

**BOARD OF DIRECTORS
MEETING AGENDA MINUTES**
Thursday, December 20th, 2012, 6:00 p.m.
Community Mental Health Building
812 E. Jolly Rd., Conference Rm. G11-C
Lansing, MI 48910

STAFF PRESENT:

Chuck Dougherty, Al Way, Toby Bayless, Bob Sheehan, Deb Darcy, Judy Hazle, Mary Clissold, Maureen Moloney, Pam Keyes

PUBLIC PRESENT:

No public present.

CALL TO ORDER:

The meeting was called to order at 6:05 pm by Chairperson Raul Gonzales.

ROLL CALL:

Board Members Present:

Raul Gonzales, Joe Brehler, Paul Palmer, Chris Swope, Dale Copedge, Pat St. George, Kay Randolph-Back, Sara Clark Pierson, Kay Pray, Stephen Manchester, Maxine Thome, Adam Stacey

PREVIOUS MEETING MINUTES:

ACTION: MOVED by Paul Palmer and SUPPORTED by Chris Swope to approve the meeting minutes of November 15th, 2012. MOTION CARRIED unanimously.

ADOPTION OF AGENDA:

ACTION: MOVED by Chris Swope and SUPPORTED by Pat St. George to approve the meeting agenda for December 20th as presented. MOTION CARRIED unanimously.

PUBLIC COMMENT ON AGENDA ITEMS:

No comment.

DIRECTORS REPORT:

Bob Sheehan commented there are currently 10 tables reserved for the MLK Luncheon in January. It is the largest staff turnout CMHA-CEI has ever had.

(Maxine Thome joined the meeting at 6:10 pm)

Bob Sheehan introduced Deb Darcy of the Human Resources (HR) Department. Ms. Darcy presented on the Diversity Initiative which is overseen by the HR Department.

Ms. Darcy gave the history of the initiative. She noted there has been an expansive recruitment effort. An on-line application process gives employment opportunities to a larger audience.

(Stephen Manchester joined the meeting at 6:09 pm)

Ms. Darcy reviewed the Board resolution of June, 2010. She commented that the Human Resources Department has identified barriers to staff seeking management positions. A workgroup was formed to work on long term and short term efforts. Some short term efforts have already happened including the use of essential learning, career planning, HR marketing and recruitment in more diverse areas, etc. Handout: Agency Wide Opportunities for Career Planning and Development.

The long term goal is the implementation of a management mentoring program within the next year.

Questions and comments:

Kay Randolph-Back complimented Deb Darcy on the work that has been done by the work group. Ms. Randolph-Back also complimented Ms. Darcy on her slide presentation. Ms. Randolph-Back what definition of minority is used in reporting? Ms. Darcy stated it is defined as non-Caucasian.

Sara Clark Pierson appreciates the efforts being made. Pat St. George stated the average age of CMHA-CEI managers is nearing retirement. He further commented he believes the Board has always done best with internal hiring.

Other Board members congratulated Deb Darcy, HR staff, the DAC Committee, and the workgroup for their efforts working on a diversified workforce.

Bob Sheehan and Raul Gonzales presented Dale Copedge with a plaque and thanked him for his years of service on the Board.

Paul Palmer thanked the Board of Directors for nominating him for the Partners in Excellence Award which he received on October 16, 2012. Mr. Palmer shared a short video clip of his acceptance speech.

Bob Sheehan continued with his Executive Director report referring to the “Health Care Innovation and Integration: Shaping and Responding to the Changing Health Care Environment” document.

Other points Mr. Sheehan made:

- CMH sponsored a highly popular clothing event**
- CMH staff received a leadership award**
- CMH has refined a powerful tool for ensuring health care coverage for consumers**
- Customer services training has been well received**
- Over 1, 500 attended the CMH Zoo Day Event**
- Regional PIHP formation continues –our region referred to as “MidState Region 5”**

- development of a model where the PIHP has limited power
- polarity management
- still be MCO's, more than 1 MCO in our own region
- enhance Prepaid Inpatient Health Plans
- waiting for guidance by DCH to negotiate with members of the new region

Joe Brehler commented there is a threat in the document to be centralized. Discussion ensued.

Bob Sheehan commented that Roselyn Parmenter, a consultant from Dykema, leans toward the regional entity model with CMHSPs only on the Board.

Raul Gonzales stated he attended the last meeting of the PIHPs and he stated they what they were asking is what CMHA-CEI already does –the Person Centered Plan.

Adam Stacey joined the meeting at 7:28 pm.

Bob Sheehan commented that there has been a decrease in children and persons with substance use disorder accessing services with CMHA-CEI.

COMMITTEE REPORTS:

Program and Planning

New Expense Contract: Betel's AFC- 4716 Omar Dr., Lansing (CMHA-CEI)

ACTION: MOVED by Pat St. George and SUPPORTED by Paul Palmer that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors, authorize CMHA-CEI to enter into a new contract with Dereje and Tesema Tiruwork to purchase specialized residential services from Betel's AFC for the period of December 1, 2012 through December 31, 2014 and pay a daily rate of \$45.82, \$64.96 or \$86.10.

It was noted that one consumer at a time is served at this 6 bed AFC.

MOTION CARRIED unanimously.

Stephen Manchester dismissed himself from the meeting at 7:30 am.

Finance

ACTION: MOVED by Joe Brehler and SUPPORTED by Chris Swope that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize the following expense contracts:

Revenue Contract Renewal: Michigan State University, RAISE Project (CMHA-CEI)
Michigan State University to provide NIMH RAISE NAVIGATE services and NIMH RAISE Pre-Study services for a minimum of 18 project participants in the Adult Mental Health Services Case Management unit to Michigan State University, East Lansing, MI, Ingham county for the period of March 1, 2010 – September 20, 2012 and

receive a maximum of \$254,973 for those services; and authorize staff to continue to provide these services through September 30, 2013 while a contract renewal is negotiated;

Expense Contract Renewals: Children’s Waiver/Community Living Support Providers(CMHA-CEI)

Renew contracts with: Alternative Choices, LAP respite home, Life Therapeutic Solutions, MSU Community School of Music, Moore Living Center, Natural Freedom, Optimal Medical Staffing, Right at Home Staffing, Trusting Heart and ZHC-Care Minders Home Care for the period of January 1, 2013 – December 31, 2015 and pay the rates according to the schedule below:

Rate Schedule		
Service	Standard Rate	Holiday Rate
Children’s Waiver CLS	\$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.
Children’s Waiver –Music Therapy	Individual Therapy \$67.09/hour Group Therapy: \$35.29/child/session	NA
CLS-Hab. Waiver /B3	14,12,or 16.12*	\$21.18 or \$24.18
Family Training	\$63.91/session	NA
LAP Respite Home	Adults: \$264/day \$317.72/day* Children:\$344.48/day or \$308.88/day*	NA
Treatment Planning	\$65/session	
Non Family Training	\$62.61/session	NA

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

Expense Contract Renewals: Carson City Hospital and Samaritan Behavioral Center (CMHA-CEI)

Renew the contracts with Carson City Hospital and Samaritan Behavioral Center to purchase inpatient services from the hospitals for the period of January 2013 through December 2013 and pay an all-inclusive per diem of \$720 to Carson City Hospital and \$680 to Samaritan Behavioral Center for those services;

Expense Contract Renewals: Residential Type A Contracts (CMHA-CEI)

Renew the contracts with Adriana Sanchez, Anna Massambaji, Betty Burlew, Brenda Jackson, Carolyn and Raymond Smith, Delores Coleman, Dena Boone, Eve Smith, Fidelia Okwereogu, Jonathon Wilson, Karen VanAndel, Laurie Brussel, Patti Holland, Sherry Dexter, Stella Agonor, Theresa Biron, Tim Pickott, Timi Klatt, Wa Yasak Ezabele, and Kambly Living Center to purchase residential services for the period of January 1, 2013 through December 31, 2015 and pay per diem rates of \$19.14 (Level I), \$38.28 (Level II) and \$57.42 (Level III) for 2013;

Expense Contract Renewals: Specialized Residential Type A Contracts (CMHA-CEI)

And renew the contracts to purchase residential services from HomeLife, Beacon Specialized Living, Cornerstone, Chosen Vision and Moore Group Homes at the per diem rates for the period of January 1, 2013 through December 31, 2015.

MOTION CARRIED unanimously.

New Lease Expense: 5656 S. Cedar St. Lansing, MI (CMHA-CEI)

ACTION: MOVED by Joe Brehler and SUPPORTED by Sara Clark Pierson that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to lease the property at 5656 South Cedar Street in the City of Lansing, Ingham County, Michigan, from Cedar IV LLC., 42690 Woodward, Suite 150, Bloomfield Hills, Michigan 48304 for the period of January 7, 2013 through May 31, 2018 and pay as follows: January 7, 2013 through May 31, 2013, the sum of Zero dollars; June 1, 2013 thru May 31, 2016 Seventy Four Thousand Four Hundred dollars (\$74,400.00) --per annum and payable in installments of Six Thousand Two Hundred dollars (\$6200.00) --per month; June 1, 2016 thru May 31, 2018 Seventy Six Thousand Two Hundred Sixty dollars (\$76,260.00) --per annum and payable in installments of Six Thousand Three Hundred Fifty Five dollars (\$6355.00) --per month.

MOTION CARRIED unanimously.

Cash Match Renewal: Michigan Department of Energy and Labor & Economic Growth, Michigan Rehabilitation Services (CMHA-CEI)

ACTION: MOVED by Joe Brehler and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to renew the cash match agreement with the Michigan Department of Energy and Labor & Economic Growth, Michigan Rehabilitation Services in the amount of \$72,823 for the period October 1, 2012 through September 30, 2013. This agreement will produce \$269,715 of Supported Employment services for CMHA-CEI consumers.

MOTION CARRIED unanimously.

Expense Contract: Michigan Rehabilitation Services (CMHACEI-CA)

ACTION: MOVED by Joe Brehler and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties, in its role as Board of Directors of the Substance Abuse Coordinating Agency (CA), authorize CMHA-CEI-CA to enter into a contract with Michigan Rehabilitation Services to purchase coordinated services to individuals referred through CMHA-CEI-CA associated partner agencies and customers of MRS with a primary or secondary disability of substance abuse within the three county service delivery area (Clinton, Eaton, and Ingham counties) for the period of October 1, 2012 through September 30, 2013 and pay a total of \$25,571 for those services/goods.

MOTION CARRIED unanimously.

Expense Contract: TBD Solutions LLC (CMHA-CEI)

ACTION: MOVED by Joe Brehler and SUPPORTED by Sara Clark Pierson that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into new contract with TBD Solutions LLC to purchase consultation services from TBD Solutions LLC – to write, edit, and prepare for submission, the Application for Participation (AFP) - on behalf of the twelve Community Mental Health Services Programs (CMHSP) in the Midstate region for the period of November 12, 2012 through March 15, 2013 and pay an estimated amount of \$49,700, with adjustments to this estimate made as per the agreement that CMHA-CEI holds with TBD Solutions LLC.

MOTION CARRIED unanimously.

Revenue Contracts: Midstate Region CMHSPs (CMHA-CEI)

ACTION: MOVED by Joe Brehler and SUPPORTED by Chris Swope that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into agreements with the CMHs which make up the Midstate region, under which CMHA-CEI will receive from each of these CMHs, each CMH's share of the AFP consultation costs. These costs, and thus the payment to CMHA-CEI, is estimated to be \$4,141, with adjustments to this estimate made as per the agreement that CMHA-CEI holds with TBD Solutions LLC.

The CMHs with which CMHA-CEI will make these agreements include: Bay-Arenac Behavioral Health, Huron County Community Mental Health Authority, Montcalm County Community Mental Health Authority, Newaygo County Community Mental Health Authority, Community Mental Health for Central Michigan, Gratiot County Community Mental Health Authority, Lifeways Community Mental Health Authority, Ionia County Community Mental Health Authority, Saginaw County Community Mental Health Authority, Shiawassee County Community Mental Health Authority, and Tuscola County Community Mental Health Authority.

MOTION CARRIED unanimously.

Human Resources

Fourth Quarter Grievance Report (CMHA-CEI)

ACTION: MOVED by Dale Copedge and SUPPORTED by Paul Palmer that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the Fourth Quarter Grievance Report from the period of July 1, 2012 through September 30, 2012.

MOTION CARRIED unanimously.

Fourth Quarter Diversity Initiative/EEO Report (CMHA-CEI)

ACTION: MOVED by Dale Copedge and SUPPORTED by Chris Swope that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the Fourth Quarter Diversity Initiative/EEO Report from the period of July 1, 2012 through September 30, 2012.

MOTION CARRIED unanimously.

Expense Policy Renewal: Worker's Compensation and Employers Liability Insurance Policy(CMHA-CEI)

ACTION: MOVED by Dale Copedge and SUPPORTED by Sara Clark Pierson that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties enter into a policy renewal with the Accident Fund National Insurance Company, Lansing, Michigan, for the period of January 1, 2013 through December 31, 2013 providing Worker's Compensation and Employers Liability Insurance to CMHA-CEI.

MOTION CARRIED unanimously.

Recipient Rights

Recipient Rights Quarterly Report: July 1, 2012 – September 30, 2012 (CMHA-CEI)

ACTION: MOVED by Adam Stacey and SUPPORTED by Sara Clark Pierson that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors accept the Recipient Rights Quarterly Report for the period of July 1, 2012 through September 30, 2012.

MOTION CARRIED unanimously.

Desired Outcomes for the Recipient Rights Office and Recommendations To the CMHSP Board (CMHA-CEI)

ACTION: MOVED by Adam Stacey and SUPPORTED by Paul Palmer that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the FY 2013 "Desired Outcomes for the Recipient Rights Office" and the FY 2013 "Recommendations to the CMHSP Board" as suggested by the Recipient Rights Committee. These recommendations will be submitted as part of the CEI-CMHA Recipient Rights Annual Report to MDCH, Office of Recipient Rights.

MOTION CARRIED unanimously.

Executive Committee

No report.

OLD BUSINESS:

No report.

NEW BUSINESS:

Adam Stacey announced his term will not be renewed. He stated he appreciates the knowledge that he has gained by his service on the Board.

Raul Gonzales called for a moment of silence for those killed recently in Connecticut. Al Way commented that his staff member was interviewed by media addressing children and mental health as well as gaps in mental health. Other comments were made on diagnosis and actions.

PUBLIC COMMENT:

No comment.

ADJOURNMENT:

The meeting was adjourned at 8:00 pm. The next regularly scheduled meeting of the Board of Directors is scheduled for Thursday, January 17, 2013 at 6:00 pm, location to be the Community Mental Health Building, 812 E. Jolly Rd, Lansing.

Minutes respectfully submitted by:

Judy Hazle
Executive Secretary