools to use in their PCP process
- Facilitate the PCP meeting or help the person facilitate their own meeting
- Provide any necessary information or support to ensure the person directs the process

- Make sure the person is heard and understood
- Keep the focus on the person
- Keep all planning and participants on track
- Develop a person-centered plan in partnership with the person that expresses the person’s goals, is written in plain language understandable by the person, and provides for services and supports to help the person achieve their goals.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to renew contracts with Jessica Wilcoxon and The Arc of Bay County to purchase Independent Facilitation services at the rates indicated below for the period of October 1, 2024 through September 30, 2025.

**Jessica Wilcoxon**

<b>Service Description</b>	<b>Code</b>	<b>Modifiers</b>	<b>Unit</b>	<b>Rate</b>
Mental health service plan development by non-physician - Independent Facilitator	H0032	WQ/HH	Encounter	\$75.00*  Up to 2 Units of Service (or \$150.00) Per PCP.  One unit for Pre-Planning, prior to the date of the PCP. One unit for the Person Centered Planning Meeting.

\*This rate is inclusive of all activities related to the PCP process; Pre-planning, telephone calls, travel, attendance at the Person Centered Planning Meeting, documentation provided to the Case Manager, and any other follow-up meetings deemed necessary. As demonstrated, two encounters can be billed per PCP for Pre-Planning needs as well as for the PCP meeting itself and be paid accordingly. The maximum is 2 encounters per PCP.

**MODIFIERS:**

<b>Modifier</b>	<b>Description</b>
WQ	Independent Facilitator
HH	Integrated Mental Health/Substance Abuse Program

**The Arc of Bay County**

<b>Service Description</b>	<b>Code</b>	<b>Modifiers</b>	<b>Unit</b>	<b>Rate</b>
Mental health service plan development by non-physician - Independent Facilitator  Telehealth	H0032	WQ/HH	Encounter	\$150*  Up to 2 Units of Service (or \$300) Per PCP.  One unit for Pre-Planning, prior to the date of the PCP.  One unit for the Person Centered Planning Meeting.
Mental health service plan development by non-physician - Independent Facilitator  Face to face	H0032	WQ/HH	Encounter	\$208.95*  Up to 2 Units of Service (or \$417.90) Per PCP.  One unit for Pre-Planning, prior to the date of the PCP.  One unit for the Person Centered Planning Meeting.

\*This rate is inclusive of all activities related to the PCP process; Pre-planning, telephone calls, travel, attendance at the Person Centered Planning Meeting, documentation provided to the Case Manager, and any other follow-up meetings deemed necessary. As demonstrated, two encounters can be billed per PCP for Pre-Planning needs as well as for the PCP meeting itself and be paid accordingly. The maximum is 2 encounters per PCP.

**MODIFIERS:**

<b>Modifier</b>	<b>Description</b>
WQ	Independent Facilitator
HH	Integrated Mental Health/Substance Abuse Program





**Agenda Item:** Finance Committee  
Agenda Item #F-9

**Month, Year:** September, 2024

**Major Program:** Information Services

**Component Program:** All

**Agenda Item Title:** Expense Contract Renewal: Productive Corporation

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase its current Arcserve backup software license and maintenance contract from Productive Corporation for the period of October 1, 2024 through September 30, 2024 and pay \$25,161.05 over the life of the contract.

The revenue and expense of this contract are reflected in CMHA-CEI's FY2024 budget. Because this is an indirect expense, all revenue sources support this contract. The expenses of this contract are reflected in the contract maintenance line item of the information services budget. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/ PROPOSAL:**

The security regulations of the Health Insurance Portability and Accountability Act (HIPAA) and the HITECH Act require that data must be securely backed up and all electronic protected health information must have retrievable exact copies. Since 2003 CMHA-CEI has used Arcserve backup software to perform this function.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 contract renewal with Productive Corporation for Arcserve backup software for

the period of October 1, 2024 through September 30, 2025 and pay \$25,161.05 for that maintenance.



**Agenda Item:** Finance Committee  
Agenda Item #F-10

**Month, Year:** September, 2024

**Major Program:** Information Services

**Component Program:** All

**Agenda Item Title:** Expense Contract Renewal: Insight, VMWare Reseller

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will renew its VMWare maintenance contracts with Dell Computers for the period of September 27<sup>th</sup>, 2024 through September 26<sup>th</sup>, 2025 and pay \$120,468.48.

The revenue and expense of this contract are reflected in a portion of CMHA-CEI's 2024 budget. Because this is an indirect expense, all revenue sources support this contract. The expenses of this contract are reflected in the Contract Maintenance line items of the Information Services (IS) budget. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/  
PROPOSAL:**

CMHA-CEI maintains several large servers, each of which can host 15-20 virtual servers. This technology working in concert with the SAN has allowed CMHA-CEI to operate the approximately 450 virtual servers that are required to run CMHA-CEI systems, and provide substantial redundancy to continue operations when various individual components fail. Using this technology, anchored by the SAN system, when one server fails operations are automatically transferred to other servers.

These contracts maintain rights to the licenses that are used to operate the system and also provide software maintenance and upgrades over time.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into contract renewal with Insight for VMware license maintenance beginning September 27th, 2024 through September 26<sup>th</sup>, 2025 and pay \$120,468.48 for that maintenance.



**Agenda Item:** Finance Committee  
Agenda Item #F-11

**Month, Year:** September, 2024

**Major Program:** Information Services

**Component Program:** All

**Agenda Item Title:** Expense Contract: Dell Computer

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this proposal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase 75 laptop computers from Dell Computer and pay \$122,250.00.

The revenue and expense of this contract are reflected in CMHA-CEI's 2024 Budget. Because this is an indirect expense, all revenue sources support this contract. The expenses of this contract are reflected in the Equipment line item of the Information Services (IS) budget. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

CMHA-CEI maintains a fleet of 592 laptops for use by clinical, administrative and managerial staff. These are primarily utilized in the field by clinical staff to access consumer clinical records remotely, enter clinical documentation at the time of service, and read/write email. When staff return to their office the laptops attach to a "docking station" which connects them to a full sized monitor, keyboard and mouse. This maximizes efficiency both in and out of the office.

This purchase will replace 75 of our current laptop fleet. The current laptop fleet has 150 laptops that will go out of warranty in October of 2025, and this order will allow for a jumpstart on our fleet refresh. The purchase price also includes a 5-year warranty covering manufacturing defects and accidental damage.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to purchase laptop computers from Dell Computer and pay \$122,250.00.



**Agenda Item:** Finance Committee  
Agenda Item #F-12

**Month, Year:** September, 2024

**Major Program:** Information Services

**Component Program:** All

**Agenda Item Title:** Expense Contract Renewal: Streamline Healthcare Solutions, LLC

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this proposal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will renew its current Electronic Health Record (EHR) software maintenance contract from Streamline Healthcare Solutions LLC (Streamline) and pay \$159,938.88 (\$13,328.34 per month over the life of the contract) for the period of October 1, 2024 through September 30, 2025.

The expenses of this contract are reflected in CMHA-CEI's FY 2025 Budget. Because this is an indirect expense, all revenue sources support this contract. The expenses of this contract are reflected in the Contract Maintenance line item of the Information Services budget. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

The Streamline EHR is comprised of three integrated functions: A clinical electronic health record (EHR) and billing system called *Smartcare*, a claims and provider system referred to as the *MCO* side, and an electronic prescription and medication tracking system called *Smartcare Rx*.

To help keep the systems operational, CMHA-CEI maintains an annual maintenance agreement with Streamline. This agreement entitles CMHA-CEI to a variety of support services, including ongoing technical support, repair of bugs, and other services such as updates to state encounter submissions on an as-needed basis. In addition, the maintenance agreement entitles CMHA-CEI to receive all updated and enhanced versions of *Smartcare*, *MCO*, and *Smartcare Rx*, which are released once per

quarter. There is also a “hot fix” process where Streamline makes urgent fixes or selected customizations on an as-needed basis.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to purchase maintenance from Streamline Healthcare Solutions LLC for the period of October 1, 2024 through September 30, 2025 and pay \$159,938.88 for that maintenance.





**Agenda Item:** Finance Committee  
Agenda Item #F-13

**Month, Year:** September, 2024

**Major Program:** Information Services

**Component Program:** N/A

**Agenda Item Title:** Revenue Contract Renewal: MidState Health Network

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will maintain a data warehouse for MidState Health Network (MSHN) regional files and MDHHS files for the purposes of data analysis, reporting, auditing functions and quality review and receive \$14,583.33 per month and a total amount of \$175,000 for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI's Fiscal Year 2025 budget. The revenue source that supports this contract is Medicaid. The expenses of this contract are reflected in the salary, fringe, equipment, supplies, training and other line items of the Information Services (IS) budget. This contract covers the administrative costs incurred with the operation of this program. This contract will not affect CMHA-CEI's fund balance

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

CMHA-CEI will maintain a data warehouse on the behalf of MSHN for handling and storing of MDHHS demographic and encounter data received from all 12 MSHN Community Mental Health Services Programs (CMHSPs) and the MSHN Coordinating Agency (CA), for retrieving/storing Medicaid eligibility information, and providing data reporting and analytical services. This system will store encounter, demographic and related data according to the MDHHS Reporting Contract requirements and serve the function of collection, reporting, and reconciliation.

CMHA-CEI will provide the following additional services while operating the submission system:

- Audit each CMHSP participant on an annual basis. This audit shall trace data from a CMHSP Electronic Health Record (EHR) through the process that transforms that data into the submission format. Ensure compliance with MDHHS requirements.
- Participate in annual Federal Audit review
- Participate in State led workgroups and initiatives with and on behalf of MSHN.
- Reconciliation processes for encounters and BH TEDS
- Work with MSHN contracted Analytics vendors to obtain and interpret MSHN warehouse data
- Participate in MDHHS projects with MiHIN on MSHN's behalf. Including any additional projects that MiHIN makes available.

In exchange for the services described above, CMHA-CEI will bill MSHN for incurred hardware and software costs, staffing (Including software developers, business analysts, system engineers, plus manager time) and administrative overhead on a monthly basis.

This contract is valuable to CMHA-CEI because it helps maintain organizational technical expertise in PIHP and MDHHS information requirements. Four benefits that can be noted are:

- Allows CMHA-CEI to maintain a visible presence with technical and data staff of MDHHS and other state organizations. This presence has been effectively used to learn earlier about state changes and advocate for better solutions.
- Maintains expertise and ownership of technology that CMHA-CEI can put into immediate use if CMHA-CEI ever regains a PIHP or similar role.
- Allows CMHA-CEI to utilize data in the MSHN warehouse. Although each CMHSP has this right, as a practical matter CMHA-CEI's familiarity has led to much greater use of warehouse data in internal processes than is made by any other MSHN CMHSP.
- Lowers the cost of CMHSP knowledge acquisition, since CMHA-CEI staff are often already exposed to information via their vendor role and allows for a back-up for PIHP functions.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into a contract renewal with Midstate Health Network to provide data warehouse, audit and reporting services for the period of October 1, 2024 through September 30, 2025 and receive \$175,000 for those services.



**Agenda Item:** Finance Committee  
Agenda Item #F-14

**Month, Year:** September, 2024

**Major Program:** Community Services for the Developmentally Disabled

**Component Program:** Clinical Services

**Agenda Item Title:** Expense Contract Renewal: Lynn Roper, Psychologist LLP

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this expense contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase specialized psychological services including psychological testing and assessment services from Lynn Roper, LLP and pay \$150.00 an hour, for the period of October 1, 2024 through September 30, 2025.

The expenses of this contract are reflected in CMHA-CEI's FY 25 budget. The revenue sources that support the contract are Medicaid Healthy Michigan (HMP) and Habilitation Support Wavier (HSW). The expenses of the contract are reflected in the contract services line of the CSDD Autism services budget line items. The contracts will not affect CMHA-CEI's fund balance.

**SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:**

The program seeks to purchase specialized psychological services including guardianship evaluations, evaluations for participation in the behavioral health treatment (BHT) state plan for the Medicaid population, and other forms of testing from an independent consultant. This will allow an impartial second opinion when needed and maintain compliance with the Michigan Mental Health Code when the program is at capacity.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 an expense renewal contract with Lynn Roper, LLP to purchase specialized psychological services and pay \$150.00 an hour, for the period of October 1, 2024 through September 30, 2025.



**Agenda Item:** Finance Committee  
Agenda Item #F-15

**Month, Year:** September, 2024

**Major Program:** Community Services for the Developmentally Disabled  
(CSDD)

**Component Program:** Residential

**Agenda Item Title:** Expense Contract Renewal: Residential Opportunities, Inc.

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase the services listed below for the term of October 1, 2024 through September 30, 2025.

Expenses of these contracts are reflected in CMHA-CEI's FY 2025 budget. The revenue sources that support the contracts are Medicaid funds, State General Funds, and local funds. The expenses of the contracts are reflected in the contract residential line item of the CSDD residential budgets. The contracts will not have an impact on CMHA-CEI's fund balance.

**SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:**

Services provided under this contract includes a range of residential care to DD children. Occasionally, rates are supplemented to reflect additional costs such as day treatment transportation or an exceptional level of care based on consumer needs. All providers listed are appropriately licensed and fully-qualified under Michigan Department of Health and Human Services and Consumer and Industry Services requirements.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to renew the contract with Residential Opportunities, Inc. to purchase services from the facilities as listed; in addition to the providers' other licensed Adult Foster Care and/or Child Caring Institution facilities as requested and approved by management to meet consumer need, for the term of October 1, 2024 through September 30, 2025.

Facility(ies)			
Name	Address	License Type	License Number
Great Lakes Center for Autism Treatment & Research	9616 Portage Road Portage, MI 49002	Child Caring Institution	CI390318114

Fee Schedule			
Service Description	Billing Code	Unit	Rate
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 8 hours per day	H2016/T1020	Per Diem	\$1,397.71
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 10 hours per day	H2016/T1020	Per Diem	\$1,542.70
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 12 hours per day	H2016/T1020	Per Diem	\$1,606.24
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 14 hours per day	H2016/T1020	Per Diem	\$1,669.77
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 15 hours per day	H2016/T1020	Per Diem	\$1,701.54
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 16 hours per day	H2016/T1020	Per Diem	\$1,733.31
Community Living Supports and Personal Care in Licensed CCI Setting – 1:2 16 hours per day	H2016/T1020	Per Diem	\$1,199.95



**Agenda Item:** Finance Committee  
Agenda Item #F-16

**Month, Year:** September, 2024

**Major Program:** Community Services for the Developmentally Disabled (CSDD),  
Adult Mental Health Services

**Component Program:** Work Services, Assessment and Referral Team

**Agenda Item Title:** Expense Contract Renewal: Michigan Department of Labor and  
Economic Opportunity – Michigan Rehabilitation Services

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will enter into an Interagency Cash Transfer Agreement (ICTA) with the Michigan Department of Labor and Economic Opportunity (LEO) – Michigan Rehabilitation Services (MRS) to provide Supported Employment (SE) to increase and improve the employment opportunities and outcomes for persons with significant developmental disabilities (DD) and chronic mental illness (MI) through cooperative supports and service provisions for the period of October 1, 2024 through September 30, 2025. The shared cost assured by each agency is as listed in the table below.

The revenue and expense of this contract are reflected in CMHA-CEI's FY 2025 budget. The revenue source that supports this contract is the Peckham, Inc. Earned Contract. The expenses of this contract are reflected in the Contract-Clinical line item of the CSDD Work Services and AMHS Assessment/Referral Team budgets. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/  
PROPOSAL:**

CMHA-CEI has had similar agreements with MRS for over 25 years. This cash match agreement allows CMHA-CEI to substantially increase the funds available for job placements, job coaching and training. Staff works closely with staff from the MRS and Peckham, Inc. to place people into jobs throughout the tri-county area.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into a contract renewal with the Michigan Department of Labor and Economic Opportunity – Michigan Rehabilitation Services to provide supportive employment through an Interagency Cash Transfer Agreement (ICTA) for the period of October 1, 2024 through September 30, 2025 and pay \$101,665, as indicated below.

<b>Agency</b>	<b>Share Type</b>	<b>Share %</b>	<b>Amount</b>
<b>DD</b>			
State or Local Public Agency	Non-Federal	27	\$ 38,000
MRS	Federal	73	\$ 102,741
Agreement Subtotal	Combined	100	\$ 140,741
<b>MI</b>			
State or Local Public Agency	Non-Federal	27	\$ 63,665
MRS	Federal	73	\$ 172,131
Agreement Subtotal	Combined	100	\$ 235,796
<b>Grand Total</b>			
Agreement	Combined	100	\$ 376,537
MRS	Federal	73	\$274,872
<b>State or Local Public Agency (MI &amp; DD)</b>	<b>Non-Federal</b>	<b>27</b>	<b>\$101,665</b>





**Agenda Item:** Finance Committee  
Agenda Item #F-17

**Month, Year:** September, 2024

**Major Program:** Community Services for the Developmentally Disabled (CSDD),  
Adult Mental Health Services (AMHS)

**Component Program:** Supported Employment, Assessment and Referral Team

**Agenda Item Title:** Revenue Contract Renewal: Peckham, Inc.

**SUMMARY OF CONTRACT/PROPOSAL:**

Per a letter of understanding with Peckham, Inc. which establishes mutual understanding about the transfer of the funds, as stated below, to Community Mental Health Authority of Clinton Eaton Ingham Counties (CMHA-CEI), whose administrative offices are located at 812 E. Jolly Rd, Lansing, Michigan 48910, and Peckham, Inc. (Peckham), whose administrative offices are located at 3510 Capital City Blvd, Lansing, Michigan 48906 for the period of October 1, 2024 through September 30, 2025.

The revenue of this contract is reflected in CEI-CMHA’s FY 2025 budget. The revenue source that supports this contract is Earned Contracts and is reflected in the Supported Employment Clinical Services revenue line in the CSDD Work Services and AMHS Assessment/Referral Team budgets. This contract does not cover the administrative costs incurred. This contract will not affect CEI-CMHA’s fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

Peckham, Inc. will provide skill building services to persons with significant developmental disability (DD) and chronic mental illness (MI). Services include skill building and job coaching for individuals interested in community employment.

**STAFF RECOMMENDATIONS:**

Staff recommends that the Finance Committee of the Community Mental Health Authority of Clinton Eaton Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton and Ingham Counties authorize CMHA-CEI to renew the contract with Peckham, Inc., which establishes mutual understanding about the transfer of the funds, as stated below, for the period of October 1, 2024 through September 30, 2025.

#### CSDD

- 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 \$4,750 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 \$19,000 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.

#### AMHS

- A. CMHA-CEI will pay \$63,665 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 Community Work Experience Program (CWEP).
- B. Peckham, Inc. will contribute \$24,720 to CMHA-CEI toward this initial cash match contribution of \$63,665. After CMHA-CEI makes the payment of \$63,665 to MRS, Peckham, Inc. will reimburse CMHA-CEI \$24,720 within 30 days of MRS' receipt of payment.
- C. Peckham, Inc. will reimburse CMHA-CEI \$9,736.25 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, 945 during the contract period.
- D. CMHA-CEI will provide a designated staff liaison for CWEP to ensure enough job ready referrals (75 for the year) are generated for CWEP in order to meet the annual program performance goals.



**Agenda Item:** Finance Committee  
Agenda Item #F-18

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services (AMHS), Families Forward (FF), Community Services for Developmentally Disabled (CSDD)

**Component Program:** Inpatient Services

**Agenda Item Title:** Expense Contract Renewals: Partial Hospitalization

**SUMMARY OF CONTRACT/PROPOSAL:**

Under these renewal contracts, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Partial Hospitalization services from the facilities identified below in accordance with the schedule of services below. The contracts are a renewal of existing agreements for Partial Hospitalization services. The contracts make no guarantee of a minimum number of patient referrals for hospital services. The proposed rates are for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of these contracts are reflected in CMHA-CEI's FY 2025 budget. The revenue sources that support these contracts are Medicaid plans, State General Funds, federal or state contracts, or local funding sources. The expenses of these contracts are reflected in the various Contract line items of the AMHS, CSDD and Families Forward budgets. This contract will not affect CMHA-CEI's fund balance.

**SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:**

Partial Hospitalization services include hospitalization; professional fees; comprehensive psychiatric assessment and diagnosis; neurological and/or psychological testing; individual, group and family psychotherapy; specialized education; activity therapy; dietary and specialized nutritional services; medications; speech and hearing evaluation and treatment; laboratory services; discharge planning; and coordination of care with CMHA-CEI.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to renew the contracts with the providers below to purchase Partial Hospitalization services at the rates indicated below, for the term of October 1, 2024 through September 30, 2025.

Hospital	CPT Code	Service	Rate
DBT Institute of MI, PLCC DBA DBT Institute	0912 & 0913	Outpatient Partial Hospitalization – Adults	\$525.00
Edward W. Sparrow Hospital Association DBA University of Michigan Health-Sparrow	0912 & 0913	Partial Hospitalization – Adults	\$590.00
Forest View Hospital Inc.	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	\$481.27
Havenwyck Hospital Inc. DBA Cedar Creek Hospital of Michigan	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	\$494.34
Ismail B. Sendi, MD, PC DBA New Oakland Family Centers	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	\$400.00



**Agenda Item:** Finance Committee  
Agenda Item #F-19

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services (AMHS), Community Services for the Developmentally Disabled (CSDD)

**Component Program:** Residential

**Agenda Item Title:** Expense Contract Renewal: Residential Type A Non-Standard - Hope Network Behavioral Health Services

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase the services listed below from Hope Network Behavioral Health Services for the term of October 1, 2024 through September 30, 2025.

The expenses of this contract are reflected in CMHA-CEI's FY 2025 budget. The revenue sources that support the contract are Medicaid funds, State General Funds, and local funds. The expenses of the contract are reflected in the contract residential line items of the AMHS and CSDD residential budgets. The contract will not have an impact on CMHA-CEI's fund balance.

**SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:**

Services provided under this contract include a range of residential care to MI and DD adults defined by one of three levels of service intensity. Occasionally, rates are supplemented to reflect additional costs such as day treatment transportation or an exceptional level of care based on consumer needs. All homes listed are appropriately licensed and fully-qualified under Michigan Department of Health and Human Services and Consumer and Industry Services requirements.

Other services may include Psychiatric Evaluation, Medication Review, Psychotherapy Individual/Group, Nursing, and other specialty services and therapies authorized on a case by case basis for individuals with specialized needs.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 contract renewal with Hope Network Behavioral Health Services to purchase services from the facilities as listed; in addition to the providers’ other licensed Adult Foster Care facilities as requested and approved by management to meet consumer need, for the term of October 1, 2024 through September 30, 2025.

Facility(ies)		
Name	Address	License Number
Bay Haven Integrated Care	799 Hombach Street St. Ignace, MI 49781	AM490392115
Bay Haven Integrated Care II	799 Hombach Street St. Ignace, MI 49781	AM490392114
Cherry Valley	118 Ida Red Sparta, MI 49345	AS410350850
Harbor Point Dearborn Heights	6500 N. Inkster Road Dearborn Heights, MI 48127	AL820395614
Harbor Point Intensive East Unit	17160 130 <sup>th</sup> Avenue Nunica, MI 49448	AL700092850
Harbor Point Intensive West Unit	17160 130 <sup>th</sup> Avenue Nunica, MI 49448	AL700085846
Rivervalley Integrated Care 1	1450 Leonard Street, NE Grand Rapids, MI 49505	AL410015935

Fee Schedule				
Service Description	Billing Code	Modifier	Unit	Rate
Personal Care and Community Living Supports – <b>Bay Haven Integrated Care</b>	T1020 and H2016		Per Diem	\$470.59
Personal Care and Community Living Supports – <b>Bay Haven Integrated Care II</b>	T1020 and H2016		Per Diem	\$470.59
Personal Care and Community Living Supports – <b>Cherry Valley</b>	T1020 and H2016		Per Diem	\$391.11
Personal Care and Community Living Supports - <b>Harbor Point Dearborn Heights</b>	T1020 and H2016		Per Diem	\$538.77

Personal Care and Community Living Supports - <b>Harbor Point Intensive East Unit</b>	T1020 and H2016		Per Diem	\$515.77
Personal Care and Community Living Supports - <b>Harbor Point Intensive West Unit</b>	T1020 and H2016		Per Diem	\$515.77
Personal Care and Community Living Supports - <b>Rivervalley 1</b>	T1020 and H2016		Per Diem	\$436.07
Interactive Complexity (Add-on Code)	90785	AF/AG/AH/SA /HN/HO/HP/T D	Encounter	\$11.58
Psychiatric Diagnostic Evaluation (no medical services)	90791	AF/AG/AH/H O/HP/SA	Encounter	\$234.26
Psychiatric Diagnostic Evaluation (with medical services)	90792	AF/SA	Encounter	\$313.66
Individual Therapy	90832	AF/AG/SA/AH /HO	30 Minutes	\$88.50
Individual Therapy	90834	AF/AG/SA/AH /HO	45 Minutes	\$157.94
Individual Therapy	90837	AF/AG/SA/AH /HO	60 Minutes	\$208.49
Group Therapy 1:2	90853	UN/AF/AG/A H/HO/HP/TD	Encounter	\$9.17
Group Therapy 1:3	90853	UP/AF/AG/AH /HO/HP/TD	Encounter	\$8.62
Group Therapy 1:4	90853	UQ/AF/AG/AH /HO/HP/TD	Encounter	\$8.12
Group Therapy 1:5	90853	UR/AF/AG/AH /HO/HP/TD	Encounter	\$7.62
Group Therapy 1:6	90853	US/AF/AG/AH /HO/HP/TD	Encounter	\$7.16
Medication Administration	96372	AF/AG/SA/HM /TD/TE	Encounter	\$65.08
Evaluation and Management of New Patient 15-29 Minutes	99202	AF/AG/SA	Encounter	\$148.63
Evaluation and Management of New Patient 30-44 Minutes	99203	AF/AG/SA	Encounter	\$227.75
Evaluation and Management of New Patient 45-59 Minutes	99204	AF/AG/SA	Encounter	\$334.41
Evaluation and Management of New Patient 60-74 Minutes	99205	AF/AG/SA	Encounter	\$445.88
Evaluation and Management of Established Patient	99211	AF/AG/TD/TE/ SA	Encounter	\$45.55
Evaluation and Management of Established Patient 10-19 Minutes	99212	AF/AG/SA	Encounter	\$97.60
Evaluation and Management of Established Patient 20-29 Minutes	99213	AF/AG/SA	Encounter	\$130.14
Evaluation and Management of Established Patient 30-39 Minutes	99214	AF/AG/SA	Encounter	\$178.37
Evaluation and Management of Established Patient 40-54 Minutes	99215	AF/AG/SA	Encounter	\$288.60

Home Visit – New Patient 15 Minutes	99341	AF/AG/SA	15 Minutes 1/day	\$124.55
Home Visit – New Patient 30 Minutes	99342	AF/AG/SA	30 Minutes 1/day	\$174.39
Home Visit – New Patient 60 Minutes	99344	AF/AG/SA	60 Minutes 1/day	\$298.95
Home Visit – New Patient 75 Minutes	99345	AF/AG/SA	75 Minutes 1/day	\$373.68
Home Visit – Established Patient 20 Minutes	99347	AF/AG/SA	20 Minutes 1/day	\$99.63
Home Visit – Established Patient 30 Minutes	99348	AF/AG/SA	30 Minutes 1/day	\$149.46
Home Visit – Established Patient 40 Minutes	99349	AF/AG/SA	40 Minutes 1/day	\$224.18
Home Visit – Established Patient 60 Minutes	99350	AF/AG/SA	60 Minutes 1/day	\$248.31
Mental Health Assessment, by Non-Physician	H0031	HN	Encounter	\$191.13
Treatment Plan Development by Non-Physician	H0032	AH/CO/CQ/H N/HO/HP/SA/ TD	Encounter	\$227.43
Treatment Plan Monitoring	H2000 TS	AF/AG/AH/HP /HO/HN	Encounter	\$227.43
Peer Supports 1:1	H0038	HM/WS/WT	15 Minutes	\$8.74
Peer Supports, Group 1:2	H0038	UN/HM/WS/W T	15 Minutes	\$8.22
Peer Supports, Group 1:3	H0038	UP/HM/WS/W T	15 Minutes	\$7.73
Peer Supports, Group 1:4	H0038	UQ/HM/WS/W T	15 Minutes	\$7.26
Peer Supports, Group 1:5	H0038	UR/HM/WS/W T	15 Minutes	\$6.83
Peer Supports, Group 1:6	H0038	US/HM/WS/W T	15 Minutes	\$6.42
Patient Education, NOC, Non-Physician, Individual	S9445	AE/SA/TD	Encounter	\$113.20
Patient Education, NOC, Non-Physician, Group	S9446	UN/UP/UQ/UR /US/AE/SA/TD	Encounter	\$56.19
Nutritional Counseling, Dietitian Visit	S9470	AE/SA/TD	Encounter	\$110.52
Nursing Assessment	T1001	AE/SA/TD	Encounter	\$286.33
RN services	T1002	TD	Up to 15 Minutes	\$56.80
Targeted Case Management	T1017	AF/AG/AH/H O/HN/HP/SA/ HM/TD	15 Minutes	\$87.19





**Agenda Item:** Finance Committee  
Agenda Item #F-20

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services (AMHS), Community Services for the Developmentally Disabled (CSDD)

**Component Program:** Residential

**Agenda Item Title:** Expense Contract Renewal: Residential Type A Non-Standard - Beacon Specialized Living Services, Inc.

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this renewal contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase the services listed below from Beacon Specialized Living Services, Inc. for the term of October 1, 2024 through September 30, 2025.

The expenses of this contract are reflected in CMHA-CEI's FY 2025 budget. The revenue sources that support the contract are Medicaid funds, State General Funds, and local funds. The expenses of the contract are reflected in the contract residential line items of the AMHS and CSDD residential budgets. The contract will not have an impact on CMHA-CEI's fund balance.

**SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:**

Services provided under this contract include a range of residential care to MI and DD adults. Occasionally, rates are supplemented to reflect additional costs such as day treatment transportation or an exceptional level of care based on consumer needs. All homes listed are appropriately licensed and fully-qualified under Michigan Department of Health and Human Services and Consumer and Industry Services requirements.

Other services may include Psychiatric Evaluation, Medication Review, Psychotherapy Individual/Group, and other specialty services and therapies authorized on a case by case basis for individuals with specialized needs.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 contract renewal with Beacon Specialized Living Services, Inc. to purchase services from the facilities as listed; in addition to the provider’s other licensed Adult Foster Care facilities as requested and approved by management to meet consumer need, for the term of October 1, 2024 through September 30, 2025.

Facility(ies)		
Name	Address	License Number
Beacon Home at 62 <sup>nd</sup> St.	63059 62 <sup>nd</sup> St. Hartford, MI 49057	AS800412533
Beacon Home at Battle Creek	5555 Bauman Rd. Battle Creek, MI 49017	AS130405804
Beacon Home at Bayview	29320 63 <sup>rd</sup> St. Bangor, MI 49013	AS800343665
Beacon Home at Blue Lake	6780 Blue Lake Rd. Twin Lake, MI 49457	AS610392405
Beacon Home at Breakwater East	28730 63 <sup>rd</sup> Street Bangor, MI 49013	AM800267887
Beacon Home at Breakwater West	28730 63 <sup>d</sup> Street Bangor, MI 49013	AM800267888
Beacon Home at Fife Lake	5568 Gonyer Road Fife Lake, MI 49633	AM400310461
Beacon Home at Hammond	318 E. Hammond Street Otsego, MI 48078	AM030402101
Beacon Home at Lakeview	403 S. Mears Ave., Whitehall, MI, 49461	AM610305548
Beacon Home at Meadowland	56844 48 <sup>th</sup> Avenue Lawrence , MI 49064	AM800084653
Beacon Home at Miller	10752 Miller Dr., Galesburg, MI, 49053	AS390413020
Beacon Home at Ossineke	10685 Spruce Rd. Ossineke, MI 49766	AM040291143
Beacon Home at Ravine	6595 Ravine Rd. Kalamazoo, MI 49009	AS390403155
Beacon Home at Schoolcraft North	10713 S. 12 <sup>th</sup> Street Portage, MI 49087	AS390405404
Beacon Home at the Bunkhouse	1550 E Colby Rd Stanton, MI 48888	AM590387866

Beacon Home at the Lodge	1550 E Colby Rd Stanton, MI 48888	AM590387878
Beacon Home at the Oaks	403 N. Main Plainwell, MI 49080	AG030000010

Service Description	Billing Code	Modifiers	Unit	Rate
Personal Care and Community Living Support	T1020 and H2016		Per Diem	\$310.00
Specialty Home Rate - Exception Homes: Beacon Home at 62nd St., Beacon Home at Battle Creek, Beacon Home at Breakwater East, Beacon Home at Breakwater West, Beacon Home at the Lodge  Personal Care and Community Living Support	T1020 and H2016		Per Diem	\$361.00
Specialty Home Rate - Medical Sensitive Home: Beacon Home at the Oaks  Personal Care and Community Living Support	T1020 and H2016		Per Diem	\$450.00
Enhanced Staffing	H2016		Per Hour (Added to H2016 Rate)	\$34.43
Psychiatric Evaluation	90791	AF/AG/AH/H O/HP/SA	Encounter	\$468.65
Psychiatric Evaluation with Medical Services	90792	AF/SA	Encounter	\$468.65
Evaluation and Management of Established Patient	99212	AF/AG/SA	Encounter	\$236.90
	99213			
	99214			
Group Therapy	90853	AF/AG/AH/H O/HP/TD/UN/ UP/UQ/UR/US	Encounter	\$82.40
Medical Administration	96372	AF/AG/SA/HM /TD/TE	Encounter	\$35.00



**Agenda Item:** Finance Committee  
Agenda Item #F-21

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services (AMHS)

**Component Program:** Crisis Services

**Agenda Item Title:** Revenue Contract Renewal: McLaren - Greater Lansing

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this revenue contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will continue to provide mental health crisis intervention and pre-screening for psychiatric hospitalization to adults and youth in the emergency department of McLaren Greater Lansing in Ingham County and receive \$343,861 for the period of October 1, 2024 through September 30, 2025.

The revenue and expenses of this contract are reflected in CMHA-CEI's FY2025 budget in the Adult Mental Health Services/Crisis Services Budget. The revenue source that supports this contract is local funding via McLaren. This contract does cover the administrative costs incurred with the operation of this program and will not impact CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

This contract supports 2.5 FTE Mental Health Therapists to cover 12 hours per day, 7 days per week in the McLaren-Lansing Emergency Department. Also included is a 0.15 FTE Coordinator that provides supervision/support to the positions. The Mental Health Therapists work closely with McLaren Emergency Department Staff and McLaren Case Management Staff to provide triage, crisis intervention, pre-screening for psychiatric hospital admission, and facilitate placements for all individuals presenting to McLaren Emergency Department with behavioral health concerns.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to renew the contract with McLaren Greater Lansing to provide Mental Health Therapist Staffing for individuals presenting in the hospital's Emergency Department for the period of October 1, 2024 through September 30, 2025 and receive \$343,861.



**Agenda Item:** Finance Committee  
Agenda Item #F-22

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services (AMHS)

**Component Program:** Veterans Systems Navigator

**Agenda Item Title:** Revenue Contract Renewal: Veterans System of Care Grant – Michigan Department of Health and Human Services

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will continue to provide peer support services (PSS), clinical mental health services (MHT) and client service specialist (CSS) services under the Veterans System of Care grant to serve open and unopened consumers in the tri-county area. This Veteran Support Team (VST) will also assist with connection to resources, e.g., housing, medical, employment, and other community needs, etc. Additionally, these services are available to family members of Veterans. The grant will provide a total of \$215,400 for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI’s FY25 budget. The revenue sources that support this contract are MDHHS Earned Contracts. The expenses of this contract are reflected in the AMHS Veterans System Navigation budget. This contract does not cover the administrative costs incurred with the operation of this program. Administrative costs are excluded for coverage by the grant; these costs are covered using State General Fund dollars or local funding. This contract will not affect CMHA-CEI’s fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

This program is designed to help fill the gaps in access, supports, and services to local veterans and their families. The Veteran Support Team (VST) will assist through a “warm transfer” process to access immediate and long term resources for mental health. The VST includes the Veterans System Navigator, Peer Support Specialist and/or Client Service Specialist (CSS). These supports, resources, and local services may include employment, shelter/housing, food, free clinics, medications, and Veterans Affairs

services, etc. The Navigator, Peer Support Specialist and/or CSS will maintain contact with the person until the person is engaged and benefitting from the resources.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 a contract renewal with the Michigan Department of Health and Human Services (MDHHS) to provide clinical group therapy, peer support services, and client service specialist services to Veterans and their families under the MDHHS Veterans System of Care Grant for the period of October 1, 2024 through September 30, 2025 and receive \$215,400 for those services.



**Agenda Item:** Finance Committee  
**Agenda Item:** #F-23

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services (AMHS)

**Component Program:** Assertive Community Treatment (ACT) Program, Bridges Crisis Unit (BCU), Crisis Services (CS), and Residential Services

**Agenda Item Title:** Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) - Behavioral Health Workforce Stabilization Support

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this renewal contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will receive funding from the Michigan Department of Health and Human Services (MDHHS) to provide for staff Longevity Bonuses, additional paid Floating Holiday time off, advertise and provide for signing bonus for posted relief positions, retention bonus opportunities, and to schedule and participate in an annual staff retreat. CMHA-CEI will receive \$68,000 to provide these incentives to potential new hires and existing CMHA-CEI staff members for the period of October 1, 2024 to September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI's FY 2025 budget. The revenue source that support this contract is the MDHHS FY25 COVID-19 Comprehensive Services for Behavioral Health Grant. The expenses of this contract are reflected in the salaries, fringes, and employee appreciation funds line items of the AMHS budget. This contract does not cover the administrative costs incurred with the operation of this program. This program provides financial incentives to attract, recruit, and retain staffing within the BCU, CS, Residential, and ACT programs to provide consistency and stabilize the workforce which often experiences high turnover due to the intensity of services provided. This contract will not affect CMHA-CEI's fund balance.



**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

Our Behavioral Health teams, particularly the BCU, CS, Residential, and Assertive Community Treatment (ACT) team, have experienced a significant rate of staff turnover during the last 2-3 years. The programs need to maintain consistent, multidisciplinary services, and doing so requires minimizing periods with position vacancies. Furthermore, there is difficulty retaining qualified secretaries who have the right interests, personality, skills, knowledge, education, and experiences to excel on our ACT team. Overall, CMHA-CEI AMHS clinical programs are struggling to fill relief positions, adding burden to existing staff. They are also experiencing high staff turnover rates, resulting in service disruptions for consumers, added costs of hiring new staff, and strain on remaining staff.

The Workforce Stabilization program will allow us to extend longevity bonuses and paid Holiday time off to secretaries which were not eligible for this benefit through other funding initiatives. Additionally, CMHA-CEI will use the Workforce Stabilization funding to attract and recruit qualified individuals to apply for and accept relief positions. Other monies will be used to provide incentives to relief who remain in their positions for a certain period of time. Lastly, AMHS managers will each organize a staff retreat for their individual clinical programs that focuses on team building, program planning, and self-care and/or wellness.

An innovative, effective and systematic means of showing appreciation for staff (i.e. longevity bonuses) will boost morale, enhance job satisfaction, improve retention, cultivate a culture of self-improvement, and reinforce staff's sense of purpose. Paid Holiday time off promotes self-care and work-life balance, which in turn, can increase retention rates. Decreasing turnover and maintaining consistent staff will improve model fidelity by ensuring continuity of staffing. Staff retention has been proven to enhance team cohesion. Consistent staffing also strengthens the therapeutic relationships between consumers and providers. Furthermore, filling and maintaining relief positions will allow full-time staff to take time off and will therefore increase retention rates. Lastly, focused retreats will provide a way to improve team cohesiveness, increase the positive culture, and decrease chance for staff burnout.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into a contract renewal with the Michigan Department of Health and Human Services (MDHHS) to provide workforce stabilization support to CMHA-CEI

Behavioral Health staff for the period of October 1, 2024 to September 30, 2025 and receive \$68,000 for those services.



**Agenda Item:** Finance Committee  
Agenda Item #F-24

**Month, Year:** September, 2024

**Major Program:** Adult Mental Health Services (AMHS)

**Component Program:** Hispanic Behavioral Health Grant

**Agenda Item Title:** Revenue Contract Renewal: Michigan Department of Health and Humans Services, Comprehensive Services for Behavioral Health, Hispanic Behavioral Health Services

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this revenue contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will provide mental health services to the portion of the Hispanic population of Clinton, Eaton, and Ingham Counties that do not have Medicaid, and receive \$75,000 for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI's FY 2025 budget. The revenue source that supports this contract is the Michigan Department of Health and Human Services (MDHHS) grant. The expenses of this contract are reflected in the AMHS/Multicultural grant budget. This contract does not cover the administrative costs incurred with the operation of this program. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

The grant money is to provide comprehensive behavioral health services to the Hispanic population in Clinton, Eaton and Ingham Counties who do not have Medicaid in a culturally competent and sensitive manner. Staff will provide services including Psychotherapy, Targeted Case Management and Psychiatry. The primary functions will be the delivery of mental health services, coordination of care with community agencies, connection to benefits, language support (translation) in meeting with their mental health provider, and providing community outreach and education about various behavioral health topics.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 a contract renewal with Michigan Department of Health and Human Services to provide mental health services to the portion of the Hispanic population whom do not have Medicaid within Clinton, Eaton and Ingham Counties for the period of October 1, 2024 through September 30, 2025 and receive \$75,000 for those services.



**Agenda Item:** Finance Committee  
Agenda Item #F-25

**Month, Year:** September, 2024

**Major Department:** Families Forward

**Component Program:** Families Forward

**Agenda Item Title:** Expense Contract Renewal: McBride Quality Care Services, Inc. -Youth Overnight Respite

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase therapeutic respite/crisis group home services for children and adolescents with serious emotional disturbance, referred by CMHA-CEI Families Forward, and pay a 15-minute rate of \$3.93 or \$377.13 per day, per bed for six beds for a total annual budget of \$825,904 for the period of October 1, 2024 through September 30, 2025. Access to the therapeutic respite/crisis beds is on a 24 hour, 7 days a week basis.

The revenue and expense of this contract are reflected in CMHA-CEI's FY 2025 budget. The revenue source that supports this contract is Traditional Medicaid, Medicaid Serious Emotional Disturbances Waiver and Medicaid Healthy Michigan Plan, State General Funds, and local funds. The expenses of this contract are reflected in the various contract line items of the Families Forward Appletree budget. This contract will not impact CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

This program provides a structured, staffed, well-supervised, therapeutic environment for up to six children and/or adolescents, serving both males and females. The facility is

available for brief respite and urgent placements. The length of stay varies depending upon the individualized needs of the children and their families. A typical length of stay is 1-3 days. Children utilizing this respite option also continue to attend their regular school. The cost of school transportation is incorporated into the per diem rate.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 contract renewal with McBride Quality Care Services to purchase Respite Care Services (Billing Code T1005) for the period of October 1, 2024 through September 30, 2025 at 15-minute rate of \$3.93 or \$377.13 per day, per bed for six beds for a total annual budget of \$825,904.



**Agenda Item:** Finance Committee  
Agenda Item #F-26

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Families Forward

**Agenda Item Title:** Expense Contract Renewal: Beacon Specialized Living Services, Inc. – Crisis Residential

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Crisis Residential Services from Beacon Specialized Living Services, Inc. for children and adolescents with serious emotional disturbance. Access to the crisis residential beds is on a 24 hour, 7 days a week basis. The contract period will have an effective date of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI’s FY 25 budget. The revenue source that supports this contract is Medicaid. The expenses of this contract are reflected in the Contract – MCAID-Traditional line item of the Families Forward Crisis Residential budget. This contract will not affect CMHA-CEI’s fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

Beacon Specialized Living, Inc. will provide crisis residential services in our community through a 6 bed licensed Therapeutic Group Home, following all MDHHS guidelines for licensure and certification as a Crisis Residential. Crisis Residential services include; psychiatric supervision, therapeutic support services, medication management/stabilization and education, behavioral services, milieu therapy and nursing services. Youth must also have the opportunity to learn more about crises, substance use, identity, values, choices and choice making, recovery and recovery planning. This service may only be used to avert an inpatient psychiatric admission or

to shorten the length on an inpatient stay, for youth who can be appropriately served in settings less intensive than a hospital.

Families Forward has had a long history of successful community-based interventions for families who have children with a serious emotional disturbance through many creative interventions including use of a crisis respite home. The addition of the crisis residential option will continue to strengthen our continuum of care and provide additional capacity and resources to serve youth in the least restrictive setting.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into a contract with Beacon Specialized Living Services, Inc. to purchase Crisis Residential Services and pay the rates listed below. The contract period will have an effective date of October 1, 2024 through September 30, 2025.

<b>Service Description</b>	<b>Billing Code</b>	<b>Unit</b>	<b>Rate</b>
Crisis Residential	H0018	Per Diem	\$672.00





**Agenda Item:** Finance Committee  
Agenda Item #F-27

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Children’s Trauma Initiative

**Agenda Item Title:** Expense Contract Renewal: Wilson Counseling & Consulting, LLC  
(Kelly Wilson)

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal Community Mental Health Authority of Clinton, Eaton, and Ingham Counties will purchase services from Wilson Counseling & Consulting, LLC, training consultant, to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) for the period October 1, 2024 through September 30, 2025, and CMHA-CEI will pay no more than \$32,400 for these services.

Expenses from this contract are reflected in CMHA-CEI’s FY25 budget. The revenue sources that support this contract are federal block grant dollars. The expenses of this contract are reflected in the Contract-Training line item of the CBT Trauma Informed Grant budget. Indirect costs are reimbursed at 10.00%, for the first \$50,000 of each contract, for fiscal year 2025. Any indirect costs, including administration, that are not reimbursable by the grant must be covered with State General Funds or Local funding sources. This contract may decrease CMHA-CEI’s fund balance by an undetermined dollar amount if there are not enough State General Funds or Local funding sources to cover the remaining indirect costs.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

Wilson Counseling & Consulting, LLC will provide: Three (3) cohorts will be involved in various stages of the TF-CBT Learning Collaborative (LC). The purpose of the TF-CBT LC is to support participating clinicians and supervisors in the training, implementation, fidelity, and sustainability of TF-CBT. Research studies have demonstrated that TF-CBT is effective in reducing the symptomology associated with Post Traumatic Stress Disorder in children. The above will be accomplished through virtual trainings, consultation calls, regularly scheduled webinars, and the Joint PMTO & Children’s Trauma Initiative State Conference.

**STAFF RECOMMENDATIONS:**

Because this provides CMHA-CEI's Families Forward with a unique opportunity to partner with Wilson Counseling & Consulting, LLC in advancing clinical interventions for children, youth and families, staff recommends that the Finance Committee of the CMH Board of Directors approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMH to enter into a renewal contract with Wilson Counseling & Consulting, LLC to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy to CMHSP's and pay \$32,400 for those services for the period October 1, 2024 through September 30, 2025.



**Agenda Item:** Finance Committee  
Agenda Item #F-28

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Children’s Trauma Initiative

**Agenda Item Title:** Expense Contract Renewal: Michael Gomez

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this renewal contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties will purchase services from Michael Gomez, training consultant, to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) for the period of October 1, 2024 through September 30, 2025, and CMHA-CEI will pay no more than \$33,100 for these services.

Expenses from this contract are reflected in CMHA-CEI’s FY25 budget. The revenue sources that support this contract are federal block grant dollars. The expenses of this contract are reflected in the Contract-Training line item of the CBT Trauma Informed Grant budget. Indirect costs are reimbursed at 10.00%, for the first \$50,000 of each contract, for fiscal year 2025. Any indirect costs, including administration, that are not reimbursable by the grant must be covered with State General Funds or Local funding sources. This contract may decrease CMHA-CEI’s fund balance by an undetermined dollar amount if there are not enough State General Funds or Local funding sources to cover the remaining indirect costs.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

Michael Gomez will provide: Two (2) cohorts will be involved in various stages of the TF-CBT Learning Collaborative (LC). The purpose of the TF-CBT LC is to support participating clinicians and supervisors in the training, implementation, fidelity, and sustainability of TF-CBT. Research studies have demonstrated that TF-CBT is effective in

reducing the symptomology associated with Post Traumatic Stress Disorder in children. The above will be accomplished through virtual trainings, consultation calls, regularly scheduled webinars, and the Joint PMTO & Children's Trauma Initiative State Conference. In addition to the above, a Components for Enhancing Career Experience and Reducing Trauma (CE-CERT) learning collaborative will also be facilitated including training and consultation to address secondary trauma symptoms.

**STAFF RECOMMENDATIONS:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into a contract renewal with Michael Gomez to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy and Components for Enhancing Career Experience and Reducing Trauma and pay \$33,100 for those services for the period of October 1, 2024 through September 30, 2025.



**Agenda Item:** Finance Committee  
Agenda Item #F-29

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Children’s Trauma Initiative

**Agenda Item Title:** Expense Contract Renewal: Jennifer Wilgocki

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this renewal contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties will purchase services from Jennifer Wilgocki, MA, LCSW, training consultant, to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) for the period October 1, 2024 through September 30, 2025, and CMHA-CEI will pay no more than \$42,000 for these services.

Expenses from this contract are reflected in CMHA-CEI’s FY25 budget. The revenue sources that support this contract are federal block grant dollars. The expenses of this contract are reflected in the Contract-Training line item of the CBT Trauma Informed Grant budget. Indirect costs are reimbursed at 10.00%, for the first \$50,000 of each contract, for fiscal year 2025. Any indirect costs, including administration, that are not reimbursable by the grant must be covered with State General Funds or Local funding sources. This contract may decrease CMHA-CEI’s fund balance by an undetermined dollar amount if there are not enough State General Funds or Local funding sources to cover the remaining indirect costs.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

Jennifer Wilgocki will provide: Four (4) cohorts will be involved in various stages of the TF-CBT Learning Collaborative (LC). The purpose of the TF-CBT LC is to support participating clinicians and supervisors in the training, implementation, fidelity, and sustainability of TF-CBT. Research studies have demonstrated that TF-CBT is effective in reducing the symptomology associated with Post Traumatic Stress Disorder in children. The above will be accomplished through virtual trainings, consultation calls, regularly scheduled webinars,

and the Joint PMTO & Children's Trauma Initiative State Conference.

**STAFF RECOMMENDATIONS:**

Because this provides CMHA-CEI's Families Forward with a unique opportunity to partner with Jennifer Wilgocki in advancing clinical interventions for children, youth and families, staff recommends that the Finance Committee of the CMH Board of Directors approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMH to enter into a renewal contract with Jennifer Wilgocki to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy to CMHSPs and pay \$42,000 for those services for the period October 1, 2024 through September 30, 2025.



**Agenda Item:** Finance Committee  
Agenda Item #F-30

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Children’s Trauma Initiative

**Agenda Item Title:** Expense Contract Renewal: Cognitive & Behavioral Consultants

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this renewal contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties will purchase services from Cognitive & Behavioral Consultants, training consultant, to provide training and coaching in Dialectical Behavior Therapy for Adolescents (DBT for Adolescents) for the period of October 1, 2024 through September 30, 2025, and CMHA-CEI will pay no more than \$61,750 for these services.

Expenses from this contract are reflected in CMHA-CEI’s FY25 budget. The revenue sources that support this contract are federal block grant dollars. The expenses of this contract are reflected in the Contract-Training line item of the CBT Trauma Informed Grant budget. Indirect costs are reimbursed at 10.00%, for the first \$50,000 of each contract, for fiscal year 2025. Any indirect costs, including administration, that are not reimbursable by the grant must be covered with State General Funds or Local funding sources. This contract may decrease CMHA-CEI’s fund balance by an undetermined dollar amount if there are not enough State General Funds or Local funding sources to cover the remaining indirect costs.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

Cognitive & Behavioral Consultants will provide: Two (2) cohorts will be involved in various stages of the DBT for Adolescents Learning Collaborative (LC). The purpose of the DBT for Adolescents LC is to support participating clinicians and supervisors in the training, implementation, fidelity, and sustainability of DBT for Adolescents. Research studies have demonstrated that DBT for Adolescents is effective in reducing incidents of suicidal attempts in adolescents as well as nonsuicidal self-injurious behaviors (NSSI). The above will be accomplished through virtual trainings, consultation calls, regularly scheduled webinars, and the Joint PMTO & Children’s Trauma Initiative State Conference.

**STAFF RECOMMENDATIONS:**

Because this provides CMHA-CEI's Families Forward with a unique opportunity to partner with Cognitive & Behavioral Consultants in advancing clinical interventions for youth and families, staff recommends that the Finance Committee of the CMH Board of Directors approve the following resolution:

The Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMH to enter into a renewal contract with Cognitive & Behavioral Consultants to provide DBT for Adolescents expert training and consultation to CMHSP's and pay no more than \$61,750 for those services for the period October 1, 2024 through September 30, 2025.





**Agenda Item:** Finance Committee  
Agenda #F-31

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Families Forward Early Intervention Program

**Agenda Item Title:** Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Infant and Early Childhood Mental Health Consultation in Child Care

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will provide three (3) half-time (0.5 FTE) Mental Health Therapists and one part-time Coordinator 2A (0.05 FTE) to provide Early Intervention Services in Daycare/Early Childhood Settings and will receive \$209,432 from the Michigan Department of Health and Human Services (MDHHS) for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI’s FY25 budget, but will be through additional revenue from the MDHHS Mental Health Block Grant Funding. The expenses of this contract are reflected in the Families Forward budget. This contract does cover the administrative costs incurred with the operation of this program. This contract will not affect CMHA-CEI’s fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

Infant Early Childhood Mental Health Consultation in Childcare is a prevention based, indirect, intervention that teams a mental health professional with childcare providers to improve the social, emotional and behavioral health of children. Consultation builds adults’ capacities to understand the influence of their relationships and interactions of young children’s development. Consultants work with child care providers, directors, staff and families, along with children not covered under Medicaid, through skilled observation, group and individualized strategies, integration of reflective practice and early identification of children with behavioral challenges, which may place them at risk for expulsion in the future.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 a contract renewal with the MDHHS to provide three (3) half-time (0.5 FTE) Mental Health Therapists and one part-time Coordinator 2A (0.05 FTE) to provide Early Intervention Services in Daycare/Early Childhood Settings for the period of October 1, 2024 through September 30, 2025 and receive \$209,432 for those services.



**Agenda Item:** Finance Committee  
Agenda Item #F-32

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Families Forward

**Agenda Item Title:** Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) Coordination & Training

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this revenue contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will provide coordination of the Children’s Trauma Initiative for the Michigan Department of Health and Human Services (MDHHS). CMHA-CEI will receive up to \$993,000 for the period of October 1, 2024 through September 30, 2025 for these services.

The revenue and expense of this contract is reflected in CMHA-CEI’s FY 2025 budget. The revenue sources that support this contract are Federal block grant dollars passed through MDHHS. Indirect costs are reimbursed at 10.00%, for the first \$50,000 of each contract, for fiscal year 2025. Any indirect costs, including administration, that are not reimbursable by the grant must be covered with State General Funds or Local funding sources. This contract may decrease CMHA-CEI’s fund balance by an undetermined dollar amount if there are not enough State General Funds or Local funding sources to cover additional indirect costs.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

The goal of the initiative is to support Community Mental Health Services Programs (CMHSPs) across the state of Michigan in building a trauma informed system for children and families. CMHA-CEI staff will assume responsibility of coordinating and planning

the following activities: training, consultation, fidelity monitoring, and long range planning, with the ultimate goal being the development of a trauma informed system. To accomplish the above goal, CMHSPs receive training and follow up consultation in how to build a trauma informed screening and assessment process, how to deliver an evidence-based trauma treatment (Trauma-Focused Cognitive Behavioral Therapy (TF-CBT), Child-Parent Psychotherapy (CPP), and Dialectical Behavioral Therapy (DBT) for Adolescents), and how to organize and implement a psychoeducational curriculum on the impact of trauma on children. To date, 37 cohorts have been initiated, with an average of 20 CMHSPs per cohort.

#### Expectations:

- 1) Serve as the state liaison with all of the Initiative participants, national training consultants, Caregiver Education master and state trainers, Prepaid Inpatient Health Plans (PIHPs) and CMHSPs across the state participating or planning on participating in the Initiative.
- 2) Coordinate and support training/consultation in Screening, TF-CBT, Caregiver Education, Reflective Supervision, CPP, DBT for Adolescents, and Secondary Traumatic Stress (STS) through the provision of Components for Enhancing Career Experience and Reducing Trauma (CE-CERT).
- 3) Organize training and consultation calls for all staff who have participated in Screening, TF-CBT, CPP, Reflective Supervision, Caregiver Education, DBT for Adolescents, and CE-CERT training cohorts.
- 4) Monitor all learning collaboratives and the CMHSP trainee activities, during the training and coaching, to ensure participation in the training and smooth operation of the training.
- 5) Support parent participation on committees, workgroups and in training activities.
- 6) Monitor progress toward overall outcomes of the Children's Trauma Initiative.
- 7) Coordinate with Michigan State University and MDHHS on all Initiative evaluation activities.
- 8) The contract covers 0.05 FTE Supervisor 2A, 1.0 FTE Coordinator 2A, 3.0 FTE MHT's, and 1.0 FTE Secretary.

Accomplishments in the last year include the initiation of 4 TF-CBT cohorts, 1 DBT cohort, 1 Caregiver Education cohort, 1 CE-CERT cohort across the state of Michigan. All participants attended an initial training on the impact of trauma. TF-CBT participants received training in the trauma assessment instruments utilized for the Initiative

evaluation. Clinicians and supervisors implementing TF-CBT participated in a 2.5-day training on how to implement the model as well as a 2-day follow up training. Caregiver Education facilitators participated in 2.5 training days designed to familiarize them with the psychoeducational trauma curriculum and how to organize and implement their local trainings. DBT clinicians and supervisors received a 5-day training on how to implement the model. CE-CERT supervisors received a 1-day initial training and a 1-day follow-up training about the model and how to implement it. All participants- screening/assessment interventionists, clinicians/supervisors, Caregiver Education facilitators (clinical and parent), and Children's/Program/Clinical Directors participated in regularly scheduled coaching calls.

This provides CMHA-CEI's Families Forward program with a unique opportunity to partner with MDHHS in advancing clinical interventions.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into a contract renewal with the Michigan Department of Health and Human Services to provide coordination services for Trauma Focused Cognitive Behavioral Therapy training for the period of October 1, 2024 to September 30, 2025 and receive up to \$993,000 for those services provided.



**Agenda Item:** Finance Committee  
Agenda Item #F-33

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Families Forward

**Agenda Item Title:** Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Mental Health Access and Juvenile Justice Diversion

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this revenue contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will receive federal block grant dollars from the Michigan Department of Health and Human Services (MDHHS) through the mental health/juvenile justice initiative. CMHA-CEI will receive \$100,000 for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this renewal contract are reflected in CMHA-CEI’s FY25 budget. The revenue sources that support this contract are federal block grant dollars. This renewal contract does not cover the administrative costs incurred with the operation of this program. Any indirect costs, including administration, that are not reimbursable by the grant will be covered with local or General funds.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

The project reflects a partnership between CMHA-CEI, local school entities (ie. Eaton County Regional Education Services Agency (RESA) and Clinton County RESA) and other community partners, such as the court and local MDHHS offices. The project targets youth who are truant or at risk of truancy and/or are refusing school prior to formal court involvement who may have mental health needs. The project provides identification, screening, linking to indicated mental health and substance abuse services and brief crisis intervention as a way to divert them from formal Juvenile Justice involvement. Lastly, services are linked to other system of care structures and prevention networks that are in existence in our counties.

The use of federal block grant dollars associated with this renewal are used for staff time dedicated to continued implementation of the project and for providing screening and referrals to youth and families. The goal is to expand both the Clinton County Truancy Intervention Program (TIP) and the Eaton County TIP.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to renew the contract with the Michigan Department of Health and Human Services for the mental health/juvenile justice initiative for the period of October 1, 2024 through September 30, 2025 and receive \$100,000 for those services.



**Agenda Item:** Finance Committee  
Agenda Item #F-34

**Month, Year:** August, 2024

**Major Program:** Families Forward

**Component Program:** Families Forward Access Center and Crisis Services

**Agenda Item Title:** Revenue Contract Renewal: Eaton Truancy Intervention Program

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this revenue contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will provide mental health treatment services to youth and families served through the Eaton County Truancy Intervention Program (TIP). The revenue from this contract is intended to fund 0.5 FTE Mental Health Therapist (including salary and fringes), travel and mileage expenses, communications costs, miscellaneous supplies, training, license fees, and administrative overhead for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI's FY25 budget. The revenue sources that support this contract are from Eaton County Juvenile Justice Millage funds. The expenses of this contract will be reflected within the Families Forward Access Center and Crisis Services Program budgets. This contract does not cover the administrative costs incurred with the operation of this program. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

The services provided through the position funded by this contract will involve provision of individual and/or family therapy to persons involved with the Truancy Intervention Program who are experiencing emotional and/or behavioral problems resulting in, or associated with, truancy. Such services are generally short term in



nature for most participants (i.e. three to nine sessions), with a few youth and/or families engaging in longer more intensive treatment. Services are available in-school, in-office, and/or in-home based upon the needs of the particular case.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 a contract renewal with the Eaton County Board of Commissioners and the 56<sup>th</sup> Circuit Court to provide screening, assessment, referral, and treatment services to youth and families under jurisdiction of the Eaton County Juvenile Court for the period of October 1, 2024 through September 30, 2025 and receive funding for those services.



**Agenda Item:** Finance Committee  
Agenda Item #F-35

**Month, Year:** September, 2024

**Major Program:** Families Forward

**Component Program:** Families Forward

**Agenda Item Title:** Revenue Contract Renewal: Clinton County Regional Educational Services Agency (RESA)

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will provide 1.0 FTE Mental Health Therapist to provide therapy services to students in Clinton County Schools and receive \$137,502 for the period of October 1, 2024 to September 30, 2025 from Clinton County Regional Educational Services Agency (RESA).

The revenue and expense of this contract are reflected in CMHA-CEI's FY25 budget. The revenue sources that fund this will be from Clinton County RESA through 31N federal funding. The expense sources will be reflected in multiple line items of the Families Forward budget. This contract does cover the administrative costs incurred with the operation of this program. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/PROPOSAL:**

In the context of Clinton County Schools, the Mental Health Therapist (1.0 FTE) will work as part of a team that will provide a variety of direct and indirect services. The direct services, to general education services, will include: individual therapy, family therapy, group therapy, crisis intervention, behavioral intervention planning and psychoeducation. Additionally, they will provide referrals and linkages to other appropriate services, including referrals and linkages to Community Mental Health of Clinton, Eaton and Ingham Counties (CMHA-CEI). The indirect services to the program

would include: participation on school wide teams, education on CMHA-CEI programs and referrals, developing the program and referrals, developing screening tools, providing education activities, and other activities associated with the development of the program and services.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 a contract renewal with Clinton County Regional Educational Services Agency (RESA) to provide a Mental Health Therapist to provide mental health therapy services to students in Clinton County Schools for the period of October 1, 2024 to September 30, 2025 and receive \$137,502 for those services.



**Agenda Item:** Finance Committee  
Agenda Item #F-36

**Month, Year:** September, 2024

**Major Program:** General Administration

**Component Program:** Finance/Human Resources

**Agenda Item Title:** Expense Contract Renewal: Metaformers Inc.

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase on-going support for the Connect (Oracle Cloud) system, from Metaformers, Inc., Reston, VA) and pay \$54,000 for release management and an estimated \$215,250 for support services based on per hour utilization in the prior year. The total estimated amount for this contract is \$269,250 for the period of October 1, 2024 through September 30, 2025. The agreement with Metaformers remains effective for as long as there is an active Statement of Work (SOW) and for six (6) months following completion or termination of the last active SOW. The SOWs are renewed on a Quarterly-basis by CMHA-CEI’s Chief Finance Officer

The revenue and expense of this contract are reflected in CMHA-CEI’s FY 2025 budget All revenue sources support this contract. The expenses of this contract are reflected in the Contract-Consultation line item of the Finance and Human Resources (HR) Department budgets. This contract will not affect CMHA-CEI’s fund balance.

**SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:**

Metaformers, Inc. will provide ongoing support for Release Management for Oracle SaaS HCM, T&L, and Payroll.

The Release Management service includes:

- Review of the Release Preparation Guide
- Outline of key features, updates, and mandatory tasks
- Release Reviews – A personal review of the impact on your specific configuration, up to 4 hours per release

- Release Regression Testing – Up to 80 hours of regression planning and testing per release

#### Center of Excellence (CoE)

Metaformers CoE provides expertise and resources when you need them. Services are billed per hour based on utilization and may be used for the following services:

- Support – troubleshooting issues, guidance, and other day-to-day activities including assisting the team with Oracle support requests
- New Functionality – review new features and functions not yet implemented, support and guidance for making decisions when implementing new functionality
- Reporting & Integration – support for packaged and custom integrations, custom reporting
- Optimization – updating business processes and configuration, revising organization structures and modifying rules for security
- Change Management, Education and Training – change management, communications, knowledge transfer and training

#### **STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to approve continued contract renewals with Metaformers, Inc. to purchase on-going support for the (Oracle Cloud) system, from Metaformers, Inc., Reston, VA) and pay \$54,000 for release management and an estimated \$215,250 for support services based on per hour utilization in the prior year. The total estimated amount for this contract is \$269,250 for the period of October 1, 2024 through September 30, 2025. The agreement with Metaformers remains effective for as long as there is an active Statement of Work (SOW) and for six (6) months following completion or termination of the last active SOW. The SOWs are renewed on a Quarterly-basis by CMHA-CEI's Chief Finance Officer.



**Agenda Item:** Finance Committee  
Agenda Item #F-37

**Month, Year:** September, 2024

**Major Program:** General Administration

**Component Program:** Finance/Human Resources

**Agenda Item Title:** Expense Contract Renewal: Metaformers for Oracle America, Inc. – Cloud Services Agreement

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Oracle Fusion Cloud Services through Metaformers for Oracle America, Inc. and pay \$180,822.24 for the period of October 30, 2024 through October 29, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI's FY 2025 budget. The revenue sources that support this contract are state general fund, Medicaid, federal or state contract, commercial payers, and local funding sources. The expenses of this contract are reflected in the Contract-Consultation line item of the Finance and Human Resources (HR) Department budgets. This contract will not affect CMHA-CEI's fund balance.

**SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:**

The Community Mental Health Authority of Clinton, Eaton and Ingham County (CMHA-CEI) Enterprise Resource Planning (ERP) and Human Capital Management (HCM) Software.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into a contract with Metaformers, Inc. to purchase Oracle Fusion Cloud Services from Oracle America, Inc. and pay \$180,822.24



**Agenda Item:** Finance Committee  
Agenda Item #F-38

**Month, Year:** September, 2024

**Major Program:** Administration

**Component Program:** Finance

**Agenda Item Title:** Expense Contract Renewals: Michigan Department of Health and Human Services (MDHHS) Donated Funds Agreements (DFA) - Eligibility Specialists

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract renewal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Eligibility Specialist services from the Michigan Department of Health and Human Services (MDHHS) through two Donated Funds Agreements (DFA) and pay up to \$74,900 each (totaling \$149,800) for two full-time (2.0 FTE) Eligibility Specialist positions for the period of October 1, 2024 through September 30, 2025.

The revenue and expense of this contract are reflected in CMHA-CEI's FY 2025 budget. The revenue source that supports this contract is State General Funds or Local dollars. The expenses of this contract are reflected in the Contract-DHS staff line item of the Finance Department budget. This contract will not impact CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/ PROPOSAL:**

This contract enables MDHHS to designate eligibility specialists to CMHA-CEI. These MDHHS staff expedite the enrollment of CMHA-CEI consumers onto Medicaid or Medicaid – Health Michigan Plan (HMP) and ensure that, once enrolled, they are able to retain their eligibility. These MDHHS employees, skilled at Medicaid eligibility, will carry out the following functions:

- a. Medicaid and HMP eligibility determination and enrollment: for new and existing CMHA-CEI consumers who are not on Medicaid or HMP and for those whom receive inpatient care or Bridges crisis residential.
- b. Medicaid and HMP re-enrollment: Processing of re-enrollment packets for existing CMHA-CEI consumers.



- c. Spend Down: Obtaining information on each consumer's spend down threshold and ensuring that spend-down recording is done rapidly and Medicaid eligibility initiated as soon as possible after the spend down threshold is reached.
- d. Case Load: Assigned as the MDHHS Case Worker for some CMHA-CEI clients providing initial and follow-up contact, direction, coordination, and review of the client's MDHHS case. Serve as the primary contact for MDHHS for these clients.

These positions, funded by CMHA-CEI (with the intent that CMHA-CEI's contribution would be offset by reduced use of scarce State General Fund (GF) dollars and increased Medicaid and HMP PEPM), provide a number of benefits, including: ensuring that CMHA-CEI consumers obtain the health care coverage, including mental health and substance abuse coverage, provided by Medicaid and HMP; and allow CMHA-CEI to use Medicaid funds to pay for services for these consumers, rather than using more scarce State GF dollars.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into an expense contract renewal with Michigan Department of Health and Human Services to purchase Eligibility Specialist services and pay up to \$74,900 each (totaling \$149,800) for two full-time (2.0 FTE) Eligibility Specialist positions for the period of October 1, 2024 through September 30, 2025.