

**BOARD OF DIRECTORS
MEETING MINUTES**

Thursday, September 22nd, 2011, 6:00 p.m.
Delta Township Hall, 7710 West Saginaw Hwy, Lansing

Board Members Present:

Chris Swope, Joe Brehler, Raul Gonzales, Sara Clark Pierson, Dale Copedge, Kay Pray, Robert Showers, Kay Randolph Back

Board Members Absent:

Paul Palmer (notified staff of absence), Pat St. George (notified staff of absence), Stephen Manchester (notified staff of absence), Maxine Thome

Staff Present:

Chris McDaniel, Al Way, Mary Clissold, David Picone, Maureen Moloney, Kim Zimmerman, Liz Holcomb, Chuck Dougherty, Bob Sheehan, Judy Hazle, Tiffiiany Leischner, Sharon Blizzard

Public Present:

Judy Cerano
Other stakeholders

CALL TO ORDER:

The meeting was called to order at 6:15 pm by Sara Clark Pierson.

PREVIOUS MEETING MINUTES:

MOVED by Chris Swope and **SUPPORTED** by Robert Showers to approve the meeting minutes of August 18, 2011. **MOTION CARRIED** unanimously.

ADOPTION OF AGENDA:

MOVED by Kay Pray and **SUPPORTED** by Joe Brehler to adopt the meeting agenda. **MOTION CARRIED** unanimously.

PUBLIC COMMENT ON AGENDA ITEMS:

Tiffiiany Leischner introduced herself as the Impact Lead Family Contact at CMHA-CEI and also works with Association of Children's Mental Health. Tiffiiany stated she is moving and wanted to thank CMHA-CEI for the opportunity given her to work with families, and the help and support of staff with her daughter. Ms. Leischner recognized Bob Sheehan for his encouragement during her difficult time, Al Way for his support and kind words to her daughter and his special humor to make a person smile when things are not so good, and Malisa Pearson/Matt Wojack for support in good times and bad. Ms. Leischner closed commenting there are leaders at the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties who have a lot of experience along with hearts of compassion, a steady balance of structure, resources, and knowledge.

DIRECTORS REPORT:

Kay Randolph Back distributed information on the "Choosing Health!" public rally scheduled for October 18th. Ms. Back noted that the agenda includes various speakers, food sampling, and other helpful information to encourage physical activity, encourage the development of healthy eating habits, substance use prevention, and the promotion of mental health. Community leaders are

invited to a breakfast meeting to be held on September 28th at the Hannah Community Center, East Lansing.

Bob Sheehan reviewed his written Executive Directors Report of September 2011 with the Board. Mr. Sheehan highlighted several areas which included:

- CMHA-CEI to revise website
- Upcoming Coordination of Care Dinner/Seminar scheduled for September 28th
- Review by national site review team –HSAG noted that CMHA-CEI has a strong performance measurement system, with exceptional strengths in its ability to ensure data integrity
- CMHA-CEI dinner/seminar on “Relapse Awareness & Reduction Strategies” as part of the community education series offered on the academic year –October 27, 6:00 to 7:30 pm at the Community Mental Health, 812 E Jolly Rd, Lansing
- System of Care Conference at the Lansing Center on October 12th and 13th
- Governor Snyder’s Health and Wellness Message
- A call for stakeholder input the State’s Dual Enrollee Demonstration Project

Mr. Sheehan commented that the State is pushing toward integration of physical and behavioral health care with the goal of improving system of care and reducing costs. There is a Request for Input (RFI) that the State is offering and CMHA-CEI has planned staff and stakeholder meetings to gather input on the State’s questions regarding dual enrollees.

Mr. Sheehan commented that the Governor is calling to rethink allowing Blue Cross Blue Shield to enter markets they could not enter before, including the ability to bid on the Medicaid market.

Board members asked if CMHA-CEI and Blue Cross Blue Shield have a relationship? Bob Sheehan commented he has several market areas (currently 8) being targeted with the purpose of securing partnerships in order that services be purchased from CMHA-CEI.

Bob Sheehan introduced Liz Holcomb, CMHA-CEI Director of Quality Customer Service, Utilization Management and Recipient Rights. Ms. Holcomb gave an update on the changeover from the current pharmacy (CPS) to St. John Providence. She noted it is evident that this company wishes to serve others. The pharmacists have already begun to start working with CMHA-CEI. St. John Providence hired staff, obtained their pharmacy license, gathered information on CMHA-CEI consumers, and are stocked with the medications needed. The current pharmacy decided to leave earlier than originally agreed upon. A temporary pharmacy has been placed in the former methadone clinic at CMHA-CEI. A grand opening of the St. John Providence Pharmacy at the Community Mental Health Building - Jolly Rd is scheduled for October 10th, 2011. Ms. Holcomb commented that staff are excited about the “web connect” product St. John Providence uses which allows them to go into the pharmacy computer and check all the prescriptions a client is on along with details.

Sara Clark Pierson cautioned staff and suggested they follow up and make sure there is not a breach of contract with the terminating pharmacy.

Kay Randolph Back dismissed herself from the meeting at 7:09 pm.

COMMITTEE REPORTS:

Program and Planning

MOVED by Raul Gonzales and SUPPORTED by Robert Showers that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI

to enter into a new contract with Audie Pickott to purchase Adult Foster Care Services for mentally ill adults from Willow Wood Manor (Lansing) for the period of August 22, 2011 through December 31, 2013 and pay \$16,333.75 per year or \$44.75 per day, per client, less the consumer's SSI ability to pay for those services. MOTION CARRIED unanimously.

MOVED by Raul Gonzales and **SUPPORTED** by Chris Swope that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into a contract with Community Living Network, 1851 Washtenaw Ave., Ypsilanti, to purchase Fiscal Intermediary services for the period of January 1, 2012 through December 31, 2014 according to the following fee schedule:

Enrollment Fee*	\$175 onetime fee
FI services for Consumers with 1-2 employees	\$105/month
FI services for Consumers with 3-4 employees	\$120/month
FI services for Consumers with 5-6 employees	\$135/month
FI services for Consumers with 7 or more employees	\$150/month
FI services for Consumers who have no payroll	\$ 90/month

(i.e. consumers who have terminated Self Determination arrangements but are obligated to continue quarterly and year end reporting through the calendar year, to the IRS and employees).

*This fee will be waived for existing consumers transferring to CLN.

MOTION CARRIED unanimously.

Finance

MOVED by Joe Brehler and **SUPPORTED** by Robert Showers that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to lease suite 208 located at 812 East Jolly Road, Lansing, Michigan 48910 directly to Affiliated Health Services, Inc d.b.a. Saint John Providence Health System, 43750 Garfield, Suite 100, Clinton Township, Michigan 48038 for the period October 1, 2011 through September 30, 2016 and CMHA-CEI receive as revenue \$1410.00 per month for a total of \$84,600 during the first 60 month/five year period, and the five year renewal option if agreeable by both parties for the period of October 1, 2016 through September 30, 2021 for CMHA-CEI to receive as revenue the sum of \$1500.00 per month for a total of \$90,000 during the second 60 month/five year renewal period. MOTION CARRIED unanimously.

MOVED by Joe Brehler and **SUPPORTED** by Dale Copedge that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize the following revenue contract renewals based on the fact there are no significant changes, and the contracts are in line with agency responsibilities:

Contract renewal with Capital Area Community Services (CACS) to provide .5 FTE classroom consultation and therapeutic interventions for children and their families through CACS EHS for the period of August 1, 2011 through July 31, 2012 and receive \$44,428.00 for those services;

Contract renewal with Central Wellness to provide Tele-Psychiatry services for the period of October 1, 2011 to September 30, 2012 and receive \$180.00 per hour for those services;

Contract renewal with the City of Lansing, Human Relations and Community Services Department, to provide services for the period of July 1, 2011 through June 30, 2012 and receive \$25-26,000 for those services;

Contract renewal with Michigan Department of Community Health to provide Peer Support Specialist services for the newly developed Crisis Recovery Team for the period of 10/01/11-09/30/12 and receive \$52,254 for these services;

Contract renewal with the 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, 2011 through September 30, 2012, and receive \$32,785 for this time frame;

Contract renewal with 56th District Court, Eaton County (Sobriety Court) to develop and implement assessment, treatment and referral services for the period of 10/1/11 to 9/30/12 and receive up to \$17,000 for these services;

Contract renewal with Lansing Housing Commission to provide supportive mental health services to the Lansing Housing Commission for the period of October 1, 2011 to September 30, 2012 and receive up to a total annual amount of \$38,541 for those services;

Contract renewal 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, 2011 through September 30, 2012 and receive \$101,523 for those services;

Contract renewal with Professional Consulting Services to provide a full array of adult mental health services for the period of October 1, 2011 to September 30, 2012 and receive reimbursement for services, per the DOC schedule of fees for those services;

Contract renewal with the U.S. District Court, Western District of Michigan to provide sub acute detoxification services for the period of October 1, 2011 through October 30, 2012 and receive \$200/day/person for those services;

Contract renewal with Ingham County Office of Community Corrections to provide treatment in addiction services for the period of October 1, 2011 through September 30, 2012 and receive \$47,200 for those services;

Contract renewal with the Office of Community Corrections, Ingham County to provide enhanced services to a select population at the House of Commons for the period of October 1, 2011 through September 30, 2012, and receive \$46,347 for the fiscal year of 2012;

AND

Contract renewal with Michigan Prisoner Re-Entry Initiative through Capitol Area Michigan Works! to provide Cognitive Behavioral Therapy for parolee's associated with the MPRI program in Ingham County. Intake; group counseling; discharge planning; interaction with Parole and with CAMW! MPRI Coordinator will be the major efforts of this program and receive \$104,280 for the period of October 1, 2011 through September 30, 2012 for those services.

No items moved off by the Board for discussion. MOTION CARRIED unanimously.

MOVED by Joe Brehler and SUPPORTED by Dale Copedge that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize the

following expense contract renewals based on the fact there are no significant changes, and the contracts are in line with what the agency has paid in the past:

Contract renewal with Havenwyck Hospital to purchase inpatient services from the hospital for children and adults for the period of October 1, 2011 through September 30, 2013 and pay an all-inclusive per diem of \$572.00 for those services in the first fiscal year and \$595.00 in the second fiscal year;

Contract renewals with the following listed providers, at the rates indicated, for the contract period of October 1, 2011 – September 30, 2014:

Agency Name	Standard Rate of Pay
Agape Total Health Care Systems P.C.	\$13.92 \$15.88
ASPPIRE	\$175-\$225 for 16 90 minute sessions
Sierra Rose Farms	\$300 / 6 sessions
Robert Steinkamp	\$148.20
Carrie Many	\$25/session
Mary Talrico	Rate set by Children's Waiver Screen
Carol Ducat	\$125 assessment \$100 per session.
Hope Network	\$12.40/hr. for skill building. \$15.80/CLS life skill training \$60/hr. for Vocational Services 27.91/trip for transportation

Contract renewal with Case Management of Michigan to purchase case management related services from Case Management of Michigan for the period of October 1, 2011 and ending September 30, 2012 and pay \$476 per month/per consumer for those services;

Contract renewal with the 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, 2011 to September 30, 2012 and pay an annual amount not to exceed \$25,100 for those services;

Contract renewal with JIMHO to purchase services from Justice in Mental Health Organization (JIMHO) for the period of October 1, 2011 through September 30, 2012 and pay \$285,354 for those services;

Contract renewal with Kenneth L. O'Deen to purchase guardianship services for the period of October 1, 2011 through September 30, 2012 and pay \$65.69 per month/per consumer for those services / goods;

Contract renewal with Mid Michigan Guardianship Services to purchase guardianship services for the period of October 1, 2011 through September 30, 2012 and pay \$65.69 per month/per consumer for those services / goods;

Contract renewal with Senior Companion-RSVP to purchase Senior Companion services from Senior Companion Program-RSVP for the period of October 1, 2011 to September 30, 2012 and pay \$11,000 for those services / goods;

Contract renewal with the Michigan Department of Human Services to purchase Medicaid Eligibility Specialist services for the period of October 1, 2011 through September 30, 2012, and pay \$20,098.56 for those services;

AND

Contract renewal with Michigan Department of Human Services to purchase Medicaid Eligibility Specialist services for the period of October 1, 2011 through September 30, 2012, and pay \$49,746.41 for those services.

The Board declined opportunity to move items off for discussion. MOTION CARRIED unanimously.

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to renew the revenue contract and enter into an expense contract to transfer funds to Ionia County CMH for Supported Employment services for the period of 10/01/2011-09/30/2012 for the amount of \$70,000. MOTION CARRIED unanimously.

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 adopt the certified resolutions regarding JP Morgan Chase Bank borrowing, reimbursement and tax qualifications for the purchase of 17 vehicles from Gorno Ford in the amount of \$475,000. MOTION CARRIED unanimously.

MOVED by Joe Brehler and SUPPORTED by Robert Showers that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into a new contract with Mikki Droste to purchase housing consultation services from Mikki Droste and her colleagues for the period of October 1, 2011 through September 30, 2012 and pay up to \$30,000 for those services.

Chris Swope commented that he had some concerns including that fact that the properties would be tax exempt, however he would vote yes. MOTION CARRIED unanimously.

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to financially support, with the use of Medicaid, State General Fund and Local revenues, the 1.5 % wage increase for the CMH staff employed in CMH's Substance Abuse Disorder Program as of October 1, 2011 for an annual cost of \$14,772. MOTION CARRIED unanimously.

MOVED by Joe Brehler and SUPPORTED by Kay Pray that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the Fiscal Year 2011 4th Quarter Budget Amendments. MOTION CARRIED unanimously.

MOVED by Joe Brehler 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 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 Board of Clinton, Eaton, Ingham Counties receiving the budgeted revenues. MOTION CARRIED unanimously.

Human Resources

MOVED by Dale Copedge and SUPPORTED by Robert Showers that in the ongoing pursuit of the agency's diverse workforce goal, and in a continuation of its longstanding efforts relative to the promotion of diversity and cultural competence work, the Human Resources Department is charged with creating workgroups to develop processes and procedures to implement to implement the DAC's initiative to address internal and external hiring barriers and implement solutions and methods for change, recognizing that this initiative is only one component of CMH's broader diversity and cultural competence effort. MOTION CARRIED unanimously.

MOVED by Dale Copedge and SUPPORTED by Robert Showers that the Board of Directors accept the Third Quarter Grievance Report period from April 1, 2011 through June 30, 2011. MOTION CARRIED unanimously.

MOVED by Dale Copedge and SUPPORTED by Raul Gonzales that the Board of Directors accept the Third Quarter Diversity Initiative/EEO Report period from April 1, 2011 through June 30,, 2011. MOTION CARRIED unanimously.

Recipient Rights

Chris Swope commented that the Recipient Rights Committee has moved to a quarterly meeting with the next meetings scheduled for December, March and June.

Executive Committee

No report.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

PUBLIC COMMENT:

None.

ADJOURNMENT:

The meeting was adjourned at 7:43 pm. The next regularly scheduled meeting of the Board of Directors is Thursday, October 20th, 2011, 6:00 pm at the Community Mental Health building, 812 E. Jolly Rd., Lansing.

Minutes submitted by:

Judy Hazle
Executive Secretary