



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

**BOARD OF DIRECTORS
HYBRID MEETING
MINUTES
Thursday, February 16, 2023
6:00 p.m.**

Staff Present (Via Zoom)

Shana Badgley, Karla Block, Joanne Holland, Sue Panetta, Jennifer Stanley,
Gwenda Summers, Stefanie Zin

Excused

K.C. Brown
Joyce Tunnard

Staff Present (In-Person)

Jana Baylis
Aleshia Echols
Sara Lurie
John Peiffer
Rebecca West

Public Present (In-person)

None.

Public Present (via Zoom)

Elizabeth Pratt, NAMI
Jennifer Shearer

Union Representation

None.

Call to Order:

The meeting was called to order by Board Vice Chair, Dwight Washington at 6:04 p.m.

Roll Call:

Dwight Washington, Ryan Sebolt, Joe Brehler, Adam Matson, Dale Copedge, Kay Randolph-Back, Raul Gonzales

Board Member(s) Attending via Zoom

Paul Palmer, at his residence in Ingham County, City of Lansing, MI.

Excused:

Al Platt

Dianne Holman

Timothy Hanna

Meeting Minutes

ACTION:

MOVED by Dwight Washington and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMHA-CEI) approve the January 19, 2023 meeting minutes with the following amendment on page 6 of the Minutes:

- Elise Magen advised that the CARF Survey Reviewers ensure that we are in compliance with all of our established Policies/Procedures, inclusive of conformance with the established rules/regulations as articulated in the Mental Health Code.

MOTION CARRIED unanimously.

Adoption of Meeting Agenda:

ACTION:

MOVED by Ryan Sebolt and SUPPORTED by Dale Copedge that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMHA-CEI) adopt the February 16, 2023 Meeting Agenda as written.

MOTION CARRIED unanimously.

Public Comment:

None.

Mid-State Health Network (MSHN) Update:

Board member, Joe Brehler reported that the MSHN Board of Directors has not met since the for the month of February, 2023. The next meeting scheduled for the 1st Tuesday in March, 2023.

Maxine Thome arrived at 6:28 p.m.

CEO REPORT

Special Presentation

CEO, Sara Lurie and Board Vice Chair, Dwight Washington presented Board member, Adam Matson with a resolution honoring the memory of his mother, Linda Matson, who was a CMHA-CEI Consumer Advisory Council member. The resolution read as follows:

WHEREAS, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Consumer Advisory Committee and the broader community lost a valued member and dedicated mental health advocate on January 4, 2023 with the passing of Linda Matson; and WHEREAS, Linda Matson was a tireless and outspoken advocate for the public behavioral health system;

And WHEREAS, Linda was a volunteer with the Association for Children’s Mental Health, a Board Member at Charterhouse Clubhouse, and a founding member of the CMHA-CEI Consumer Advisory Council;

and WHEREAS, Linda used her lived experience as a parent and individual receiving services to advocate for expanding access to behavioral health services to help other people in the community;

and WHEREAS, she supported youth, families, friends, neighbors – whoever needed help – never asking for recognition or thanks;

and WHEREAS, Linda cared deeply about people, never wanting anyone to suffer alone;

and WHEREAS, Linda used her voice to empower and encourage individuals receiving behavioral health services to actively engage in the community, to share their recovery stories, to exercise their right to vote, and to stand up and be counted in the census;

and WHEREAS, Linda had an unyielding desire to support her community and encourage people of all ages to accomplish their goals, encouraging all to chase their dreams, and to live life to the fullest;

and WHEREAS, Linda Matson was much appreciated for her compassion, creativity, energy, and dedication by her family, friends and those fortunate enough to know her;

and THEREFORE BE IT RESOLVED, that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors recognizes the significant contributions of Linda Matson;

and BE IT FURTHER RESOLVED, that the Board of Directors extends its sincerest condolences to her son, Adam Matson and to her extended family and friends

Following the presentation, CEO, Sara Lurie introduced Joanne Holland, Chief Information Officer who presented an Information Services overview. Highlights from the presentation included:

- **Position Overview**
 - **CIO**
 - **Administrative Assistant**
 - **Business Analysts**
 - **Software Developers**
 - **Systems Technicians**
 - **Systems Engineers**
 - **Data Analyst**
 - **BA Manager, SD Manager, Network & Support Manager**
- **Functions of the Positions**
 - **Support the Electronic Health Record**
 - **Assist Helpdesk with troubleshooting issues**
 - **Create training materials (video and user guides)**
 - **Work with users to develop design specification documents**
 - **Customizations to the HER**
 - **Reports**
 - **New Systems**
 - **Manage Encounter and BH-TEDS submissions to the State**
 - **Manage website content**
 - **Data and workflow analysis**
 - **Complete CMH audits for MSHN**
- **Projects**
- **Software Developer Functions**
- **Systems Technician Functions**
- **System Engineer Functions**
- **Data Analyst Functions**

CEO, Sara Lurie concluded the CEO verbal Report sharing that due to the events that occurred at Michigan State University, CEI has been working tirelessly to provide support to students, families, staff and consumers. Additionally, Ms. Lurie reported that an All Agency Briefing took place on February 15, 2023 @ 12:00 noon, and was held as a hybrid event. The briefing provided an opportunity to update staff and share the steps that had been taken as an agency in response to this community tragedy, and discuss what we can do to take care of ourselves, our loved ones and our consumers. We also had members of our Critical Incident Stress Management Team available to assist staff during and following the briefing. There were a total of 209 staff in attendance (43 in-person and 164 virtual attendees). The following handouts were distributed:

- A Practical guide to Coping
- Traumatic/Critical Incident Stress Information Sheet For Spouses, Families, & Significant Others from the course Stress and the Responder's Family CISM Skills for Family Crisis Intervention by Anne Balboni
- Critical Incident Stress Information Sheets, International Critical Incident Stress Foundation, Inc.

Special kudos were given to Jody Nelson, Coordinator and Chris McCaslin, Coordinator, by CEO, Sara Lurie for their assistance with coordination of the All Staff Meeting, as well as to Directors for using program resources in several creative ways, commenting that "all staff have been amazing"! During the briefing, Jody Nelson provided education to staff regarding what to expect following a traumatic experience.

CEO, Sara Lurie commented that we don't think that we have reached our peak of what to expect. However, we will continue offering whatever we can to provide 24/7 Crisis support, as needed. Other outreach support is being provided by CEI at the following community locations:

- East Lansing Public Library
- MSU College of Education

In addition, Sara reported that several other adjacent CMHs have been incredible at reaching out to CEI to inquire as to how they can help either with staffing and/or resources.

COMMITTEE REPORTS

Program & Planning Committee

New Expense Contract: Arc of Bay County

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Paul Palmer that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new contract with Arc of Bay County to purchase Independent Facilitation Services at the rates below for the period of March 1, 2023 through September 30, 2023.

Service Description	Code	Modifiers	Unit	Rate
Mental health service plan development by non-physician - Independent Facilitator Telehealth	H0032	WQ/GT/TS/ Y4/HH	Encounter	\$150* Up to 2 Units of Service (or \$300) Per PCP. One unit for Pre-Planning, prior to the date of the PCP. One unit for the Person Centered Planning Meeting.
Mental health service plan development by non-physician - Independent Facilitator Face to face	H0032	WQ/TS/Y4/ HH	Encounter	\$208.95* Up to 2 Units of Service (or \$417.90) Per PCP. One unit for Pre-Planning, prior to the date of the PCP. One unit for the Person Centered Planning Meeting.

* This rate is inclusive of all activities related to the PCP process; Pre-planning, telephone calls, travel, attendance at the Person Centered Planning Meeting, documentation provided to the Case Manager, and any other follow-up meetings deemed necessary. As demonstrated, two encounters can be billed per PCP for Pre-Planning needs as well as for the PCP meeting itself and be paid accordingly. The maximum is 2 encounters per PCP.

MODIFIERS:

Modifier	Description
WQ	Independent Facilitator
TS	Monitoring Treatment Plans
Y4	SAMHSA approved EBP for Co-occurring disorders
HH	Integrated Mental Health/Substance Abuse Program
GT*	Via interactive audio and video telecommunications systems

*GT Modifier will remain applicable until Federal PHE is deemed over; in which case claims would need to be submitted in accordance with current MDHHS requirements.

MOTION CARRIED unanimously.

New Expense Contract: Purple77, Inc., - Emerald Ridge (Change in Ownership for the Home)

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Maxine Thome that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new contract with Purple77, Inc. (Myra Ruthig), in addition to the provider’s other licensed Adult Foster Care facilities as requested and approved by management to meet consumer need, to purchase specialized residential services at the rates below independent of any amount paid to the home for room and board as calculated in the consumer’s ability to pay. The contract period will have an effective date contingent upon full licensure and will continue through September 30, 2023.

Facility(ies)	
Name	Address
Emerald Ridge	7160 Phaner Highway

Fee Schedule						
Service Level	Service Description	Billing Code	Modifier	Unit	Base Rate	Rate Including DCW Premium Pay
Level II A	Community Living Supports and Personal Care in Licensed Specialized Residential Setting	H2016/T1020	C2	Per Diem	\$42.88	\$106.05
Level II AA	Community Living Supports and Personal Care in Licensed Specialized Residential Setting	H2016/T1020	C2	Per Diem	\$65.51	\$128.68
Level II AAA	Community Living Supports and Personal Care in Licensed Specialized Residential Setting	H2016/T1020	C2	Per Diem	\$88.14	\$151.31
Level II B	Community Living Supports and Personal Care in Licensed Specialized Residential Setting	H2016/T1020	C2	Per Diem	\$110.18	\$173.35
Level II BB	Community Living Supports and Personal Care in Licensed	H2016/T1020	C2	Per Diem	\$126.87	\$190.04

Specialized Residential Setting					
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MOTION CARRIED unanimously.

New Expense Contract: Therapeutic Foster Care

ACTION:

MOVED by Raul Gonzales and **SUPPORTED** by Maxine Thome that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into new contracts with the list of providers below to purchase therapeutic foster care services and pay the rates listed below for any youth placed in their home for the period of March 1, 2023 through September 30, 2023.

Providers	Service Description	Code	Unit	Rate
Cooper, Michael	Therapeutic Foster Care	S5145	Per diem	\$75.00
Cain, Mary & Gregory	Residential Room and Board	S9976	Per diem	\$20.69
Flowers, Tamara & Irving				
3.1.23-9.30.23				

MOTION CARRIED unanimously.

New Revenue Contract: Eaton County Millage - ICYOU Program

ACTION:

MOVED by Raul Gonzales and **SUPPORTED** by Dwight Washington that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to utilize Eaton Millage funding for the period of April 1-September 30, 2023 in the amount of \$ 91,968.04.

MOTION CARRIED unanimously.

2023 Mid-State Health Network Quality Assessment and Performance Improvement Program and the 2022 Annual Effectiveness and Evaluation Report 2023 CMHA-CEI Quality Improvement Program Plan and the 2022 Quality Improvement Program

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Kay Randolph-Back that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors approve the adoption of the 2023 Quality Improvement Program Plan and the 2023 Quality Assessment and Performance Improvement Program as CMHA-CEI's Quality Plans.

Additionally, the Program and Planning Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the adoption 2022 Annual Effectiveness and Evaluation Report, and the 2022 Quality Improvement Program Plan Effectiveness Report as CMHA-CEI's annual effectiveness review of the Quality Plans.

MOTION CARRIED unanimously.

Finance Committee

Expense Contracts

New Expense Contract: 2023 Vehicle Purchase

ACTION:

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to authorize CMHA-CEI to enter into new expense contract to purchase 12 new vehicles for the purchase price of \$492,529 under the State of Michigan MIDeal purchasing plan through Gorno Ford, Woodhaven, Michigan and authorize staff to complete this purchase and to initiate a loan with JPMorgan Chase Bank to finance this amount with a bank loan to be repaid over a four-year period. Terms and conditions to be provided.

MOTION CARRIED unanimously.

Expense Contract Amendment: Flatrock Manor Inc. (Community Living Supports)

ACTION:

MOVED by Joe Brehler and SUPPORTED by Maxine Thome that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into an expense contract amendment with Flatrock

Manor Inc. to purchase Community Living Supports at the additional rates below for the retroactive period of January 10, 2023 through September 30, 2023.

Service Description	Code	Modifier	Modifier	Unit	Rate	Rate Including DCW Premium Pay
Community Living Supports - 4 Consumers Served* 1:1 24 Hours Per Day	H2015	UQ	C2	15 Minute	\$10.51	\$11.78
Overnight Health and Safety Supports - 4 Consumers Served 1:1 24 Hours Per Day	T2027	UQ	C2	15 Minute	\$10.51	\$11.78

*Rate includes reasonable transportation costs associated with transporting consumers to/from appointments, outings, related to PCP goals.

MOTION CARRIED unanimously.

Expense Contract Renewal (Rate Change): Saint Mary's Health Services DBA Mercy Health Saint Mary's

ACTION:

MOVED by Joe Brehler and SUPPORTED by Kay Randolph-Back that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to renew the contract with Saint Mary's Health Services DBA Mercy Health Saint Mary's to purchase inpatient hospital services at the updated rates indicated below for the retroactive period of October 1, 2022 through September 30, 2023.

Code	Service	Unit	Rate
0901	ECT Outpatient		\$978.38
0901	ECT Inpatient		\$773.80
0100	Inpatient-Adults (all Inclusive)		\$1,129.96

MOTION CARRIED unanimously.

Expense Contract Renewal: Eagle Village, Inc.

ACTION:

MOVED by Joe Brehler and SUPPORTED by Ryan Sebolt that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into contract renewals with Eagle Village Inc to

purchase Therapeutic Overnight Camp at the rate below for the retroactive period of October 1, 2022 through September 30, 2023.

Provider	Address	Service Description	Code	Unit	Rate
Eagle Village Inc.	5044 175 th Ave Hersey, MI 49639	Therapeutic Camping Overnight	T2036 U7	Per session	Up to \$1,400.00

MOTION CARRIED unanimously.

Finance Committee

Revenue Contract Amendment: Network 180

ACTION:

MOVED by Joe Brehler and SUPPORTED by Maxine Thome that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a revenue contract amendment with Network 180 to provide Residential Substance Use Disorder Treatment services at the House of Commons and the Recovery Center for the retroactive period of January 1, 2022 through September 30, 2023 and be reimbursed per the amended fee schedule below effective January 1, 2023. Services will be billed through Network 180’s web based authorization system; NOVA.

Service Description	Billing Code	Unit	Rate
Evaluation and Management of New Patient	99203	Encounter: 30-44 Minutes	\$171.30 (no change)
Evaluation and Management of New Patient	99204	Encounter: 45-59 Minutes	\$259.95 (no change)
Sub-Acute Withdrawal Management (Sub-Acute Detoxification)	H0010	Day	\$406.50
Substance Abuse: Residential Services	H0019	Day	\$175.50
Residential Room and Board	S9976	Day	\$27.00 (no change)

MOTION CARRIED unanimously.

Community Access Committee

Next meeting scheduled for Monday, March 20, 2023 @ 5:30 p.m.

Consumer Advisory Council

CAC Board Liaison, Raul Gonzales provided the following overview from the February 2, 2023 meeting. Highlights included:

- Update on honoring Linda Matson
- Review updated section of CMHA-CEI CAC Bylaws, Article 4, Section A: Representation of Membership
- Goal Development Activity for CAC 2023
- Review Program & Planning (P&P) Draft Agenda
- MSHN Regional Consumer Advisory Council (RCAC)
- Voices Newsletter

Maxine Thome inquired as to whether Sara Lurie was aware of an upcoming community meeting being organized by the Fledge to discuss access to mental health services? Ms. Lurie advised that she and Joyce Tunnard, Director of QCSRR were aware of the meeting and planning to attend. Discussion ensued as to whether it was necessary to notify CAC members of the meeting and extend an invitation to participate.

ACTION: CEO, Sara Lurie and Joyce Tunnard, Director, QCSRR are planning to attend and will keep the board informed.

The next regularly scheduled meeting is Thursday, March 2, 2023 at 3:30 pm, and will be held via Zoom.

Unfinished Business

None.

Public Comment

None.

New Business

Motion to go into Closed Session

ACTION:

MOVED by Maxine Thome and SUPPORTED by Joe Brehler that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors go into closed session for the purposes of discussion of a union negotiated item at 7:07 p.m.

MOTION CARRIED unanimously.

Motion to come out of Closed Session

ACTION:

MOVED by Dwight Washington and SUPPORTED by Joe Brehler that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors come out of closed session for the purposes of discussion of a union negotiated item at 7:39 p.m.

MOTION CARRIED unanimously.

Adjournment

The meeting adjourned at 7:39p.m. The next meeting is scheduled for Thursday, March 16, 2023, beginning at 6:00 p.m., and will take place at 812 E. Jolly Road, Atrium.

Minutes Submitted by:

Aleshia Echols

Executive Administrative Assistant