



# Community

MENTAL HEALTH  
CLINTON • EATON • INGHAM

## FINANCE COMMITTEE

### Meeting Minutes

Wednesday, September 9<sup>th</sup>, 2020

5:30 p.m.

Zoom Meeting

#### Committee Members Present:

Dianne Holman, Raul Gonzales, Emily Stivers, Dwight Washington, Joe Brehler, Kay Randolph-Back

#### Committee Members Absent:

None

#### Staff Present:

Darby Vermeulen, Gwenda Summers, Ericanne Spence, Karla Block, Sara Lurie, Stacia Chick, Shana Badgley, Jennifer Stanley, Sharon Blizzard

#### Public Present:

Naudia Fisher

#### Other Board Members Present:

Paul Palmer

#### Call to Order:

The meeting was called to order by Chairperson Joe Brehler at 5:31 p.m.

#### Previous Meeting Minutes:

MOVED by Dianne Holman and SUPPORTED by Raul Gonzales to approve the meeting minutes of August 12<sup>th</sup>, 2020.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, and Emily Stivers

**Adoption of Agenda:**

MOVED by Raul Gonzales and SUPPORTED by Dwight Washington to adopt the revised agenda of September 9, 2020, with the addition of items #17a 'Revenue Contract Renewal: Wayne State University, funded by Michigan Department of Health and Human Services (MDHHS)', #18a 'Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Mental Health and Juvenile Justice Federal Block Grant', #19a 'Revenue Contract Renewal: Eaton Parent-Young Child Program', and #19b 'Revenue Contract Renewal: Eaton Truancy Intervention Project', all presented by Gwenda Summers.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman

**Public Comment on Agenda Items:**

None.

**BUSINESS ITEMS:**

**Contract Renewals**

MOVED by Kay Randolph-Back 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 Renewal: Dell/EMC**

This contract renewal is for purchasing VMware license maintenance from Insight, beginning October 1<sup>st</sup>, 2020 through September 30<sup>th</sup>, 2021. CEI will pay \$42,276.00 for the maintenance.

**Revenue Contract Renewal: Mid-State Health Network**

Kay Randolph-back said CEI does quite a bit of work in this regard, and wonders how this is distributed among all of the CMHs in the region? Sara said CEI considers this contract with MSHN as a vendor contract, and not a delegated function. We have the technology that is needed to complete the work, and other CMHs don't have the same capabilities.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman

**Expense Contract Renewals: Ambulance Service**

Dwight Washington said he noted that Lansing Mercy was not the most inexpensive, and wondered what was behind the decision to move forward with them. Stacia shared that Mercy was the only ambulance provider who responded to CEI's request for proposal for ambulance services. Also, the other ambulances are not willing to take all of CEI's calls when ambulance services are needed, and Mercy is willing to. Stacia also noted that the ambulance services bill Medicaid directly.

**ACTION:**

MOVED by Dianne Holman and SUPPORTED by Dwight Washington that 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 contracts with Lansing Mercy Ambulance Service, MedStar Ambulance, Mobile Medical Response Ambulance, and Patriot Ambulance Service, Inc. and pay per the rate schedules below for the period of October 1, 2020 through September 30, 2021.

Provider	Billing Code	Service Description	Unit	Rate
Lansing Mercy Ambulance Service	A0425	Ambulance (mileage)	Miles	\$7.50
Lansing Mercy Ambulance Service	A0428	Ambulance Service ( base rate)	Items	\$270.00
MedStar Ambulance	A0425	Ambulance (mileage)	Miles	\$7.25
MedStar Ambulance	A0428	Ambulance Service ( base rate)	Items	\$225.00
Mobile Medical Response Ambulance	A0425	Ambulance (mileage)	Miles	\$13.75
Mobile Medical Response Ambulance	A0428	Ambulance Service ( base rate)	Items	\$375.00
Patriot Ambulance Service, Inc.	A0425	Ambulance (mileage)	Miles	\$7.23
Patriot Ambulance Service, Inc.	A0428	Ambulance Service ( base rate)	Items	\$224.17

**MOTION PASSED with 6 votes in favor.**

**Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman**

**Revenue Contract Renewal: Mid-State Health Network**

**Kay asked if, in this renewal, MSHN acts as a coordinating agency for substance abuse? Ericanne said "Yes".**

**ACTION:**

**MOVED by Kay Randolph-Back and SUPPORTED by Dianne Holman that 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 Mid-State Health Network to provide Substance Use Disorder treatment the period of October 1, 2020 through September 30, 2021. The amount of the contract is \$1,439,151 for Cost Reimbursed programs: The Recovery Center and Clinton County Counseling Center Fee for Service programs are not capitated.**

**MOTION PASSED with 6 votes in favor.**

**Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman**

**Contract Renewal and Amendments**

**MOVED by Kay Randolph-Back and SUPPORTED by Dianne Holman 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 renewal and contract amendments based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:**

**Expense Contract Renewal: The Fowler Center for Outdoor Learning**

**In this contract renewal, CEI will purchase Respite Care at Camp Services for the period of September 1, 2020 through September 30, 2021 and pay per the rate schedule below.**

**Rate Schedule:**

Name of Camp & License #	Camp Contact Info	Codes	Cost
The Fowler Center for Outdoor Learning  CR790200831 and SR790200242	2315 Harmon Lake Road Mayville, MI 48744 (989) 673-2050  info@thefowlercenter.org	T2036	Session Cost: \$154 per night Total Cost: \$462 for 3 nights

**Expense Contract Amendment: Home Management Company – Environmental Modification, Habilitation Supports Waiver**

With this contract amendment, CMHA-CEI will pay Home Management Company at the total cost identified below for Environmental Modifications for the retroactive period of August 1, 2020 to September 30, 2021.

**RATE SCHEDULE**

Service	Company	Code & Modifier	Rate	Unit
Environmental Modification  (Habilitation Supports Waiver Service)	<b>Home Management Company</b>	S5165 HK	\$25,606.80	Per Service

**Expense Contract Amendment: Larry T. Schaffer, Inc. – Environmental Modification, Habilitation Supports Waiver**

With this contract amendment, CMHA-CEI will pay Larry T. Schaffer, Inc. for the amended period of October 1, 2019 to September 30, 2020, at the total cost already approved by the Board of \$21,558.00.

**MOTION PASSED with 6 votes in favor.**

**Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman**

**Contract Renewals**

**MOVED by Dwight Washington and SUPPORTED by Dianne Holman 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 Renewal: Joel Sanchez, MD**

Dwight wondered how Dr. Sanchez's time is being used in this contract? Dr. Stanley said this contract is for two weekends a month at Bridges Crisis Center. She went on to say the services he is providing depend on the needs of the weekend.

**Expense Contract Renewals: Meridian Professional Psychological Consultants, PC and Professional Psychological and Rehabilitation Services, PC**

With these contract renewals with Meridian Professional Psychological Consultants, PC and Professional Psychological and Rehabilitation Services, PC, CMHA-CEI will purchase physician administration of electroconvulsive therapy for the period of October 1, 2020 to September 30, 2021 and pay up to \$200 per session for such administration.

Provider	Billing Code	Service Description	Unit	Contract Rate
Meridian Professional Psychological Consultant, PC	90870	Electroconvulsive Therapy	Per Encounter	\$200.00
Professional Psychological & Rehabilitation Services	90870	Electroconvulsive Therapy	Per Encounter	\$200.00

**Expense Contract Renewal: Michigan State University**

With this contract renewal, CMHA-CEI will purchase psychiatric services from Michigan State University for the period of October 1, 2020 to September 30, 2021 and pay \$200/hour for those services for up to 20 hours/week.

**MOTION PASSED with 6 votes in favor.**

**Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman**

### Contract Renewals

MOVED by Dianne Holman and SUPPORTED by Kay Randolph-Back 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 Renewal: Beacon Specialized Living Services, Inc.

In this contract renewal, CMHA-CEI will purchase crisis residential services and pay the rate(s) listed below. The contract period will have an effective date contingent upon full licensure and will continue through September 30, 2021.

Service	Billing Code	Unit	Rate
Crisis Residential Services	H0018	Per Diem	\$530.00*

\*If the overall occupancy of the facility is 83.4% or over on any given day, CMHA-CEI's per diem rate will be \$500.00.

#### Expense Contract Renewals: Respite Camps

Kay asked about any impact on respite camps or other respite services because of COVID-19? Gwenda said there are a lot of camps that are not open or seeing consumers because of the pandemic. Dwight wondered how the camps have adjusted to not seeing consumers? Gwenda said some day camps have opened for a small number of consumers; overnight camps have not opened. Eagle Village and Mystic Lake are both still closed, and Gwenda hopes to use these camps next summer if they are open.

#### Expense Contract Renewals: Therapeutic Foster Care

In this contract renewal, CMHA-CEI will purchase therapeutic foster care services from the providers listed below, and pay the rates listed below for any youth placed in their home for the period of October 1, 2020 through September 30, 2021.

Providers	Service Description	Code	Unit	Rate
Allison and Bryan Johnson Evonna Smith Ghufran Al-Sheemary	Therapeutic Foster Care	S5145	Per diem	\$75.00
Karen and Kent Strachan Latasha Michelle Davis	Residential Room and Board	S9976	Per diem	\$17.24

**Revenue Contract Renewal: Wayne State University, funded by Michigan Department of Health and Human Services (MDHHS)**

In this contract renewal, CMHA-CEI will to provide TFCO services to Wayne State University for the period of October 1, 2020 to September 30, 2021 and receive \$394,578 for those services provided.

**Revenue Contract Renewal: Children's Trauma Initiative – Michigan Department of Health and Human Services (MDHHS)**

In this contract renewal, CMHA-CEI will provide coordination services for Trauma Focused-Cognitive Behavioral Therapy training for the period of October 1, 2020 to September 30, 2021 and receive up to \$670,711 for those services provided.

**Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Mental Health and Juvenile Justice Federal Block Grant**

In this contract renewal, CMHA-CEI will provide services for the Mental Health and Juvenile Justice grant and receive \$94,331 for the period of October 1, 2020 through September 30, 2021 for these services.

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

In this contract renewal, CMHA-CEI will provide Parent Management Training-Oregon training and coaching to MDHHS for the period of October 1, 2020 through September 30, 2021 and receive \$26,620 for those services.

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

Gwenda said this hasn't received final funding from Eaton County until September 16, but CEI likely will receive the funding. This contract renewal is for CMHA-CEI to provide home-based PYCP services to Eaton County families for the period of October 1, 2020 through September 30, 2021 and receive \$128,958 for those services.

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

Gwenda said this hasn't received final funding from Eaton County until September 16, but CEI likely will receive the funding. This contract renewal is for CMHA-CEI 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, 2020 through September 30, 2021 and receive \$195,314 for those services.

**MOTION PASSED with 6 votes in favor.**



**Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman**

**Contract Renewals**

**MOVED by Raul Gonzales and SUPPORTED by Dianne Holman 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:**

**Revenue Contract Renewal: FY 2021 Michigan Department of Health and Human Services - Community Mental Health Service Providers**

**This contract renewal is for CMHA-CEI to formally enter into a FY2021 contract with the Michigan Department of Health and Human Services for Community Mental Health Service Programs for the period of October 1, 2020 through September 30, 2021.**

**Revenue Contract Renewal: Ingham County Health Services Millage**

**This contract renewal is for CMHA-CEI to provide Ingham County with a range of behavioral health and developmental disability services and receive up to \$1,412,874 per year for the period of October 1, 2020 through September 30, 2021.**

**Revenue Contract Renewal: Mid-State Health Network Medicaid Subcontract**

**In this contract renewal, CMHA-CEI will provide to Mid-State Health Network, for the period of October 1, 2020 through September 30, 2021, the full range of Medicaid behavioral health and developmental disability services, the administrative functions required to support the provision of these Medicaid services, and those managed care functions which have been delegated, by MSHN, to CMHA-CEI, to Medicaid enrollees within the tri-county community. For the fulfillment of these responsibilities, CMHA-CEI will receive, from MSHN, for this same period, a capitated payment for each Medicaid enrollee in the tri-county community.**

**MOTION PASSED with 6 votes in favor.**

**Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman**

**Contract Renewals**

**MOVED by Raul Gonzales and SUPPORTED by Emily Stivers 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: Inpatient Hospital Agreements**

**In these contract renewals, CMHA-CEI will purchase hospital services from the providers listed below, at the per diem rates indicated below for the term of October 1, 2020 through September 30, 2021.**

Hospital	CPT Code	Service	Rate
BCA Stonecrest Center	0100	Inpatient Care: Adult (All Inclusive)	\$852.00
BCA Stonecrest Center	0100	Inpatient Care: Children (All Inclusive)	\$852.00
BCA Stonecrest Center		1:1 Enhanced*	\$1,066.00
Oaklawn Hospital	0100	Inpatient Care: Adult (All Inclusive)	\$1,015.00
Samaritan Behavioral Center	0100	Inpatient - adults	\$940.00
Pine Rest Christian Mental Health Services	0100	Inpatient – Child & Adolescent	\$1,112.00
Pine Rest Christian Mental Health Services	0100	Inpatient –Adult & Older Adult	\$1,071.00
Pine Rest Christian Mental Health Services	0901	ECT Inpatient	\$725.00
Pine Rest Christian Mental Health Services	0901	ECT Outpatient	\$965.00
HealthSource Saginaw	0100	Inpatient - adults and children	\$850.00
Havenwyck Hospital	0100	Inpatient - adults and children	\$800.00
Forest View Hospital	0100	Inpatient - children, adolescents, and adults	\$940.00
Edward W. Sparrow Hospital Association	90870	Electroconvulsive Therapy (ECT)	\$2,400.00
Edward W. Sparrow Hospital Association	0913	Outpatient Care: Adult, Children, and Adolescent (All Inclusive)	\$210.00
Edward W. Sparrow Hospital Association	0100	Inpatient Care: Adult, Children, and Adolescent (All Inclusive)	\$900.00
MidMichigan Medical Center - Alpena (Alpena Regional Medical Center)	0100	Inpatient Care: Adult (All Inclusive)	\$900.00
Harbor Oaks Hospital	0100	Inpatient - children, adolescents, and adults (all inclusive)	\$750.00
Harbor Oaks Hospital	0100	Inpatient Care - Specialized Inpatient Pediatric Unit	\$1,250.00

Memorial Healthcare (Owosso)	0100	Inpatient Care: Adult (All Inclusive)	\$989.00
Cedar Creek Hospital	0100	Inpatient Care: Adult (All Inclusive)	\$1,025.00
Cedar Creek Hospital	0100	Inpatient Care: Children (All Inclusive)	\$1,025.00

\* On rare occasions, consumers may be admitted to the hospital who require substantially higher amounts of one to one staffing than is typical, due to highly aggressive or self-injurious behavior. Payor shall prior authorize up to two days Enchanted Staffing Inpatient Psychiatric Services for Consumers in this situation on a case by case basis. Criteria for Enhanced Staff Inpatient Psychiatric Services are as follows:

1. The Consumer must meet all of the Inpatient Admission Certification Criteria listed above ( Diagnosis, Severity of Illness, and Intensity of Service).
2. The Consumer is failing at least restrictive placement despite active treatment, with no exceptions of improvement in a timely manner, combined with risk factors to Customers or Hospital such as:  
Swallowing behavior on unit, aggression towards others, and/or extreme property destruction at such a level that Consumer requires constant attention from staff in order to prevent self-harm, harm others, or extreme property destruction.

### **Expense Contract Renewals: Partial Inpatient Hospitalization**

**In these contract renewals, CMHA-CEI will purchase partial inpatient hospital services from the providers listed below, at the rates indicated below, for the term of October 1, 2020 through September 30, 2021.**

Hospital	CPT Code	Service	Rate
Forest View Hospital	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	\$432.60*
Pine Rest Christian Mental Health Services	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	\$475.00*
Edward W. Sparrow Hospital Association	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	\$590.00
*Rate is not yet determined. Finalized rate shall not exceed the listed amount.			

**MOTION PASSED with 6 votes in favor.**

**Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman**

**FY 19/20 3<sup>rd</sup> Quarter Amended Budget AND FY 19/20 3<sup>rd</sup> Quarter Financial Statements  
Stacia Chick provided the committee with the 3<sup>rd</sup> quarter amended budget, as well as the 3<sup>rd</sup> quarter financial statements.**

**ACTION:**

**MOVED** by Dianne Holman and **SUPPORTED** by Dwight Washington that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors approve the FY 19/20 3<sup>rd</sup> Quarter Amended Budget.

**MOTION PASSED** with 6 votes in favor.

**Members Present:** Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman

**Additional Contribution to MERS for FY 2020**

Stacia said she is recommending an additional contribution of \$10M to MERS. She noted that CEI is showing a lapse in Medicaid sources of \$13M through June 30, 2020. Stacia doesn't believe we will ever be able to match this contribution again in the future, and believes we should take advantage of the situation. She noted we are lapsing funds with underspending due to COVID, as well as the closing of the Transitions programs.

Sara said Medicaid enrollments have increased under COVID, which we never could have projected with budgeting. Raul was in total agreement with the \$10M contribution, as was Kay. Kay wondered where this would leave CEI in our standings with unfunded liability? Stacia said this would take a good dent out of the \$70M unfunded liability, and although it leaves us short, it moves us in the right direction.

Joe said he is surprised at the large amount recommended, but he is supportive of the amount. Stacia put it into perspective that although \$10M is a large amount, it is less than 7% of CEI's total budget.

**ACTION:**

**MOVED** by Kay Randolph-Back and **SUPPORTED** by Dianne Holman that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors approve the additional contributions to MERS for FY 2020 in the amount of \$10 million dollars.

**MOTION PASSED** with 6 votes in favor.

**Members Present:** Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman

## FY 19/20 4th Quarter Amended Budget

Stacia presented the 4<sup>th</sup> quarter amended budget to the committee.

### ACTION:

MOVED by Dianne Holman and SUPPORTED by Raul Gonzales that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors approve the FY 19/20 4<sup>th</sup> Quarter Amended Budget.

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman

### Steady State Program Proposals to Balance FY 2021 Budget

Stacia said that before we received numbers from MSHN, the variance was \$3.4M. The \$2.4M in above the line requests included increased wages for staffing and contractors, as well as \$215k for laptops, and \$1.1M for an additional MERS contribution in FY21. This leaves \$978k to be distributed among programs.

Stacia reviewed the program proposals to balance the steady state budget. This includes the three above the line requests noted above. Stacia noted the MERS contribution of \$1.1M is an attempt to move our unfunded liability number heading in the correct direction, though this is just a drop in the bucket.

Shana reviewed the program proposals for AMHS. This includes adding a full time ACT Secretary, a full time RN to split time between Eaton County and Clinton County Counseling Centers, and an increase in a residential contract budget line where there have been gaps. Kay asked what the hiring experience has been in regards to RNs? Shana said the HR department does a nice job of recruiting. We have been able to fill nursing positions with qualified talent recently.

Karla reviewed CSDD's proposals, which included adding an after-hours coordinator, three support therapists, and a coordinator to support the autism center. With the grow of autism supports, Karla feels a proper coordinator is needed for the program. Kay wondered how the shift from the Transitions day programs interfaces with what Karla is presenting here? Karla said they don't necessarily crossover; autism is in its own category, and is tied to local demand for services. In relation to the other positions mentioned, those are in long-standing programs and don't directly correlate with the Transitions programs, either. Sara went on to say that

COVID has derailed plans that were made to continue growing the skill-building programs, which has also contributed to the lapse in Medicaid dollars.

Gwenda said Families Forward is going to bring back supports to early intervention services, in particular, the daycare expulsion program. Previously, this was funded by prevention dollars, and now there is a Medicaid billable code for these services.

Sara shared that there is a position in QCSRR (prevention, public relations, outreach) that General Admin and QCSRR will be adding money to, to upgrade to a specialist position. Sara also noted that \$14k will be added to the emergency notification system gap, as well as \$7.4k put towards relief security coverage.

Stacia said that Utilization Management will be adding additional Utilization Management to add relief to hospital stay reviews, as hospital stays have increased greatly as of late.

Sharon said she doesn't have any HR budget changes for this fiscal year. Instead, money will be put into the Relias online training services in the training unit budget. A small amount will be put towards the Legal line for Deferred Compensation committee, as well.

Stacia shared that she will be increasing contract consultation funds, and well as outreach and outreach supply lines.

Stacia said IS will be increasing the budget for consumable supplies as well as increasing the budget for furniture and equipment in the move toward a more permanent remote work force.

**ACTION:**

**MOVED** by Dianne Holman and **SUPPORTED** by Emily Stivers that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to accept the Steady State Program Proposals to Balance FY 2021 Budget.

**MOTION PASSED** with 6 votes in favor.

**Members Present:** Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman

### Fiscal Year 2021 Budget

Stacia said the 2021 budget will be incorporating previous budget figures as well as the proposals just reviewed.

#### ACTION:

**MOVED** by Raul Gonzales and **SUPPORTED** by Emily Stivers that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors approve the Fiscal Year 2021 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 PASSED** with 6 votes in favor.

**Members Present:** Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman

### Revisions to Accounting Methods Policy 4.1.01 and General Fund Policy 4.1.02

Stacia said MDHHS and MSHN require CEI to report on a full accrual. In order to simplify our policies, we are revising these policies to be more in line with the full accrual process.

#### ACTION:

**MOVED** by Dianne Holman and **SUPPORTED** by Dianne Holman that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors approves the revisions to the Accounting Methods Policy 4.1.01 and its General Fund Policy 4.1.02 as presented.

**Attachments:**

**Accounting Methods Policy 4.1.01 – Revised**



General Fund Policy 4.1.02 – Revised

MOTION PASSED with 6 votes in favor.

Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers, Dianne Holman

Dianne Holman left the meeting at 7:08 p.m.

**COVID-19 Additional Compensation Extensions**

MOVED by Raul Gonzales and SUPPORTED by Emily Stivers 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 additional compensation extensions based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

**COVID-19 Additional Compensation for Provider Workforce Members Delivering Community Living Supports and Personal Care in Congregate or Individual Residential Settings for CMHA-CEI Providers – Extended through 1/09/2021**

Stacia noted the difference between the two items is that one is for providers, and one is for CEI direct staff. FY20 contracts for the applicable providers will be extended through January 9, 2020. Joe noted that it is possible this could be extended past January 9, but there is no way to know.

**COVID-19 Additional Compensation for Provider Workforce Members Delivering Community Living Supports and Personal Care in Congregate or Individual Residential Settings for CMHA-CEI Employees – Extended through 1/09/2021**

This item extends the additional compensation for employees, where applicable.

MOTION PASSED with 5 votes in favor.

Members Present: Joe Brehler, Kay Randolph-Back, Dwight Washington, Raul Gonzales, Emily Stivers

Dianne Holman excused

**Medicaid Revenue Update**

Stacia presented the updated spreadsheet to the committee. She noted the update is through August. At that point in time, we were showing that CEI is over budget in



Medicaid by \$6.8M. This will be used for the \$10M MERS contribution that was previously approved tonight.

**Unfinished Business:**

None

**New Business:**

None

**Public Comment:**

None

**Adjournment:**

The meeting was adjourned at 7:15 p.m. The next regularly scheduled Finance Committee meeting is October 14<sup>th</sup>, 2020 at 5:30 p.m., via Zoom.

Minutes Submitted by:

Darby Vermeulen

Finance Administrative Assistant