



FINANCE COMMITTEE
Meeting Minutes
Wednesday, March 13, 2013
5:30 p.m.
812 E. Jolly Rd., Conference Rm. G11-C
Lansing, MI 48910

Committee Members Present: Joe Brehler, Sara Clark-Pierson, Stephen Manchester, Kay Randolph-Back, Pat St. George, Chris Swope

Committee Members Absent: Deb DeLeon (*Notified staff of absence*)

Other Board Members Present: Raul Gonzales

Staff Present: Toby Bayless, Mary Clissold, Chuck Dougherty, Katy Hammack, Andrew Hewat, Liz Holcomb, Pam Keyes, Maureen Moloney, John Peiffer, Robert Sheehan, Al Way, Kim Zimmerman

Public Present:

None.

Call to Order:

The meeting was called to order by Chairperson Joseph Brehler at 5:31 p.m.

Previous Meeting Minutes:

ACTION:

MOVED by Kay Randolph-Back and **SUPPORTED** by Raul Gonzales to approve the meeting minutes of February 13, 2012. **MOTION CARRIED** unanimously.

Adoption of Agenda:

ACTION:

MOVED by Pat St. George and **SUPPORTED** by Raul Gonzales to adopt the amended agenda with item #11 becoming an action item. **MOTION CARRIED** unanimously.

Stephen Manchester joined the meeting at 5:33 p.m.

BUSINESS ITEMS:

Contract Renewal: Barry Eaton District Health Department Primary and Behavioral Healthcare Co-Location Project (CMHA-CEI)

Maureen Moloney presented a contract renewal which would allow CMHA-CEI to continue to provide behavioral health care services for adults with mild to moderate mental health issues to the Barry Eaton District Health Department. This service is provided as a project intended to assess the needs of this population, demonstrate the capacity of CMHA as a provider of integrated behavioral and health care services, and allow the Barry Eaton District Health Department to fulfill the requirements necessary for application and designation as a Federally Qualified Health Center.

ACTION:

MOVED by Pat St. George and **SUPPORTED** by Stephen Manchester that the Finance Committee recommends that the Board of Directors of Community Mental Health

Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to renew the agreement with the Barry Eaton District Health Department to provide behavioral health services to the Barry Eaton District Health Department for the period of April 1, 2013 to March 31, 2014 at an expense of \$78,214 for those services.

MOTION CARRIED unanimously.

New Lease Expense Contract: Autism Center Space in Okemos, MI (CMHA-CEI)

John Peiffer presented a new lease expense contract with the Okemos School District to allow CMHA-CEI to lease space for the Autism Center under the CSDD Program. This lease contract will lease the property at 5150 WardCliff, Okemos, MI 48864. This is an old elementary school that has been sitting vacant for quite some time. Mr. Peiffer is asking for permission to proceed with negotiations at this time.

Sara Clark-Pierson joined the meeting at 5:39 p.m.

Chris Swope joined the meeting at 5:41 p.m.

ACTION:

MOVED by Stephen Manchester and **SUPPORTED** by Pat St. George that the Finance Committee recommends that the Board of Directors authorize CMHA-CEI to lease from the Okemos School District the property at 5150 WardCliff, Okemos, MI, commonly known as WardCliff Elementary School for the period of May 1, 2013 through April 30, 2018 as follows:

CMHA-CEI shall pay to the Lessor (Okemos School District) for the premises during the following lease period: May 1, 2013 thru April 30, 2018 Seventy Thousand dollars (\$70,000.00) per annum payable in instalments of Five Thousand Eight Hundred Thirty Three dollars and Thirty Three Cents (\$5,833.33) – per month for up to 17,000 square feet.

MOTION CARRIED unanimously.

Expense Contract Renewal: BDO USA, LLP – Fiscal Year 2013 Financial and Compliance Audits (CMHA-CEI)

Pam Keyes presented a contract renewal with BDO USA, LLP to continue to perform agency financial and compliance audits for the Fiscal Year 2013. The financial and compliance audits will include CMHA-CEI Coordinating Agency activity for the first time in 2013. With the movement to a region of twenty one counties, the discontinuation of CMHA-CEI as the PIHP, and the uncertainty of which CMHA-CEI in the new region will coordinate the compliance audits for the region, staff believe it would be best to continue with the current firm. The committee agreed.

ACTION:

MOVED by Sara Clark-Pierson and **SUPPORTED** by Stephen Manchester that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into a contract with BDO USA, LLP to provide CMHA-CEI compliance examination and financial audit services for the period of Fiscal Year 2013 and pay \$69,300.

MOTION CARRIED unanimously.

New Expense Contract: Red Cedar Clinic (CMHA-CA)

Toby Bayless presented a new contract with the Red Cedar Clinic to purchase Methadone dosing and Outpatient Substance Use Disorder (SUD) treatment services for Medicaid Recipients. There are three current recipients of services that have been successful in this clinic and that have since started receiving Medicaid requesting to stay at this clinic.

ACTION:

MOVED by Chris Swope and **SUPPORTED** by Kay Randolph-Back that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties, in its governing role as the Board of Directors of the Substance Abuse Coordinating Agency (CA), authorize CMHA-CEI to enter into a new contract with the Red Cedar Clinic to purchase Methadone dosing, drug testing, and SUD Outpatient treatment for the period of March 1, 2013 to September 30, 2013 and pay the following established fixed-unit rates for those services:

Initial Assessment	\$115
Individual Therapy: Behavioral Health(15 min)	\$ 20
Individual Therapy: Brief Intervention (15 min)	\$ 20
Individual Therapy(30 min)	\$ 40
Individual Therapy(60 min)	\$ 80
Individual Therapy(45 min)	\$ 60
Group Therapy(45 min)	\$ 35
Psychoeducational Services(15 min)	\$ 5
Group Therapy(60 min-request 2 units-2 hours)	\$ 25
Group Therapy(60 min)	\$ 25
Methadone daily dosing	\$ 5
Laboratory analysis for drug testing (maximum testing reimbursed per week-3x)	\$ 10

MOTION CARRIED unanimously.

Expense Contract Renewals: Medicaid Subcontracting Agreements between CMHA-PIHP and CMHAMM Affiliates (CMHAMM)

Toby Bayless presented expense contract renewals to continue to purchase Medicaid Behavioral Health services from Centra-Wellness, Ionia County CMHA, Gratiot County CMHA, and Newaygo County CMH for purposes of serving Medicaid enrollees residing within 5 counties of the Community Mental Health Affiliation of Mid Michigan (CMHAMM) PIHP region.

ACTION:

MOVED by Pat St. George and **SUPPORTED** by Stephen Manchester that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties, in its governing role as the Board of Directors of the PIHP, authorize CMHA-CEI to enter into expense contract renewals with Centra-Wellness, Ionia County CMHA, Gratiot County CMHA, and Newaygo County CMH, for purposes of ensuring the availability of Medicaid Behavioral Health services for Medicaid enrollees residing within the five counties of the PIHP region (Benzie, Gratiot, Ionia, Manistee, and Newaygo counties). The term of this agreement shall be from October 1, 2012 through December 31, 2013 and requires payments totaling \$39,287,320.00.

MOTION CARRIED unanimously.

Raul Gonzales left the meeting at 6:00 p.m.

Fiscal Year 2013 RFP: Core Medicaid Behavioral Health Services and/or Medicaid Allowable Activities Related to the Emerging Markets Initiative (CMHAMM)

Toby Bayless informed the committee that in recent years the CMHAMM has used an RFP process as a means by which Medicaid funding from CMHAMM's projected Medicaid savings in the coming fiscal year would be distributed for use by CMHAMM affiliates. CMHAMM has \$944,913 available for FY 2013. Staff will issue an RFP which builds upon the Emerging Markets RFP issued in 2012 and supports on-going Medicaid Behavioral Health services for Medicaid enrollees within the CMHAMM region. Committee members asked if CMHA-CEI lapsed any funds. Pam Keyes stated they did not. The item of business was noted as for information only.

CMHA-CEI Program Proposals for Fiscal Year 2013 Affiliation Lapse (CMHA-CEI)

Bob Sheehan explained to the Committee that each Program would be presenting proposals with rough estimates. Mr. Sheehan suggested the Committee approve the concept, not specific dollar amounts. Mr. Sheehan explained that the Director of Affiliation of Operations would make the final selection along with the proposal review team. Each Program presented their program specific proposals and answered any questions committee members had. Pam Keyes explained that the Finance Committee would see these proposals in the 3rd Budget Amend, not in the Steady State.

Bob Sheehan also spent some time talking about marketing with the committee. He explained to the committee that the Marketing Manager from Sparrow Health Systems suggested that CMHA-CEI work on consistency of all printed materials as the first step in the marketing project including the description of scope and services.

ACTION:

MOVED by Chris Swope and SUPPORTED by Stephen Manchester that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the expansion of services, administration and the marketing effort described in CMHA-CEI's proposals to balance Fiscal Year 2013 Affiliation RFP - February Affiliation Lapse Projection proposal, for implementation in FY 2013, if the proposal is accepted by the Director of Affiliation Operations and the proposal review team.

MOTION CARRIED unanimously.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 7:10 p.m. The next regular scheduled meeting of the Finance Committee will be April 10, 2013 at 5:30 p.m. at the Community Mental Health Building, 812 E. Jolly Rd, Conference Room G11-C, Lansing, MI.

Minutes submitted by:

A handwritten signature in purple ink that reads "Katy Hammack".

**Katy Hammack
Secretary II
Recipient Rights**