



COMMUNITY MENTAL HEALTH AUTHORITY
CLINTON • EATON • INGHAM

BOARD OF DIRECTORS
REVISED Meeting Minutes
Thursday, September 20, 2012
6:00 p.m.
812 E. Jolly Rd., Conference Rm. G11-C
Lansing, MI 48910

Staff Present: Toby Bayless, Renee Benard, Judi Cates, Mary Clissold, Deb Darcy, Chuck Dougherty, Aleshia Echols, Liz Holcomb, Pam Keyes, Maureen Moloney, David Picone, Robert Sheehan, Al Way, and Kim Zimmerman

Public Present: John Mohler, St. John Pharmacy Manager

CALL TO ORDER:

The meeting was called to order by Chairperson Raul Gonzales at 6:00 p.m.

ROLL CALL:

Board Members Present: Raul Gonzales, Chairperson; Joe Brehler, Vice Chairperson; Adam Stacey, Secretary; Pat St. George, Chris Swope, Maxine Thome, Kay Pray, Sara Clark-Pierson, Stephen Manchester, Kay Randolph Back, and Paul Palmer

Committee Members Absent: Dale Copedge (notified staff of absence)

PREVIOUS MEETING MINUTES:

MOVED by Paul Palmer and SUPPORTED by Stephen Manchester to approve the meeting minutes of August 16, 2012. MOTION CARRIED unanimously.

ADOPTION OF AGENDA:

MOVED by Kay Pray and SUPPORTED by Sara Clark-Pierson to adopt the agenda of September 20, 2012. MOTION CARRIED unanimously.

PUBLIC COMMENT ON AGENDA: None.

Kay Randolph-Back joined the meeting at 6:17 p.m.

DIRECTORS REPORT:

Maureen Moloney, Adult Mental Health Services Program Director introduced Renee Benard, Crisis Services Coordinator. Ms. Benard provided a brief overview of the Crisis Recovery Team initiative, and thanked the Board for approving this initiative as part of the FY11 proposals to balance the budget. Ms. Benard commented:

A Consumer served by CRT indicated she had been a couple of years working to obtain services. She was referred to CRT by Emergency Services, feeling hopeless and helpless largely due to her inability to obtain services. With CRT, within weeks she had

obtained ID so she could stay at shelters, had a primary care provider so she could obtain her medication, and was linked to a community therapist for any follow up services needed. She praised CRT for helping her get on track. I commented that the woman did not obtain housing, she merely had the means to stay in shelters and for her, that was freedom.

CMH Board members were pleased to hear of the follow-up support that this initiative is making a difference in the lives of CMH consumers and diverting them from hospital services, keeping them from having to receive acute care, and helping them stay healthy.

Liz Holcomb, Director of Quality, Customer Services, and Recipient Rights introduced John Mohler, St. John Pharmacy Manager. Mr. Mohler expressed how pleased St. John Pharmacy staff are with the new location at CMH, and provided Leadership with an update of services offered. In addition, Mr. Mohler spoke of the many successes the program has had since its inception and noted that although the actual volume of work has exceeded the projected numbers, this has allowed for significant growth. Mr. Mohler reported that within the last year, the pharmacy has added one pharmacist, two technicians and a driver to their staff and upgraded technology and equipment. Mr. Mohler informed leadership that there have been several billing issues. However, Mr. Mohler was happy to report that St. John has contracted with an outside billing service, and look forward to resolving those issues within the next couple of weeks. In addition, Mr. Mohler reported he continues to work with Dr. Picone to produce the QA report on a quarterly basis. This report provides tracking and utilization information for physicians and helps to identify opportunities. In closing, Mr. Mohler stated that St. John Pharmacy looks forward to continued growth opportunities in the future with CMHA-CEI.

Robert Sheehan presented the following handouts and reviewed the DCH proposed regional maps, pages 22, 23, and 24:

- Regional Realignment
- Identity, purpose, role of CMH

Discussion ensued.

COMMITTEE REPORTS:

Program & Planning:

Medicaid PIHP Region Development

MOVED by Pat St. George and SUPPORTED by Chris Swope that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties (CEI) Board of Directors, in its role as the governing body for the Medicaid Prepaid Inpatient Health Plan (PIHP) and in its role as the governing body for the Community Mental Health Services Program (CMHSP):

- **Provide staff with the following general principles to be used in the development of a potential regional PIHP with boundaries and operation that differ from that of the current PIHP:**
 - **That CEI continue to hold a PIHP contract with MDCH**
 - **That the governing body for the PIHP of the expanded region, made up of representatives from across the region, have a narrow and concrete set of issues over which it can make decisions**

- That the CEI Board of Directors retains the authority to hire the CEO of CEI, even if a multi-CMH board is established to govern the multi-CMH PIHP
- That the locally-controlled, autonomy-driven approach used by CEI in its work as a regional PIHP continue to be the approach used in the operation of the PIHP with the expanded region
- The Board appoint based on population of region by CMH

Direct staff to hold discussions with other PIHPs and CMHSPs, across the state, with the aim of developing agreements around the formation of a larger regional PIHP – applying the principles outlined by the Board.

This action by the Committee nor the Board does not constitute approval for CMH to enter into an agreement with these PIHPs and/or CMHSPs to form such a regional PIHP. This approval, if and when recommended by staff, will require another vote by the CMH Board of Directors.

Discussion ensued.

MOVED by Chris Swope and **SUPPORTED** by Kay Pray that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties (CEI) Board of Directors, in its role as the governing body for the Medicaid Prepaid Inpatient Health Plan (PIHP) and in its role as the governing body for the Community Mental Health Services Program (CMHSP), amend language adding that the Board appoint based on population of region by CMH.

MOVED by Chris Swope and **SUPPORTED** by Raul Gonzalez that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties (CEI) Board of Directors, in its role as the governing body for the Medicaid Prepaid Inpatient Health Plan (PIHP) and in its role as the governing body for the Community Mental Health Services Program (CMHSP), amend, adding language that CMH bring on regions whose philosophical viewpoints are similar to our model and that will allow CEI to retain its local autonomy with the final language to read as follows:

The Community Mental Health Authority of Clinton, Eaton, Ingham Counties (CEI) Board of Directors, in its role as the governing body for the Medicaid Prepaid Inpatient Health Plan (PIHP) and in its role as the governing body for the Community Mental Health Services Program (CMHSP):

- **Provide staff with the following general principles to be used in the development of a potential regional PIHP with boundaries and operation that differ from that of the current PIHP:**
 - That CEI continue to hold a PIHP contract with MDCH
 - That the governing body for the PIHP of the expanded region, made up of representatives from across the region, have a narrow and concrete set of issues over which it can make decisions
 - That the CEI Board of Directors retains the authority to hire the CEO of CEI, even if a multi-CMH board is established to govern the multi-CMH PIHP
 - That the locally-controlled, autonomy-driven approach used by CEI in its work as a regional PIHP continue to be the approach used in the operation of the PIHP with the expanded region
 - The Board appoint based on population of region by CMH
 - The Board appoint based on population of region by CMH

- CMH bring on regions whose philosophical viewpoints are similar to our model and that will allow CEI to retain its local autonomy

MOTION CARRIED unanimously.

Finance:

MOVED by Stephen Manchester and SUPPORTED by Maxine Thome that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to approve the following Revenue and Expense Contract Renewals (items 1 – 22):

Revenue Contract Renewal: Capital Area Community Services Early Head Start (CMHA-CEI)

The contract with Capital Area Community Services Early Head Start to provide home-based services for up to 8 children and their families and to provide up to 48 hours of Reflective Supervision/Consultation to CACS EHS for the period of (August 1, 2012 through July 31, 2013) and receive \$36,446 for those services;

Revenue Contract Renewal: Gratiot County CMH, ECHO Software (CMHA-CEI)

The contract with Gratiot County Community Mental Health to provide and maintain the Echo data system, the CEI Clinical System, and the Filebound Document Imaging System for the period of October 1, 2012 through September 30, 2013 and receive \$116,283.69 for that service;

Revenue Contract Renewal: Ionia County CMH, ECHO Software (CMHA-CEI)

The contract with Ionia County Community Mental Health to provide and maintain the Echo data system, the CEI Clinical System, and the Filebound Document Imaging System for the period of October 1, 2012 through September 30, 2013 and receive \$117,572.09 for that service;

Revenue Contract Renewal: City of Lansing, Outpatient (CMHA-CEI)

The contract with the City of Lansing, Human Relations and Community Services Department, to provide services for the period of July 1, 2012 through June 30, 2013 and receive \$20,000 for those services;

Revenue Contract Renewal: Michigan Department of Community Health, PATH Grant (CMHA-CEI)

The contract with Michigan Department of Community Health – PATH Grant to provide outreach mental health services to homeless adults experiencing mental illness in the tri-county area October 1, 2012 through September 30, 2013 and receive \$121,223 for those services;

Revenue Contract Renewal: Professional Consulting Services (CMHA-CEI)

The contract with Professional Consulting Services to provide a full array of adult mental health services for the period of October 1, 2012 to September 30, 2013 and receive reimbursement for services, per the DOC schedule of fees for those services;

Revenue Contract Renewal: Michigan Department of Community Health, Tenant Based Rental Assistance Voucher Program (CMHA-CEI)

the contract with Michigan Department of Community Health to provide supportive housing services as per the direction of the Michigan Department of Community Health for the period of October 1, 2012 through September 30, 2013, and receive \$32,785. This is the third year of funding made available through DCH for a program (MDCH-SHP-09) intended to last through September, 2013;

Expense Contract Renewal: Association for Children's Mental Health (CMHA-CEI)

The contract with Association for Children's Mental Health from October 1, 2012 through September 30, 2014 for Parent Support Partner services and pay up to \$150,000 for those services;

Expense Contract Renewal: Highfields, Inc. (CMHA-CEI)

The contract with Highfields to provided Wraparound Services to youth and families enrolled in the Department of Human Services' SED Waiver Pilot Program from the period of October 1, 2012, through September 30, 2014 and pay \$311.95 per contact, with up to 4 contacts per month, for those services;

Expense Contract Renewal: Michigan Department of Human Services, Ingham County – Medicaid Eligibility Specialist Designated to CEI (CMHA-CEI)

The contract with Michigan Department of Human Services to purchase Medicaid Eligibility Specialist services for the period of October 1, 2012 through September 30, 2013, and pay \$51,300.00 for those services;

Expense Contract Renewal: Residential Type B (CMHA-CEI)

Renew contracts for Type-B Residential Services for a three year period from October 1, 2012 through September 30, 2015, in accordance with the attached listing of homes and approve the annualized budgets for FY 2013;

Expense Contract Renewals: Pine Rest Christian Hospital/St. Mary's, Forest View Hospital, and Memorial Hospital (CMHA-CEI)

The contracts with Pine Rest/St. Mary's Hospital, Forest View Hospital, and Memorial Hospital of Owosso to purchase hospital services from the hospitals at the rates indicated for the respective agreements for FY 2013:

Pine Rest/St. Mary's: 1 year agreement (10/1/2012 - 9/30/2013) - rates all-inclusive

| | |
|------------------------------------|-------------------|
| Inpatient – children/older adults: | \$879.50 per diem |
| Inpatient - adults: | \$847.50 per diem |
| Partial hospitalization: | \$363 per diem |
| ECT: | \$576 – \$767 |

Forest View: 1 year agreement (10/1/2012 - 9/30/2013) - rates all-inclusive

| | |
|--|----------------|
| Inpatient - adults: | \$760 per diem |
| Inpatient - children: | \$790 per diem |
| Partial hospitalization – adults and children: | \$315 per diem |

Memorial of Owosso: 2 year agreement (10/1/2012 – 9/31/2014) – rates all-inclusive

| | |
|---------------------|---------------------|
| Inpatient – adults: | Year 1 - \$790 est. |
| | Year 2 - \$810 est. |

Expense Contract Renewal: Peckham, Inc. (CMHA-CEI)

The contract with Peckham for the period of October 1, 2012 to September 30, 2015 and pay Peckham Inc. \$33,423.50 per month (\$401,082 annually) for day program services for 117 consumers with Developmental Disabilities. In addition CEI-CMHA will pay Peckham Inc. a daily rate of \$15.37 for each consumer enrolled beyond 117;

Expense Contract Renewal: Community Living Services of Oakland County (CMHA-CEI)

The contract with Community Living Supports of Oakland County to purchase Independent Facilitation services for the period of October 1, 2012 – September 30, 2013, and pay \$146 per Person Centered Plan (PCP);

Expense Contract Renewal: Children's Waiver/Community Living Supports (CMHA-CEI)

Renew contracts with: Spartan Health Care, Lakeshore Healthcare, Rainbow Homes, LAP Respite, and Alyson Wyngarden, QMRP for the period of October 1, 2012 – September 30, 2015 and pay the rates according to the schedule below:

| Rate Schedule | | |
|--|---|---------------------|
| Service | Standard Rate | Holiday Rate |
| Children's Waiver Community Living Support | \$15.88/hr. | \$23.72/hr. |
| Children's Waiver Respite | \$15.56/hr. | \$23.36/hr. |
| Children's Waiver RN respite | \$30.92/hr. | \$46.40/hr. |
| Children's Waiver LPN respite | \$26.28/hr. | \$39.44/hr. |
| Family Training | \$63.91/session | NA |
| Treatment Planning | \$65/session | |
| Non Family Training | \$62.61/session | NA |
| Rainbow Respite | \$25, \$35 or \$45/day , \$50,\$75,or \$100 / overnight* | NA |
| Community Living Supports (non-waiver) | 14,12,or 16.12* | NA |

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

Expense Contract Renewal: Donald Wilde, Groundwork Counseling (CMHA-CEI)

Renew the contract with Donald Wilde/Groundwork Counseling to purchase counseling for the period of Oct. 1, 2012 thru Sept. 30, 2015 and pay \$50 per session;

Expense Contract Renewal: The Michigan Center for Positive Living Supports (CMHA-CEI)

Renew the contract with Michigan Center for Positive Living Supports, pending finalization of the contract, for the period of October 1, 2012 to September 30, 2013, to purchase:

- 1) Mobile Training/ Crisis Team Services at the rate of \$600.00 per hour.
- 2) Training and Crisis Transition Residential Services at the rate of \$500. Per day if CMHA-CEI staff are present, and \$650 per day when CMHA –CEI staff are not present.
- 3) On Site evaluation services at the rate of \$1500 for the initial evaluation (regardless of length) and pay \$1500 each day after the initial evaluation.
- 4) Staff Training and pay \$100-\$300 per staff member depending on the particular class;

Expense Contract Renewal: Robert D. Smith, Ph.D. (CMHA-CEI)

Renew the contract with Robert D. Smith, Ph.D. to purchase psychological and neuropsychological testing for the period of October 1, 2012 – September 30, 2013 and pay \$490 - \$1,500 for those services/goods;

Expense Contract Renewal: Senior Companion Program – RSVP (CMHA-CEI)

Renew the contract with Senior Companion-RSVP to purchase Senior Companion services from Senior Companion Program-RSVP for the period of October 1, 2012 to September 30, 2013 and pay \$11,000 for those services/goods;

Expense Contract Renewal: Cristo Rey Community Center (CMHA-CEI)

Renew the contract with Cristo Rey Community Center to purchase individual counseling and group therapy outpatient mental health services from the Cristo Rey Community Center for the period of October 1, 2012 to September 30, 2013 and pay an annual amount not to exceed \$26,046 for those services;

Expense Contract Renewal: Justice in Mental Health Organization (CMHA-CEI)

Renew the contract with JIMHO to purchase services from Justice in Mental Health Organization (JIMHO) for the period of October 1, 2012 through September 30, 2013 and pay \$285,354 for those services;

AND

Expense Contract Renewal: Nathaniel Asch (CMHA-CEI)

renew the contract with Nathaniel Asch to purchase Occupational Therapy Assessments for the period of October 1, 2012 to September 30, 2013 and pay \$280 (per assessment) and \$45/hour (OT meeting with community) for those services.

MOTION CARRIED unanimously.

MOVED by Stephen Manchester and **SUPPORTED** by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to approve the following New Revenue and Expense Contracts (items 23 – 26):

New Revenue Contract: Eaton County (CMHA-CEI)

New contract with Eaton County to provide mental health services to youth placed in the Eaton County Youth Facility and utilize the reimbursement process of the Michigan Child Care Fund, and bill the fund up to \$43,368, for the period October 1, 2011 through September 30, 2012;

New Expense Contract: AT&T (CMHA-CEI)

New contract with AT&T to purchase telephone communication services for the period of October 01, 2012 through October 01, 2015 and pay estimated \$548,388 for those services;

New Expense Contract: Netsmart, Data Transfer (CMHA-PIHP-CA)

Recommend that Robert Sheehan be authorized to sign the contract with NetSmart, and in its role as Board of Directors of the Substance Abuse Coordinating Agency (CA), ratifies a new contract with Netsmart to purchase professional services to transfer certain Mid-South Substance Abuse Commission/CareNet data to the new CMHA-CEI-CA site, provided by Netsmart. The anticipated cost of the proposed 1-month contract (09-01-12 through 09-30-12) is for \$30,810.

AND

New Expense Contract: Netsmart, CareNet Subscription (CMHA-PIHP-CA)

Recommend that Robert Sheehan be authorized to sign the contract with NetSmart **that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties acting in the role of the PIHP/CMH/CA ratified with** Netsmart to purchase CareNet, a subscription-based internet strategy for managed care communication and transaction processing, for the period of September 15, 2012 through September 15, 2014 and pay \$73,800 annually for a total of \$147,600 for those services.

MOTION CARRIED unanimously.

Fiscal Year 2012 4th Quarter Budget Amendments (CMHA-CEI)

MOVED by Stephen Manchester and **SUPPORTED** by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the Fiscal Year 2012 4th Quarter Budget Amendments. **MOTION CARRIED unanimously.**

Fiscal Year 2013 Budget (CMHA-CEI)

MOVED by Stephen Manchester and **SUPPORTED** by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the Fiscal Year 2013 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.

Human Resources:

Third Quarter Grievance Report

MOVED by Chris Swope and SUPPORTED by Paul Palmer that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the Third Quarter Grievance Report from the period of April 1, 2012 through June 30, 2012. MOTION CARRIED unanimously.

Third Quarter Diversity Initiative/EEO Report

MOVED by Chris Swope and SUPPORTED by Sara Clark-Pierson that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the Third Quarter Diversity Initiative/EEO Report from the period of April 1, 2012 through June 30, 2012. MOTION CARRIED unanimously.

Recipient Rights:

Recipient Rights Quarterly Reports: Jan. 1, 2012 – Mar. 31, 2012 and April 1, 2012 – June 30, 2012

MOVED by Adam Stacey and SUPPORTED by Kay Randolph-Back that the Recipient Rights Committee recommends that the Community Mental Health Authority of Clinton Eaton Ingham Counties Board of Directors accept the Recipient Rights Quarterly Reports for the period of January 1, 2012 through March 31, 2012 and April 1, 2012 through June 30, 2012. MOTION CARRIED unanimously.

Executive Committee

No report.

Old Business:

None.

New Business:

Paul Palmer announced that he will be receiving the Partners in Excellence award. The Partners in Excellence award is a regional award designed to recognize those who have, in the process of utilizing community mental health services, enhanced the perception of those services and their recipients within the community. The Awards Ceremony will be held during the Michigan Association of CMH Boards Fall Conference during the luncheon general session on October 16, 2012 at Grand Traverse Resort, Traverse City, Michigan. The Committee congratulated Paul on receiving such a prestigious award.

Paul also inquired as to who the delegates from the Board were for this year (Kay Randolph-Back, Kay Pray and Stephen Manchester, alternate), as well as expressed his

desire to be considered by the Executive Committee as a delegate for next year's Fall Conference.

Stephen Manchester shared with the committee a comment made to him while conversing with an individual only to find that this individual was an employee of CMH. During the conversation, the individual mentioned that they loved working at CMH, and feel that the work that they do is important. Additionally, this person stated that the job that leadership does helps CMH employees do their jobs better. They also stated that they like the people who are running the shop and appreciate the level of dedication from CMH leadership.

Bob announced that there will be an open house for the Mid South staff coming on board effective October 1, 2012. The open house is scheduled for October 25, 2012 at 10:00 am.

Public Comment:

None

Adjournment:

The meeting was adjourned at 7:45 p.m. The next regularly scheduled Board of Director Committee meeting will be October 18 at 6:00 pm at the Community Mental Health Building, 812 E. Jolly Rd, Lansing, MI.

Minutes submitted by:

Aleshia Echols
Acting Executive Secretary on behalf of Judy Hazle