



PROGRAM AND PLANNING COMMITTEE

Meeting Minutes

Monday, January 8th, 2024

5:30 p.m.

812 E. Jolly Rd, Atrium

Lansing, MI 48910

Join Zoom Meeting

<https://zoom.us/j/94026869514>

Meeting ID: 940 2686 9514

Committee Members Present:

Raul Gonzales

Tim Hanna

Dianne Holman

Joe Brehler

Paul Palmer via Zoom – South Lansing, MI

Committee Members Excused:

Al Platt

Staff Present

Darby Vermeulen, Sara Lurie, Dr. Jennifer Stanley, Jana Baylis, Shana Badgley

Other Board Members Present:

Dwight Washington

Public Present:

None

Others Present

None

Call to Order:

The meeting was called to order by Chairperson Raul Gonzales at 5:31 p.m.

Previous Meeting Minutes:

MOVED by Tim Hanna and SUPPORTED by Joe Brehler to approve the Program and Planning Committee meeting minutes of December 11th, 2023.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Dianne Holman and SUPPORTED by Tim Hanna to adopt the agenda of January 8th, 2024 with the addition of a discussion regarding the status of the CAC Board Dialogue meetings under Unfinished Business.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None

BUSINESS ITEMS:

New Expense Contract: Guardianship Services

Shana Badgley presented this contract with a new guardian. This is a former CEI employee who started a business for guardianship services. Dianne asked if there is a limit for how many persons can be served under a certain provider? Shana said she believes there is a limit but she isn't sure of the exact number. Discussion ensued about recent legislation regarding changes to guardianship that are currently sitting with the legislature. Sara will try to include some of this information in her CEO report to the Board next week.

ACTION:

MOVED by Joe Brehler and SUPPORTED by Tim Hanna that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract with Janet McDuffey to purchase guardianship services for the retroactive period of December 1, 2023 to September 30, 2024, and pay the amounts below for those services.

Services as approved by Program Liaison	Amount per month per consumer
Guardianship Services without Payee Services	\$70.00
Guardianship Services with Payee Services	\$75.00

MOTION CARRIED unanimously.

Unfinished Business

a. Strategic Planning Update

Sara said the final draft of the Strategic Plan is in the home stretch. There are a couple of areas she wanted input on prior to the February Board meeting. She would like to get the draft out and gather feedback in hopes of presenting the finished product to the Board next month. Sara said the format is similar to our previous strategic plan, beginning with the history and background of CMHA-CEI. The document then highlights notable achievements of CEI over the last five years with the previous strategic plan. Tim wondered if CEI’s achievement of continuing services through the pandemic might be a good highlight. Sara said there was a brief mention in the lead up but perhaps it should be its own bullet point as well. Joe would like the mention of the CSU to have additional details added to its bullet point as we have been working on this for a long time. Sara said she would beef this portion up. Dianne noted she would like some mention of the transition to HCBS and away from the day programs. Sara noted that the work being done to get feedback from folks this change effected was interrupted by the pandemic. She will see if there is an appropriate spot to integrate information about where that population ended up and how the transition went.

Sara then reviewed an overview of “issues, opportunities, and legislation likely to impact the operation and delivery of community mental health services”.

Raul asked who will be seeing our strategic plan? Sara said we make our elected officials aware and then it lives on our website. We also have the annual report that is disseminated much further.

Sara then reviewed the part of the plan that lays out goals and objectives. She said she will try to address the feedback provided today within the strategic plan. She is hoping the final version will be presented to this committee in February, but there is always more room for improvement if it isn't quite ready at that point.

Joe noted that another challenge is the difficulty for consumers to figure out where to go and what is available to them. This could be included in the discussion of CCBHC; this is more of a problem to the system rather than solely within CEI.

b. CAC Dialogue Update

Raul said there is excitement within the CAC regarding recruiting. He said the group is hard at work coming up with new ideas to bring to the Board. Raul noted the new member to the CEI Board is Jason White.

Sara said with Jason coming to the Board, that is one less member of the CAC. There are only five members right now and they need a minimum of nine, according to their bylaws. Sara told CAC that the Executive Committee would be reviewing the Board bylaws in March, and the CAC might have some changed bylaws to move forward with in April.

New Business

Paul noted he has a class on Mondays now and may be signing on late to Program and Planning meetings for the next few months.

Public Comment:

None

The meeting was adjourned at 6:38 p.m. The next regularly scheduled Program and Planning Committee meeting is Monday, February 12th, 2024 at 5:30pm, 812 E. Jolly Rd, Atrium.

Minutes Submitted by:

Darby Vermeulen
Finance Administrative Assistant