



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

**Wednesday, September 14, 2016, 5:30 p.m.
812 E. Jolly Road, Conference Room G11-C
Lansing, MI 48910**

Committee Members Present:

Joe Brehler, Kay Randolph-Back, Raul Gonzales, Chris Swope, Kam Washburn, Dianne Holman, Carol Koenig

Committee Members Absent:

None.

Staff Present:

Stacia Chick, Sara Lurie, Chelsea Park, Mary Clissold, Gwenda Summers, Ericanne Spence, Cliff Dodson

Public Present:

None.

Call to Order:

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

Previous Meeting Minutes:

MOVED by Raul Gonzales and SUPPORTED by Chris Swope to approve the meeting minutes of August 10, 2016.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Chris Swope and SUPPORTED by Raul Gonzales to adopt the agenda.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

No comment.

BUSINESS ITEMS:

Expense Contract Amendment: Residential Options, Inc.

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 modify the contract with Residential Option Inc. (ROI) to purchase Family Training Services and Treatment Planning, at the enhanced rate of \$125 per encounter, on a case by case basis, for the period of September 1, 2016 through September 30, 2017.

MOTION CARRIED unanimously.

Expense Contract Renewals: Applied Behavioral Analysis (ABA) 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 Applied Behavioral Analysis from the following providers at the rates identified in the chart below:

Provider	Address
ABA Pathways	P.O. Box 663 Lakeland, MI 48143
Autism Centers of Michigan	3887 Okemos Road, Suite A1 Okemos, MI 48864
CARD (Center for Autism Related Disorders)	21600 Oxnard St. STE 1800 Woodland Hills, CA 91367
Centria Healthcare	41521 W. 11 Mile Road Novi, MI 48375
Michigan State University-Early Learning Institute (MSU-ELI)	325 W. Grand River Avenue East Lansing, MI 48823
Novel Responses	526 W. Centre Avenue Portage, MI 49024
Residential Options, Inc. (ROI)	2400 Science Parkway Okemos, MI 48864

Code	Service	Reporting	Provider	BCBA	BCaBA	QBHP	LP/LLP	BT
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	Description	Units	Type					
0359T	Assessment (up to 4 hours, two times per year)	Encounter	BCBA, BCaBA, QBHP, or LP/LLP	\$480.00	\$340.00	\$480.00	\$480.00	
0362T	Functional Behavior Assessment	First 30 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$60.00	\$42.50	\$60.00	\$60.00	
+0363T	Functional Behavioral Assessment	Each additional 30 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$60.00	\$42.50	\$60.00	\$60.00	
0364T	Direct treatment	First 30 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$25.00	\$25.00	\$25.00	\$25.00	\$22.50
+0365T	Direct treatment	Each additional 30 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$25.00	\$25.00	\$25.00	\$25.00	\$22.50
0366T	Direct treatment, group	First 30 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$7.14	\$7.14	\$7.14	\$7.14	\$6.43
+0367T	Direct treatment, group	Each additional 30 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$7.14	\$7.14	\$7.14	\$7.14	\$6.43
0368T	Supervision	First 30 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$60.00	\$42.50	\$60.00	\$60.00	
0368T	Supervision	Each additional 30 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$60.00	\$42.50	\$60.00	\$60.00	
0370T	Family training	Encounter	BCBA, BCaBA, QBHP, or LP/LLP	\$120.00	\$85.00	\$120.00	\$120.00	
0371T	Family training,	Encounter	BCBA, BCaBA,	\$72.00	\$51.00	\$72.00	\$72.00	

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	multiple families		QBHP, or LP/LLP					
0372T	Social skills group	Encounter	BCBA, BCaBA, QBHP, or LP/LLP	\$51.43	\$36.43	\$51.43	\$51.43	
0373T	Direct treatment, requiring two or more technicians	First 60 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$100.00	\$100.00	\$100.00	\$100.00	\$90.00
0374T	Direct treatment, requiring two or more technicians	Each additional 30 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$50.00	\$50.00	\$50.00	\$50.00	\$45.00

The Finance Committee requested definitions for the Provider Type acronyms above:

BCBA - Board Certified Behavior Analyst

BCaBA - Board Certified Assistant Behavior Analyst

QBHP - Qualified Behavioral Health Professional

LP - Licensed Psychologist

LLP - Limited License Phycologist

BT - Behavioral Technician

MOTION CARRIED unanimously.

Expense Contract Renewals: Agreements with Forest View (Grand Rapids, MI); Memorial Healthcare (Owosso, MI); Pine Rest Christian Mental Health Services (Grand Rapids, MI); Healthsource Saginaw (Saginaw, MI); Havenwyck Hospital (Auburn Hills, MI)

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, Ingham Counties authorize CMHA-CEI to enter into contract renewals with Memorial Healthcare, Forest View, Healthsource Saginaw, Havenwyck Hospital, and Pine Rest/Christian Mental Health Services to purchase hospital services at the rates and dates indicated below for the respective agreements:

Memorial Healthcare: 2 year agreement (10/01/2016 - 09/30/2018) - rates all-inclusive

Adult Inpatient – Year 1	\$890
Adult Inpatient – Year 2	\$926

Forest View: 1 year agreement (10/01/2016 - 09/30/2017) - rates all-inclusive

Adult Inpatient	\$840
Child Inpatient	\$870

Healthsource Saginaw: 1 year agreement (10/01/2016 – 09/30/2017) - rates all-inclusive

Adult Inpatient	\$815
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Havenwyck Hospital: 1 year agreement (10/01/2016 – 09/30/2017) - rates all-inclusive

Adult Inpatient	\$725
Child Inpatient	\$725

Pine Rest/Christian Mental Services: 1 year agreement (10/01/2016 – 09/30/2017) - rates all-inclusive

All-inclusive reimbursement for inpatient care:

- Child & Adolescent Programming Unit \$1,033.00 ** Pine Rest Contract
- Older Adult Programming Unit \$1,033.00 ** Pine Rest Contract

** Excludes ECT

Other Services that may be included in the contract:

- ECT (while receiving inpatient care) \$ 667.00 PR and SM
- ECT (on an outpatient basis – at Pine Rest) \$ 887.50 Pine Rest Contract

Inclusive of facility, anesthesia and the attending physician fees

MOTION CARRIED unanimously.

Contract Renewals

The Finance Committee requested the definition for the word “fimp”. FIMP means Fidelity of Implementation. It is an observational-based assessment tool necessary for an evidence based practice.

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

Expense Contract Renewal: Highfields, Inc.

Expense contract renewal with Highfields, Inc. to provide 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 Families Forward Treatment planning process for the period of October 1, 2016 through September 30, 2017 and pay \$309.71 per contact, with up to 4 contacts per month per family, for those services.

Expense Contract Renewal: Jennifer Wilgocki

Expense contract renewal with Jennifer Wilgocki to provide Trauma-Focused Cognitive Behavioral Therapy training to CMHSP's and pay \$ 52,063 for those services for the period October 1, 2016 through September 30, 2017.

Expense Contract Renewal: Kelly Wilson

Expense contract renewal with Kelly Wilson to provide Trauma-Focused Cognitive Behavioral Therapy training to CMHSP's and pay \$39,450 for those services for the period October 1, 2016 through September 30, 2017.

Expense Contract Renewal: Central Michigan CMH

Expense contract renewal with Central Michigan CMH to provide semi regional coordination, coaching and evaluation (via "fimp") services and pay \$ 51,607 for the period October 1, 2016 through September 30, 2017.

Expense Contract Renewal: Saginaw County CMH

Expense contract renewal with Saginaw County CMH Michigan to provide semi regional coordination, coaching and evaluation (via "fimp") services and pay \$ 33,571 for those services for the period October 1, 2016 through September 30, 2017.

Expense Contract Renewal: Western Michigan University – Children's Trauma Assessment Center

Expense contract renewal with Western Michigan University – Children's Trauma Assessment Center to provide training in the development of a trauma informed children's mental health system to CMHSP's and pay \$57,355 for those services for the period October 1, 2016 through September 30, 2017.

Expense Contract Renewal: University of Michigan – Tele-psychiatry (Child Collaborative Care)

Expense contract renewal with the Regents of the University of Michigan to purchase tele-psychiatry services: psychiatric assessments (\$275.00 per event) and consultation/medication reviews (\$127.00 per event) and pay for those services for the period October 1, 2016 through September 30, 2017.

Revenue Contract Renewal: University of Michigan - Child Collaborative Care

Revenue contract renewal with the University of Michigan to provide Behavioral Health Consultant services for the period of October 1, 2016 through September 30, 2017 and receive \$95,378 for those services.

Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) - Children’s Trauma Initiative

Revenue 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, 2016 through September 30, 2017 and receive \$408,000 for those services provided.

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

Revenue contract renewal contract with the Michigan Department of Health and Human Services Health to provide Parent Management Training- Oregon regional oversight and training for the period of October 1, 2016 through September 30, 2017 and receive \$158,456 for those services.

Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) - 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 \$32,521 for that activity for the period of October 1, 2016 through September 30, 2017.

MOTION CARRIED unanimously.

Revenue Contract Renewal and Amended Funding

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

Revenue Contract Renewal: City of Lansing

Revenue contract renewal with The City of Lansing, Human Relations and Community Services Department to provide Sub Acute Clinical Detoxification Services for the period of July 1, 2016 through June 30, 2017 and receive \$20,000 for those services.

Revenue Contract Amended Funding: Michigan Department of Corrections

Revenue contract amendment to amend the dollar amount estimated in the original approved contract with the Michigan Department of Corrections to reflect an additional \$30,000 and extend the current contract through March 31, 2017.

MOTION CARRIED unanimously.

Discussion ensued regarding the Substance Use Disorder (SUD) contracts with Mid-State Health Network (MSHN). There were cuts to several SUD providers. MSHN approved a \$1.3 million cut in SUD funding for CMHA-CEI. Sara Lurie was subsequently informed by MSHN staff that the reduction was due to some CMHA-CEI SUD programs only receiving a three-month contract. A continuation of funding was not guaranteed. The Finance Committee requested a SUD budget analysis at the next meeting to consider what the next steps should be. CMHA-CEI management is meeting with MSHN in a few weeks and have requested budget details by individual SUD program.

The group also discussed the fact that some of CMHA-CEI's SUD programs will be moving to fee-for-service (FFS) payment from MSHN starting October 1, 2016. The programs that are not yet moving to FFS are those that have the three-month contracts. CMHA-CEI has shared a financial analysis with MSHN regarding the FFS rate. They agreed that some CMHA-CEI SUD programs would be able to continue but others would not. It was also noticed that there was an increase in MSHN SUD funding of approximately \$2.5 million to Victory Clinic. Management will plan to reach out to MACMHB and other providers to see if they are experiencing similar situations.

Revenue Contract Renewal: Mid-State Health Network- Medicaid Eligibility Receipt, Dissemination and Reporting Contract

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, Ingham Counties authorize CMHA-CEI to enter into a contract renewal with Mid-State Health Network to provide Medicaid Eligibility Receipt, Dissemination and Reporting Services to Mid-State Health Network for the period of October 1, 2016 through September 30, 2017 and receive \$44,924 for those services / goods.

Kay Randolph-Back inquired about the mention of MI Child payments in the proposal description. MI Child, in more recent changes, has been folded into the new payment structure. The mention of MI Child was related to prior services and can be removed from the description

MOTION CARRIED unanimously.

Fiscal Year 2017 Budget

Stacia Chick presented the Fiscal Year 2017 Budget. This budget, in the amount of, \$116,033,914, incorporates the Fiscal Year 2017 Preliminary Steady State Assumptions approved at the Finance Committee's May 2016 meeting. The Supportive Housing Fiscal Year 2017 budget, in the amount of \$129,478, was also presented.

Revenues by major funding source were reviewed. This compares Fiscal Year 2016 and Fiscal Year 2017 budgets and provides explanation of all budget increases and decreases larger than \$10,000. Discussion ensued regarding the budget increase in Medicaid PEPM due to the Autism expansion. The suggestion was made to add a description that clarifies that the amount listed is the amount available to draw down. Expenditures by line item cost category within major population were also reviewed.

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, Ingham Counties approve the Fiscal Year 2017 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 Authority of Clinton, Eaton, Ingham Counties receiving the budgeted revenues.

MOTION CARRIED unanimously.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 6:45 p.m. The next regularly scheduled Finance Committee meeting is October 12, 2016, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

Chelsea Park
Finance Secretary