



# Community

MENTAL HEALTH

CLINTON • EATON • INGHAM

BOARD OF DIRECTORS

VIRTUAL MEETING

MINUTES

Thursday, November 19, 2020

6:00 p.m.

**Staff Present:**

Sara Lurie, Sharon Blizzard, Shana Badgley, Joyce Tunnard, Jennifer Stanley, Gwenda Summers, Stacia Chick, Joanne Holland, Ericanne Spence, Julie Vermett-Pollok, Janet McDuffey, April Poyer, Heather Haag, Kyle Stinson, Sandra Youngs, Stacey Bahr

**Excused:**

Aleshia Echols  
Karla Block

**Public Present:**

Connie Bussey-Hooper  
Elizabeth Pratt  
Linda Matson

**Union Representation:**

Naudia Fisher

**Call to Order:**

The meeting was called to order by Board Chair, Paul Palmer at 6:00 p.m.

**Roll Call:**

Paul Palmer, (Lansing, Ingham County); Joe Brehler, (Lansing, Eaton County); Al Platt, (Meridian Township, Ingham County); Emily Stivers, (Haslett, Ingham County); Jim Rundborg, (DeWitt, Clinton County); Dianne Holman, (Meridian

Township, Ingham County); Dale Copedge, (Lansing, Ingham County); Raul Gonzales, (East Lansing, Ingham County); Adam Matson, (Delta Township, Lansing); Kay Randolph-Back, (Eaton Township, Eaton County).

Dwight Washington arrived at 6:10 p.m., just after Roll Call.

**Excused:**

None.

**Previous Meeting Minutes:**

Kay Randolph-Back asked for clarification on the supports coordination rate and Stacia Chick verified that they were accurate.

**ACTION**

**MOVED** by Kay Randolph-Back and **SUPPORTED** by Jim Rundborg that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMHA-CEI) approve the October 22, 2020 meeting minutes as written.

**MOTION PASSED** with 11 votes in favor. **Members Present:** Paul Palmer, Joe Brehler, Al Platt, Dwight Washington, Emily Stivers, Jim Rundborg, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back.

**Excused:**

Maxine Thome

**Adoption of Agenda:**

**MOVED** by Joe Brehler and **SUPPORTED** by Al Plat that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMHA-CEI) approve the November 19, 2020 agenda, with the addition of New Expense Contract: EHIM HRA Administration 2021 Plan Year.

**MOTION PASSED** with 11 votes in favor. **Members Present:** Paul Palmer, Joe Brehler, Al Platt, Dwight Washington, Emily Stivers, Jim Rundborg, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back.

**Excused:**

Maxine Thome

**Public Comment on Agenda Items:**

Sara Lurie welcomed Michigan State University (MSU) Masters of Social Work (MSW) Students. Connie Bussey-Hooper introduced herself and the ten students, stating they were invited by Maxine Thome. Paul Palmer welcomed them.

#### Mid-State Health Network (MSHN) Update:

Joe Brehler and Dianne Holman gave an update of MSHN's Board of Directors meeting this month. It was announced that Block Grant (BG) funding, used for Substance Use Disorder (SUD) services, has been reduced approximately 40% from what they were a year ago. CMHA-CEI has a substantial amount of SUD services funded by BG. There was some discussion of how MSHN would respond to the reduction in funding, perhaps by changing eligibility criteria. The Board voted regarding having the Board approve any changes made to meet the situation, as it may be policy changes; it was voted down 18 to six. The MSHN Chief Executive Officer (CEO) will make the decisions for changes to meet the reduction in funding. Kay Randolph-Back commended Joe and Dianne. Discussion regarding Board of Directors set policy and CEOs advise. Not all CMHs in MSHN have SUD programs; therefore, some MSHN Board members may not feel the concern that CMHA-CEI feels. Discussion of accountability which is held through the individuals selected to sit on the Board. Sara Lurie explained the differences between the Pre-Paid Inpatient Health Plant (PIHP) operations and the Coordinating Agency (CA) operations. MSHN feels they are meeting requirements through their SUD Advisory Board. Although the SUD Advisory Board is only for deciding how they spend PA2 funding. CMHA-CEI is more invested in BG funds than other CMHs. There is a separation and the funding flows differently.

#### CEO Report

Sara Lurie provided the full November CEO Report and reported the following:

- This is Jim Rundborg's last meeting on the Board. Sara thanked him for all of his dedication, support and advocacy, including serving as Board chair last year. Jim thanked Sara and other Board members for their kind words.
- There are new challenges, regulations and requirements to which CMHA-CEI is adjusting. Staff continue to be amazing, working hard to deliver services and keep 24/7 operations running with in-person and telehealth. Adjustments are made, focusing on support and providing clinical care. Some things hoped to have been done at this time had to be put on hold. CMHA-CEI, as many CMHs, is seeing staffing issues due to exposures, not necessarily transmission, requiring staff to be off for certain amounts of time. The Virus Task Force meets three times a week and stays on top of things with safety protocols.
- Michigan Department of Health and Human Services (MDHHS) testing orders

for group and Adult Foster Care (AFC) homes licensed for 13 or more impacts Bridges Crisis Unit (BCU) and the MAC group home. Weekly testing for staff of those facilities will start at the end of this month.

- CMHA-CEI is tracking the SUD Block Grant dollar reduction closely. Medicaid cannot be used for treatment provided in the jail; BG is used for those services of that high priority population. Ericanne Spence, Director of CMHA-CEI SUD service programs, is involved in providing ideas to the MSHN committee looking at the BG funds. Sara attended a State meeting today and hopes there is advocacy to find funds in the State from other sources that would reduce the cut. Sara will keep the Board informed.

Kay Randolph-Back asked how quarantining is carried out in a residential setting, if a consumer tests positive. Individuals are isolated in their room, with services and meals provided in their room. Staff encourage the individual to follow the Health Department guidelines. Staff follow the appropriate protective equipment process. Residential homes are encouraged to be in contact with the consumer's primary care physician, to monitor vital signs and to call 911 if they begin to have difficulty breathing. CMHA-CEI has held several flu shot clinics to assist consumers in obtaining vaccination.

Dwight Washington expressed concern regarding the homeless population and the spread of COVID19. CMHA-CEI has outreach programs, peer recovery coaches, staff who work with the homeless coalition, eligibility specialists who help individuals sign-up for assistance and staff who work crisis response with shelters. CMHA-CEI supports the community's network of programs that assist the homeless population.

Raul Gonzales left the meeting at 6:33 p.m.

Maxine Thome arrived.

#### **BUSINESS ITEMS:**

##### **Consumer Advisory Council**

In Raul Gonzales' absence to present on the November 5, 2020, Consumer Advisory Council meeting, Sara Lurie encouraged members to read the meeting minutes.

##### **Program & Planning Committee**

The November 9, 2020, meeting was canceled.

##### **Finance Committee**

**New Expense Contract: Blue Cross Blue Shield of Michigan 2021 Plan Year**

**ACTION**

**MOVED** by Joe Brehler and **SUPPORTED** by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties authorize CMHA-CEI to enter into contract with Blue Cross Blue Shield of Michigan to purchase employee healthcare benefits from Blue Cross Blue Shield of Michigan for the period of January 1, 2021 to December 31, 2021.

**MOTION PASSED** with 11 votes in favor. **Members Present:** Paul Palmer, Joe Brehler, Al Platt, Dwight Washington, Emily Stivers, Jim Rundborg, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome.

**Excused:**

Raul Gonzales

**New Expense Contract: EHiM HRA Administration 2021 Plan Year**

Stacia Chick presented Employee Health Insurance Management, Inc. (EHiM) is the third party administrator for Health Reimbursement Account (HRA) benefits and handles reimbursement for enrolled members. The duties are currently carried out by 44North while CMHA-CEI has Physicians Health Plan (PHP). EHiM is the administrator that works with Blue Cross Blue Shield. EHiM rates are \$500 less in annual administrative service fees and \$5.50 less per subscriber, per month for all participants in the plan.

**ACTION**

**MOVED** by Joe Brehler and **SUPPORTED** by Jim Rundborg that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties authorize CMHA-CEI to enter into a new contract with Employee Health Insurance Management, Inc. (EHIM) to purchase employee Health Reimbursement Account Administration from EHiM for the period of January 1, 2021 to December 31, 2021 and pay fees per the rate schedule below.

**SECTION 5 – SCHEDULE OF FEES**

Initial Set Up Fee <sup>1</sup>	\$ 1,000	One time fee
Ongoing Monthly Maintenance Fee	\$12.00	Per Employee Per Month (PEPM)-Min \$ \$500 /month
Agent Administration Fee	waived	Per Employee Per Month (PEPM)
Initial Pre-Paid Client Line	\$240,000	Estimated 3 months claims utilization
Run-Off Claims Fee (if applicable)	NA	Per Employee Per Month (PEPM)
Run-In Claims Fee (if applicable)	NA	Per Employee Per Month (PEPM)
Annual Renewal Fee		
SPD Fee(s) (if applicable)	\$500	

**MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Joe Brehler, Al Platt, Dwight Washington, Emily Stivers, Jim Rundborg, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome.**

**Excused:**

**Raul Gonzales**

**Human Resources Committee**

**The committee did not meet in November.**

**Recipient Rights Committee**

**The committee did not meet in November.**

**Executive Committee**

**The committee did not meet in November.**

**Building and Sites Ad Hoc Committee**

**The committee did not meet in November.**

**By-Laws Ad Hoc Committee**

**By-Laws Language Review – 1<sup>st</sup> Reading**

**Kay Randolph-Back reviewed the language revisions recommended by the By-Laws Ad Hoc Committee. Some technical changes, including current dates, updated SUD language, capitalizations in citations, a definition of medical condition and the Board Chair Person’s name are recommended. An additional section in Article V is recommended to comply with the Open Meetings Act. Exceptions to the requirement of in-person meetings by public bodies have been revised by a new law and are: a declaration of emergency by the Governor, local official or local governing body, which poses risk to personal health and safety of persons attending a meeting in-person; an individual is called away by military duty; or an individual has a medical**

condition prohibiting their attendance of meetings in-person. The changes permit virtual attendance in those three instances. CMHA-CEI By-Laws currently state a Board Member ~~attending virtually is not allowed~~ must be present to vote. The recommended By-Laws revisions would state a Board Member attending virtually is allowed to vote. Another section recommended for addition to Article V is for a Board Member attending a meeting virtually, for one of the allowable reasons other than military duty, to state the place of their physical location during Roll Call. Due to the addition of two sections to Article V, the labeling of subsequent sections will need to be adjusted. Paul Palmer asked if a Board Member is out of town due to a family emergency or employment issues would that qualify. It was concluded that those reasons would not qualify unless the employment was military duty. The medical condition is broad and there is no statement in the law for how one satisfies meeting that criteria, which leaves it to common sense and judgement. This is first reading; the Board will vote on the recommended revisions next month. Dwight Washington clarified that medical condition includes mental health. The law covers the continued participation of the public in Board meetings, virtually or in-person. Members of the public do not vote in Board meetings. Concern regarding disruptive behavior was mentioned. The limit of three minutes per person for public comment puts a limit on any disruption. Joe Brehler stated there was discussion a year ago regarding making the Board meeting available to Board members virtually, as long as the majority of the Board was physically present. Kay stated that Resolution made by the Board was brought up in the Ad Hoc Committee meetings. Virtual attendance by Board members for reasons other than the three exceptions cannot be done. These recommended By-Law changes address the statute that was recently passed. Emily Stivers stated she is happy with the way the recommended language revisions have been done and commended Kay Randolph-Back for her efforts. The changes cover physical and mental health issues, allowing for virtual voting. The law does not require a mechanism to prove the medical condition; it does not violate the person's privacy. Board members will review the document and be prepared to vote at the next Board meeting.

#### Community Access Committee

The next meeting is Monday, November 23, 2020 at 5:30 p.m.

#### Unfinished Business

None.

#### New Business

None.

### Public Comment

Elizabeth Pratt stated regarding AFC homes and procedures, it seems everyone is trying very hard to keep people safe. Residents are under stringent limitations, no visiting, they cannot leave the facility, they cannot visit outdoors. This will raise additional difficulties for residents and staff.

Linda Matson stated the council talked about the next newsletter including stories of how individuals are coping with COVID and received good results.

Jim Rundborg stated the Board of Commissioners will determine his replacement during their meeting Tuesday. Paul Palmer requested they email Sara Lurie information regarding their selection.

Connie Bussey-Hooper asked regarding individuals working directly with clients and what is the policy for mandatory reporting for outbreak purposes. Sara stated the Agency has two tracks: 1) staff exposures, handled by Human Resources, 2) consumer exposures, handled by the Virus Task Force and Quality Customer Service. Joyce Tunnard added that when there is a positive case in a residential facility, the Agency also consults with the Health Department. Dr. Stanley stated every positive case is reported to the Health Department, due to it being a public health issue. Such reporting is covered under statute and is not a breach of confidentiality. Type of services provided and reasons for those services are not shared. The State of Michigan has a large body of law regarding communicable disease reporting requirements. The Agency has a dedicated email account to the Virus Task Force, staff report it to that email. There are also various mechanisms in the electronic health record that advise staff of situations that may not be reported by consumers.

Kay Randolph-Back stated she appreciated Linda's and Elizabeth's comments. It will be good to get the stories out about how people are dealing with COVID19. The situation is difficult for people in group homes. Invite people in group homes to tell their stories and offer them the venue to get their stories out the larger world.

Sara Lurie clarified that CMHA-CEI cannot prevent consumers from going out of a facility. However, it can limit people coming in to visit.

Janet McDuffey commented on differential pay that some departments receive. The ACT team is in the community working on the front lines. The team appreciates Sara Lurie's kind words for the work staff is doing. They are in clients' homes and have

no way of controlling the contacts that clients have. Because of this, they are not able to have the type of contact tracing that happens in other areas where contacts are limited. They do not know exposures clients are coming in contact with. AFC's and other departments are shut down to the community and visitors, or have strong policies for people coming in. Other programs know because they have ability by order of the Health Department to limit who can come in. ACT team is excluded from receiving the pay differential because their service is a bundled service. They realize it comes from the State and not CMHA-CEI. They request that CMHA-CEI pay the differential to anyone with such contacts until the State recognizes it is necessary, despite the bundled service. The risk is as much or more than what other staff face in providing services. They would like management to advocate with the State. They would like to receive the differential pay retroactive from when the State made the mandate and until the State concludes the mandate. They appreciate the letter the Board of Directors sent out and that people recognize the compassionate care they provide. They want to be compensated for doing so.

#### Adjournment

The meeting adjourned at 7:39 p.m. The next meeting is scheduled for Thursday, December 17, 2020, and will be held virtually beginning at 6:00 p.m.

Minutes Submitted by:

Julie Vermett-Pollok  
Clinical Administrative Assistant