



Community

MENTAL HEALTH
CLINTON • EATON • INGHAM

PROGRAM AND PLANNING COMMITTEE

Meeting Minutes

Monday, July 11, 2016, 5:30 p.m.

812 E. Jolly Road, Conference Room G11-C

Lansing, MI 48910

Committee Members Present:

Raul Gonzales, Kay Randolph-Back, Joe Brehler, Paul Palmer, Jim Rundborg, Carol Koenig

Committee Members Absent:

Stephen Manchester (notified staff of absence)

Staff Present:

Sara Lurie, Chelsea Christensen, Mary Clissold

Public Present:

None.

Call to Order:

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

Previous Meeting Minutes:

MOVED by Paul Palmer and SUPPORTED by Jim Rundborg to approve meeting minutes of June 13, 2016.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Jim Rundborg and **SUPPORTED** by Paul Palmer to adopt the agenda with the revision of Sara Lurie to present action item 7. Development of a Consumer Advisory Council.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

No comment.

BUSINESS ITEMS:

New Expense Contract: Lighthouse, Inc.

Mary Clissold presented a new contract with Lighthouse, Inc. for the placement of one consumer. Staff recommend entering into a contract to provide the necessary services at this time. In the meantime, Community Services for Developmentally Disabled (CSDD) staff will look for a more local placement for this individual.

ACTION:

MOVED by Joe Brehler and **SUPPORTED** by Paul Palmer that the Program and Planning 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 new contract with Lighthouse Inc., at the Promised Land AFC, 1890 Hope Drive, Caro, MI 48723, to purchase specialized residential services, medication reviews, and 1:1 staffing as needed, for the period of July 1, 2016 through September 30, 2016 and pay the rates listed below:

Service	Rate
Specialized Residential	\$459 total daily rate (net rate of \$421.17 when consumer's SSI payment of \$27.83 is deducted)
1:1 Additional Staffing	\$25/hr.
Med Reviews	\$62, \$124, or \$186 (depending on the length of the appointment)

MOTION CARRIED unanimously.

New Expense Contract: Center for Autism Related Disorders (CARD)

Mary Clissold presented a new Applied Behavioral Analysis (ABA) provider. The Center for Autism Related Disorders will be establishing a new location in Michigan. CARD has many locations in other states and a specializes in behavioral disorders. Discussion ensued regarding the probability of establishing a new location in Michigan before September and the potential opportunity for economic development. Carol Koenig joined the meeting at 5:43 p.m.

ACTION:

MOVED by Jim Rundborg and SUPPORTED by Paul Palmer that the Program and Planning 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 new contract with the Center for Autism Related Disorders (CARD) to purchase Applied Behavioral Analysis at the rate of \$50/hour for direct therapy and \$120/hour for assessments and supervision for the period of August 1, 2016 through September 30, 2016.

MOTION CARRIED unanimously.

Development of a Consumer Advisory Council

Sara Lurie presented a request from the CMHA-CEI Department of Quality, Customer Service and Recipients Rights (QCSRR). QCSRR has been examining and studying reestablishing a Consumer Advisory Council. Mid-State Health Network runs a Consumer Advisory Council but it has been quite some time since there was one based solely on CMHA-CEI. The Council is also a requirement for becoming a Certified Community Behavioral Health Clinic and presents an opportunity to bring together both needs. Staff propose to develop the Consumer Advisory Council in September. The proposed purpose for the Consumer Advisory Council is as follows:

- To provide guidance to improve the work of CMHA-CEI in meeting the needs of consumers and families.
- To review the effectiveness and accessibility of CMHA-CEI's programs and services and offer recommendations for staff and Board consideration.
- To review outcome data, help refine interventions, outreach, and engagement strategies.
- To develop a mechanism to ensure ongoing consumer feedback for clinical programs throughout CMHA-CEI.

The Advisory Council members would be appointed by the CMHA-CEI Board of Directors based on staff recommendation and an application process. The Council would also be comprised of current and past recipients of services and family members of those who have received services from CMHA-CEI. The Advisory Council will support individual members by providing reimbursement for reasonable expenses necessary to participate in Council meetings as determined by a developed protocol.

ACTION:

MOVED by Carol Koenig and **SUPPORTED** by Paul Palmer that the Program and Planning 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 develop the CMHA-CEI Consumer Advisory Council comprised of current and past recipients of services and their family members.

The Program and Planning Committee expressed concerns about the Council development timeline. Including the application process and board appointments, it seems to be an aggressive timeline. The Program and Planning Committee would like to ensure that the selection process is completed conscientiously and thoroughly.

Kay Randolph-Back also voiced concerns about setting the agenda. It is thought that generally, those who set the agenda often control the terms of the debate. Ms. Randolph-Back is interested in the role of consumers setting the agenda. Sara Lurie suggested adding the terms of agenda management and development to the by-laws so consumers have the opportunity to define what is discussed. Ms. Randolph-Back shared the difficulties of bringing in the voice of the consumer. The issue is knowing how to support consumer members on boards. Ms. Lurie understands the challenge and will work toward finding the right balance. Carol Koenig shared that, with bylaws, the process you create from the start is very important. Discussion ensued regarding the role of the CMHA-CEI Board of Directors with the Consumer Advisory Council. When relevant, minutes from Council meetings and a brief update will be provided during the monthly CMHA-CEI Board of Directors meetings.

The Program and Planning Committee would like to clarify that The Consumer Advisory Council will be comprised of a proportional representation of each county, and will make every effort to include a cross section of consumers which reflect the four clinical programs, race/ethnicity, disability, gender, age and sexual orientation.

MOTION CARRIED unanimously.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 6:12 p.m. The next regularly scheduled Program and Planning Committee meeting is August 8, 2016, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

Chelsea Christensen
Finance Secretary