



**Community**  
MENTAL HEALTH  
CLINTON • EATON • INGHAM

**FINANCE COMMITTEE**

**Meeting Minutes**

**Wednesday, September 9, 2015, 5:30 p.m.  
812 E. Jolly Road, Conference Room G11-C  
Lansing, MI 48910**

**Committee Members Present:**

**Joseph Brehler, Raul Gonzales, Kay Randolph-Back, Kam Washburn, Chris Swope**

**Committee Members Absent:**

**Sara Clark Pierson, Carol Koenig**

**Staff Present:**

**Stacia Chick, Chelsea Christensen, Bob Sheehan, Chuck Dougherty, Chris McDaniel, Jennifer Stanley, Sharon Blizzard, Ricardo Tillery, Melissa Misner, Alan Platt, Al Way, Joyce Tunnard, John Peiffer, Mary Clissold**

**Public Present:**

**Sara Lurie**

**Call to Order:**

**The meeting was called to order by Chairperson Joseph Brehler at 5:30 p.m.**

**Previous Meeting Minutes:**

**MOVED by Raul Gonzales and SUPPORTED by Kay Randolph-Back to approve the meeting minutes of August 12, 2015.**

**MOTION CARRIED unanimously.**

**Adoption of Agenda:**

**MOVED by Chris Swope and SUPPORTED by Raul Gonzales to adopt the revised agenda with the additions of "Revenue Contract Renewal: Mid-State Health Network – Critical Incident Analysis and Reporting Contract" and "Fiscal Year 2015 4<sup>th</sup> Quarter Budget Amendments".**

**MOTION CARRIED unanimously.**

**Public Comment on Agenda Items:**

No comment.

**BUSINESS ITEMS:**

**Revenue Contract Renewal: Michigan Department of Health and Human Services - Strong Families-Safe Children**

Bob Sheehan presented a revenue contract renewal with the Michigan Department of Health and Human Services (MDHHS). Under this contract, CMHA-CEI, acting as the fiduciary for the Clinton County Building Stronger Communities Council, will coordinate the Clinton County Strong Families-Safe Children (SFSC) contract management process between the Clinton-Eaton Counties Office of MDHHS and the providers carrying out SFSC-related activities.

**ACTION:**

**MOVED** by Kam Washburn and **SUPPORTED** by Chris Swope that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into a contract renewal with Clinton-Eaton Counties Office of the Department of Health and Human Services (MDHHS) to coordinate the Clinton County Strong Families-Safe Children (SFSC) contract management process between the Clinton-Eaton Counties Office of the Department of Health and Human Services (MDHHS) and the providers carrying out SFSC-related activities. CMHA-CEI will receive up to \$8,000 for this service for the period of October 1, 2015 through September 30, 2016.

**MOTION CARRIED unanimously.**

**NEW PURCHASE AND LEASE RENEWALS**

John Peiffer presented additional information regarding the proposal to purchase the property located at 836 East Jolly Road, Lansing. The long term use of this property will complement the future building site of 830 East Jolly Road, Lansing for CMHA-CEI expansion of services by providing an area for storm water run-off and allow space for additional parking. Discussion ensued regarding rezoning the property.

**ACTION:**

**MOVED** by Chris Swope and **SUPPORTED** by Raul Gonzales that the Finance Committee recommends that the Board of Directors of the Community Mental

Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into the following purchase agreement and lease renewals based on the fact that the information has been reviewed and the contracts are in line with agency responsibilities:

**New Purchase: 836 East Jolly Road, Lansing**

New purchasing contract for CMHA-CEI to purchase the property at 836 East Jolly Road Lansing Michigan 48910 from Denise Fuller with an address of: 836 East Jolly Road, Lansing, Michigan 48910 for the amount of \$60,000.

**Lease Renewal: 1369 Carlisle Highway, Charlotte**

Lease renewal to lease the property at 1369 Carlisle Highway in Carmel Township, Charlotte, Michigan 48813 from Lyle M. and Ellen D. Hotchkiss for the period of three years at the following rates per year:

October 1, 2015 through September 30, 2016 and pay \$1963.24.00 per month. The total lease amount paid for fiscal year 2016 is to be \$23,588.02.

And October 1, 2016 through September 30, 2018 and pay \$2005.04 per month. The total lease amount paid for fiscal years 2017 and 2018 is to be \$24,060.59 per year.

**Lease Renewal: 138 East Santee Hwy, Charlotte**

Lease renewal to lease property at 138 East Santee Highway in Benton Township, Charlotte, Michigan 48813 from Lyle M. and Ellen D. Hotchkiss for the period of three years at the following rates:

October 1, 2015 through September 30, 2016 and pay \$1994.45 per month. The total lease amount paid for fiscal year 2016 is to be \$23,933.36

And October 1, 2016 through September 30, 2018 and pay \$2034.34 per month. The total lease amount paid for fiscal year 2017 and 2018 is to be \$24,412.08 per year.

**Lease Renewal: 201 Railroad, St. Johns**

Lease renewal to lease the property located at 201 Railroad, St. Johns, Michigan 48879, containing 8900 square feet, from FirstMerit Bank, located at 328 S. Saginaw Street, Flint, Michigan 48502, and pay the following lease rates for the next three years:

The rental rates for the period will reflect a 2% increase per year per article (35) of the existing lease and those rates will be effective as follows:

September 1, 2015 through August 31, 2016; \$5257.64 per month or \$63,091.68 per year.

September 1, 2016 through August 31, 2017; \$5362.71 per month or \$64,352.52 per year.

September 1, 2017 through August 31, 2018; \$5469.96 per month or \$65,639.52 per year.

MOTION CARRIED unanimously.

**Expense Contract Renewals: Residential Type B Contracts**

Stacia Chick presented the contract renewals for Type-B Residential Services.

**ACTION:**

MOVED by Chris Swope and SUPPORTED by Raul Gonzales that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into contract renewals for Type-B Residential Services for a three year period from October 1, 2015 through September 30, 2018, in accordance with the homes listed below and approve the annualized budgets for FY 2016.

**Alternative Community Living Inc**

- Coulson Court
- Eureka
- Holt
- Loretta
- Stoll
- Village Manor

**Alternative Services Inc.**

- Bradford
- Grand Ledge
- Howe
- Oxford-Mason
- Turner
- Van Atta
- Williamston
- Willoughby

**Bay Human Services**

- Schavey
- Webb
- Heritage
- Beech St.

**Central State Community Services, Inc**

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- Boichot
- Coleman
- State
- Waverly

#### Nova Vida

- Bittersweet
- Otto

#### Residential Options

- Dewitt
- Green Meadows
- Kemler
- Thomas L Parkway

#### Valley Residential Services

- Airport
- Carlisle
- Greenfield
- Mulliken
- Santee

**MOTION CARRIED unanimously.**

#### **REVENUE CONTRACT RENWALS**

**Chuck Dougherty informed the Finance Committee that the contract renewal with Mid-State Health Network for Encounter and Eligibility Warehouse Services has not yet been received and could potentially change within the next few weeks. If the final contract varies by 5% or \$10,000, an amended fact sheet will appear on a future Finance Committee agenda.**

#### **ACTION:**

**MOVED by Kam Washburn and SUPPORTED by Kay Randolph-Back that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into the following revenue contract renewals based on the fact that the information has been reviewed and the contracts are in line with agency responsibilities:**

**Revenue Contract Renewal: Gratiot County CMH**

Revenue contract renewal with Gratiot County Community Mental Health to provide and maintain the Echo/Streamline Electronic Health Record for the period of October 1, 2015 through September 30, 2016 and receive \$120,166.32 for that service.

**Revenue Contract Renewal: MidState Health Network – Encounter and Eligibility Warehouse Services**

Revenue contract renewal with Mid-State Health Network to provide demographic, encounter and eligibility warehouse, reporting and MDHHS submission services for the period of October 1, 2015 through September 30, 2016 and receive approximately \$756,998 for these services.

MOTION CARRIED unanimously.

**Revenue Contract Renewal: Ingham County – Office of Community Corrections**

Ricardo Tillery presented a revenue contract renewal with the Ingham County Office of Community Corrections to provide treatment in addiction services.

**ACTION:**

MOVED by Raul Gonzales and SUPPORTED by Chris Swope that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into a contract renewal with the Ingham County Office of Community Corrections to provide treatment in addiction services for the period of October 1, 2015 through September 30, 2016 and receive \$48,323 for those services.

MOTION CARRIED unanimously.

**EXPENSE CONTRACT RENEWALS AND AMENDMENT**

Mary Clissold provided additional information regarding the expense contract amendment with JWR Health Services. The rates for the contract now include a half day and full day per diem.

**ACTION:**

MOVED by Chris Swope and SUPPORTED by Raul Gonzales that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into the following revenue contract renewals and amendment

based on the fact that the information has been reviewed and the contracts are in line with agency responsibilities:

**Expense Contract Renewals: Applied Behavioral Analysis (ABA) Services**

Expense contract renewals to purchase Applied Behavioral Analysis from Residential Options Inc. and Centria at the rate of \$50.75/hour for Direct Therapy and \$125/hour for assessments and supervision for the period of October 1, 2015 through September 30, 2016.

**Expense Contract Renewal: Peckham, Inc.**

Expense contract renewal to purchase skill building services for adults with developmental disabilities from Peckham, Inc for the period of October 1, 2015 through September 30, 2016 and pay up to \$550,000.00 for those services / goods.

**Expense Contract Amendment: JWR Health Services**

Expense contract amendment to amend the contract with JWR Health Services, for the contract term of January 1, 2014 through December 31, 2015, to purchase Community Living Supports (CLS), and Respite Services and pay according to the amended rate schedule below for those services/goods effective September 1, 2015 through December 31, 2016.

| Rate Schedule                                      |                         |
|--|-------------------------|
| Service  | Standard Rate           |
| Children’s Waiver: CLS and Respite                 | \$16.44/hr.             |
| Children’s Waiver: CLS and Respite<br>Holiday Rate | \$24.68/hr.             |
| CLS: Hab. Waiver /B3*                              | \$14.44 or \$16.44/hr.* |
| CLS: Hab. Waiver /B3*<br>Holiday Rate              | \$21.60 or \$24.68/hr.* |
| CLS: Hab. Waiver /B3*<br>Per Diem – Half Day       | \$60.00                 |
| CLS: Hab. Waiver /B3*<br>Per Diem – Half Day       | \$120.00                |

\*Rate varies depending on the support needs of the individual served.

**MOTION CARRIED unanimously.**

**REVENUE AND EXPENSE CONTRACT RENEWALS**

**ACTION:**

**MOVED** by Raul Gonzales and **SUPPORTED** by Kay Randolph-Back that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI)

authorize CMHA-CEI to enter into the following revenue and expense contract renewals based on the fact that the information has been reviewed and the contracts are in line with agency responsibilities:

**Revenue Contract Renewal: Michigan Department of Health and Human Services**

Revenue contract renewal with the Michigan Department of Health and Human Services to provide four Practice Briefs promoting healthcare integration for pediatric populations, for the period of October 1, 2015 through September 30, 2016 and receive \$12,000 for those services/goods.

**Revenue Contract Renewal: Michigan Department of Health and Human Services - Children's Trauma Initiative**

Revenue contract renewal with the Michigan Department of Health and Human Services to provide coordination services for the Children's Trauma Initiative for the period October 1, 2015 through September 30, 2016 and receive \$337,013 for those services provided.

**Revenue Contract Renewal: Michigan Department of Health and Human Services - Parent Management Training**

Revenue contract renewal with the Michigan Department of Health and Human Services to provide Parent Management Training-Oregon regional oversight and training for the period of October 1, 2015 through September 30, 2016 and receive \$162,076 for those services.

**Revenue Contract Renewal: Michigan Department of Health and Human Services - Expanding Therapeutic Foster Care to Clinton and Eaton Counties**

Revenue contract renewal with the Michigan Department of Health and Human Services to recruit and develop therapeutic foster care in Clinton and Eaton Counties and receive \$50,534 for that activity for the period of October 1, 2015 to September 30, 2016.

**Revenue Contract Renewal: Eaton County – Parent-Young Child Program**

Revenue contract renewal with Eaton County to provide home-based services to Eaton County families for the period of October 1, 2015 through September 30, 2016 and receive \$224,503 for those services.

**Revenue Contract Renewal: Eaton County – Truancy Intervention Project**

Revenue contract renewal 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, 2015 through September 30, 2016 and receive \$116,286 for those services.

**Revenue Contract Renewal: Lansing School District- PEACE (Promoting Peace by Expanding Awareness of Culture and Equity) Grant**

Revenue contract renewal with the Lansing School District to provide prevention and intervention services for the period of October 1, 2015 through September 30, 2016 and receive \$39,126.00 for those services.

**Expense Contract Renewal: Highfields, Inc.**

Expense contract renewal with Highfields, Inc. to provided Wraparound Services to youth and families enrolled in the Michigan Department of Health and Human Services SED Waiver Pilot Program, or for clinically eligible families approved through the Family Guidance Treatment planning process, for the period of October 1, 2015 through September 30, 2016 and receive \$309.71 per contact, with up to 4 contacts per month per family, for those services.

MOTION CARRIED unanimously.

**REVENUE AND EXPENSE CONTRACT RENEWALS**

Chris McDaniel and Alan Platt provided additional information regarding the revenue contract renewals with the 30<sup>th</sup> Circuit Court and 55<sup>th</sup> District Court. The 55<sup>th</sup> District Court funding may increase \$22,000 to use to hire a relief mental health therapist. The 30<sup>th</sup> Circuit Court funding may increase \$45,000 for a for peer support specialist. If the final contract varies by 5% or \$10,000, an amended fact sheet will be submitted for the CMHA-CEI Board of Directors' approval or appear on a future Finance Committee agenda.

**ACTION:**

MOVED by Chris Swope and SUPPORTED by Kam Washburn that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into the following revenue and expense contract renewals based on the fact that the information has been reviewed and the contracts are in line with agency responsibilities:

**Revenue Contract Renewal: Michigan Department of Health and Human Services - CMHA-CEI as Tenant Based Rental Assistance Voucher Administrator (MDCH-SHP-09)**

Revenue contract renewal with the Michigan Department of Health and Human Services to provide supportive housing services as per the direction of the Michigan Department of Health and Human Services for the period of October 1, 2015 through September 30, 2016, and receive \$32,785. This is the sixth year of funding made available through MDDHS for a program (MDCH-SHP-09) initially intended to last through September, 2014.

**Revenue Contract Renewal: 30<sup>th</sup> Circuit Court**

Revenue contract renewal with the 30<sup>th</sup> circuit Court to provide a .5 MHT for the creation of a Mental Health Court in Ingham County for the period of October 1, 2015 through September 30, 2016 for the amount of \$42,500.

**Revenue Contract Renewal: 55<sup>th</sup> District Court**

Revenue contract renewal with the 55<sup>th</sup> District Court to provide the clinical team for the creation of a Mental Health Court in Ingham County for the period of October 1, 2015 through September 30, 2016 for the amount of \$137,367.

**Revenue Contract Renewal: Professional Consulting Services**

Revenue contract renewal with Professional Consulting Services to provide a full array of adult mental health services for the period of October 1, 2015 to September 30, 2016 and receive reimbursement for services, per the DOC schedule of fees for those services.

**Expense Contract Renewal: Justice in Mental Health Organization**

Revenue contract renewal to purchase Drop-In/Project Stay and Transitional Housing services from Justice in Mental Health Organization for the period of October 1, 2015 through September 30, 2016 and pay \$308,410 for those services.

**Expense Contract Renewal: Nathaniel Asche, East Lansing**

Expense contract renewal with Nathaniel Asche, whose address is 16960 Black Walnut Lane, East Lansing, MI 48823, to purchase Occupational Therapy Assessments for the period of October 1, 2015 to September 30, 2016 and pay \$280 (per assessment) and \$45/hour (OT meeting with community) for those services.

MOTION CARRIED unanimously.

**Expense Contract Renewals**

Mary Clissold presented expense contract renewals to purchase Community Living Supports and Respite Services.

**ACTION:**

**MOVED** by Chris Swope and **SUPPORTED** by Raul Gonzales that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into contract renewals to purchase Community Living Supports (CLS) and Respite Services for the period of October 1, 2015 through September 30, 2017 with the following agencies at the rates listed below.

| Agency Name                                      | Address  | Service  |
|--|--|--|
| Agape Total Healthcare Systems                   | 809 Center Street, Ste. 6B<br>Lansing, MI 48906<br>517-702-9880    | Children's Waivers /Hab.<br>Waiver /B3 (CLS*/Respite)                        |
| Alana Anderson                                   | 816 Ravenwood Court<br>Mason, MI 48854<br>517-676-7054             | Children's Waivers /Hab.<br>Waiver /B3 (CLS*/Respite)                        |
| Alyson Wyngarden                                 | 312 S. Sherman St.<br>Leslie, MI 48251<br>269-377-7567             | Children's Waiver /Hab.<br>Waiver /B3 (CLS*/Respite)                         |
| Centria Health Care                              | 41521 W. 11 Mile Road<br>Novi, MI 48375<br>248-299-0030            | Children's Waiver /Hab.<br>Waiver /B3 (CLS*/Respite)                         |
| Dana Billings                                    | 1616 Alpha Street<br>Lansing, MI 48910<br>517-402-4744             | Children's Waiver /Hab.<br>Waiver /B3 (CLS*/Respite)                         |
| Helping Hands Respite Care<br>LAP Respite Center | 201 Hillside Ct.<br>East Lansing, MI 48823<br>517-372-6671         | Children's Waiver /Hab.<br>Waiver /B3 (CLS*/Respite)                         |
| Lakeshore Home Health Care<br>Services, Inc.     | 1853 RW Berends DR SW<br>Wyoming, MI 49519<br>616-534-9303         | Children's Waiver /Hab.<br>Waiver /B3 (CLS*/Respite)<br>Private Duty Nursing |
| Rainbow Homes                                    | 2111 Adelpha Ave., Apt. B<br>Holt, MI 48842<br>517-896-3563        | Children's Waivers /Hab.<br>Waiver /B3 (CLS*/Respite)                        |
| Spartan Healthcare Staffing<br>Services, Inc.    | 2840 E. Grand River Ave.<br>East Lansing, MI 48823<br>517-203-0190 | Children's Waiver /Hab.<br>Waiver /B3 (CLS*/Respite)                         |
| Community Living Services                        | 35425 Michigan Ave West<br>Wayne, MI 48184<br>734-467-7600         | Independent Facilitation   |
| Catherine A. Jacobs                              | 124 W. Allegan, Ste. 700<br>Lansing, MI 48933                      | Guardianship Services  |

\*Community Living Support (CLS)

| Name of Service | Code  | Unit Rate | Hourly Rate |
|-----------------|-------|-----------|-------------|
| CLS -Adult      | H2015 | \$3.61    | \$14.44*    |

|                                      |            |         |                          |
|--------------------------------------|------------|---------|--------------------------|
| CLS -Adult -Holiday                  | H2015      | \$5.40  | \$21.60*                 |
| CLS- Adult High Need                 | H2015      | \$4.11  | \$16.44*                 |
| CLS- Adult High Need-Holiday         | H2015      | \$6.17  | \$24.68*                 |
| CLS -Children/ Children's Waiver     | H2015      | \$4.11  | \$16.44                  |
| CLS- Children's Waiver - Holiday     | H2015      | \$6.17  | \$24.68                  |
| Nursing LPN                          | T1000 (TE) | \$6.86  | \$27.44                  |
| Nursing LPN -Holiday                 | T1000 (TE) | \$10.29 | \$41.16                  |
| Nursing LPN- Respite                 | T1005 (TE) | \$6.86  | \$27.44                  |
| Nursing LPN- Respite Holiday         | T1005 (TE) | \$10.29 | \$41.16                  |
| Nursing RN                           | T1000 (TD) | \$8.07  | \$32.28                  |
| Nursing RN-Holiday                   | T1000 (TD) | \$12.11 | \$48.44                  |
| Nursing RN-Respite                   | T1005(TD)  | \$8.07  | \$32.28                  |
| Nursing RN-Respite Holiday           | T1005(TD)  | \$12.11 | \$48.44                  |
| Respite -Children's Waiver           | T1005      | \$4.11  | \$16.44                  |
| Respite -Children's Waiver Sleeper   | T1005      | \$2.51  | \$10.04                  |
| Family Training                      | S5111      | \$64.55 | Per Session              |
| Insight Oriented Therapy             | 90834      | \$65.00 | Per session (38-52 min.) |
| Music Therapy-Children's Waiver Only | G1076      | \$67.76 | Per Session              |
| Non Family Training                  | S5116      | \$63.24 | Per Session              |

\*Rate varies depending on the support needs of the individual served.

**MOTION CARRIED unanimously.**

**Revenue Contract Renewal: Mid-State Health Network - Critical Incident Analysis and Reporting Contract**

**ACTION:**

**MOVED** by Raul Gonzales and **SUPPORTED** by Kay Randolph-Back that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to enter into a revenue contract renewal with Mid-State Health Network to provide Critical Incident Analysis and Reporting Services for the period of October 1, 2015 through September 30, 2016 and receive revenue of \$24,183 for those services.

**MOTION CARRIED unanimously.**

**Fiscal Year 2015 4<sup>th</sup> Quarter Budget Amendments**

**Stacia Chick** presented the Fiscal Year 2015 Budget 4<sup>th</sup> Quarter Amendments. The amendments are for an additional contribution to MERS in the amount of \$2,058,451,

an increase in salaries, FICA and MERS in the amount of \$693,953, and an increase in Facilities for physical plant improvements and other one-time uses in the amount of \$125,000.

**ACTION:**

**MOVED** by Chris Swope and **SUPPORTED** by Kam Washburn that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) approve the Fiscal Year 2015 4<sup>th</sup> Quarter Budget Amendments.

**MOTION CARRIED** unanimously.

**Fiscal Year 2016 Budget**

Stacia Chick presented the Fiscal Year 2016 budget. A revised fact sheet was provided to include the Supportive Housing Fiscal Year 2016 budget. This budget, in the amount of \$108,062,221, incorporates the Fiscal Year 2016 Preliminary Steady State budget Assumptions approved at the Finance Committee's June 2015 meeting. The primary assumptions are: staff step increases; estimated increase in insurance rates based on prior year trends and agent's estimates; TANF rate increase of 7%; Medicaid rate increase of 1.5%; Healthy Michigan decrease of 10%; and 3% increase in county local funding. Page 58 of the packet was reviewed to discuss the Revenue by Major Funding Source. This compares the Fiscal Year 2015 and Fiscal Year 2016 budgets and provides an explanation of increases and decreases larger than \$10,000. Some large changes are due to the discontinuation of the Sub Regional Entity. Discussion ensued regarding the reduction of anticipated AMHS OBRA revenue, revenue reporting, and staffing changes. The Finance Committee requested a historical report of the CMHA-CEI budget excluding prior affiliation, Coordinating Agency and Sub Regional Entity to be brought to next month's meeting. The Descriptions of Expenditure Budget Changes were reviewed on page 63. A vast amount of the changes are due to the discontinuation of the Sub Regional Entity and Contractual Services for Adults with Mental Illness. The Steady State Budget on page 77 was reviewed. The Preliminary Steady State Budget changes previously approved are now reflected. The Supportive Housing Budget and Budget Assumptions were also provided.

**ACTION:**

**MOVED by Chris Swope and SUPPORTED by Kam Washburn that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) approve the Fiscal Year 2016 Operating Budget: Revenues by Major Funding Source and Expenditures by Line-Item Cost Category. By adoption, the Board of Directors recognize that the adopted budget is based on current estimates of revenues and expenditures, and that staff may find it necessary to recommend, to the Finance Committee and/or Board of Directors, amendments to the budget during the course of the fiscal year; that purchases made in this budget shall be made in conformance with the Procurement Policy; and that expenses which are supported by grant revenue, reimbursement, or other sources of outside funding are contingent upon the Community Mental Health Board of Clinton, Eaton, Ingham Counties receiving the budgeted revenues.**

**MOTION CARRIED unanimously.**

**New Business:**

**None.**

**Old Business:**

**None.**

**Public Comment:**

**None.**

**Adjournment:**

**The meeting was adjourned at 6:05 p.m. The next regularly scheduled Finance Committee meeting is October 14, 2015, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.**

**Minutes Submitted by:**

**Chelsea Christensen  
Finance Secretary**