

**PROGRAM AND PLANNING COMMITTEE**

**Meeting Minutes**

**Monday, January 13, 2014, 5:30 p.m.**

**812 E. Jolly Rd, Conference Room G11-C, Lansing, MI 48910**

**Committee Members Present:**

**Raul Gonzales, Kay Pray, Kay Randolph-Back, Kam Washburn, Paul Palmer, Joseph Brehler, Maxine Thome, Dianne Holman**

**Committee Members Absent:**

**None.**

**Staff Present: Al Way, Paul Duff, Liz Holcomb, Chris McDaniel, Mary Clissold, Sherry Kletke, Jennifer Stanley, Bob Sheehan**

**Public Present:**

**None.**

**Call to Order:**

**The meeting was called to order by Chairperson Raul Gonzales at 5:30 p.m.**

**Previous Meeting Minutes:**

**MOVED by Paul Palmer and SUPPORTED by Kay Pray to approve the meeting minutes of October 14, 2013. MOTION CARRIED unanimously. It was noted that the P&P Committee did not meet in November or December of 2013.**

**Adoption of Agenda:**

**MOVED by Kay Pray and SUPPORTED by Kam Washburn to adopt the agenda as presented. MOTION CARRIED unanimously.**

**Comment on Agenda Items:**

**None.**

**Maxine Thome and Dianne Holman joined the meeting at 5:35 p.m.**

**BUSINESS ITEMS:**

**New Revenue Contract: On-Call Mobile Emergency Therapist- Clinton County  
Al Way presented that under this letter of agreement, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will provide emergency on-call mental health evaluations and coordination of services with**

the Clinton Family Court for identified youth entering their detention youth facility (Greenhaven).

**MOVED** by Kam Washburn and **SUPPORTED** by Joe Brehler that the Program and Planning Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into a letter of agreement with Clinton County to provide emergency mental health evaluations and coordination services for youth at Greenhaven identified by Clinton County Family Court for the period of February 1, 2014 through September 30, 2014 and receive up to \$9,679.00 for those services.

**MOTION CARRIED** unanimously.

**Delegation of Authority to Appoint Members to the MSHN Consumer Advisory Council**

Bob Sheehan suggested that the appointment of representatives from this CMH to Affiliation workgroups, by the Executive Director, has worked well in the past and will be used with all of other MSHN Councils and Workgroups. Staff are recommending that the power to appoint the representatives from this CMH to the MSHN Consumer Advisory Council be delegated, by this CMH's Board of Directors, to the organization's Executive Director.

**MOVED** by Kam Washburn and **SUPPORTED** by Maxine Thome that the Program and Planning Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors delegate the power, held by the CMHA-CEI Board of Directors, to appoint the representatives from this CMH to the MSHN Consumer Advisory Council to the CMHA-CEI Executive Director.

**MOTION CARRIED** unanimously.

**New Expense Contract: Respite/Community Living Supports With JWR Health Services**

Marie Carrell stated that Community Living Supports are provided by aides in the home, community or center environment to increase or maintain personal self-sufficiency, increase skills, build social skills and relationships as well as participate in the community. Respite services provide relief to the non-paid caregivers. Families and consumers may choose their provider from those agencies meeting the qualifications of CMHA-CEI's provider panel.

**MOVED** by Joe Brehler and **SUPPORTED** by Paul Palmer that the Program and Planning Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize staff to establish a new expense contract with JWR Health Services, whose business office is located at 2722 Michigan Avenue, Lansing, MI to purchase Community Living Supports (CLS) and Respite and pay per the Rate Schedule below for the period of 1/1/14 – 12/31/15.

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.
CLS-Hab. Waiver /B3	14,12,or 16.12*	\$21.18 or \$24.18

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

**MOTION CARRIED unanimously.**

**New Expense Contract: Respite/Community Living Supports With My Premier Nursing Services**

Marie Carrell commented that respite services provide relief to the non-paid caregivers. Families and consumers may choose their provider from those agencies meeting the qualifications of CMHA-CEI's provider panel.

**MOVED by Joe Brehler and SUPPORTED by Paul Palmer that the Program and Planning Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize staff to establish a new expense contract with My Premier Nursing Services, whose business office is located at 3315 South Pennsylvania Avenue, Lansing, MI to purchase Community Living Supports (CLS) and Respite and pay per the Rate Schedule below for the period of 1/1/14 – 12/31/15.**

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.
CLS-Hab. Waiver /B3	14,12,or 16.12*	\$21.18 or \$24.18

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

**MOTION CARRIED unanimously.**

**Michigan Department of Community Health (MDCH) Performance Indicators**

**Paul Duff commented this item is for information only.**

Mr. Duff explained that MDCH first developed performance indicators for Community Mental Health Service Programs in 1997. The performance indicators (PI) were established to measure performance in areas that were high volume, high risk, and/or important to consumers. Mr. Duff stated that MDCH re-designed their system in 2008 and the focus of the re-designed system included indicators that address ACCESS, EFFICIENCY, and OUTCOMES. The committee would like to know in the future the numbers of individuals (not incidents) that receive a pre-admission screening for psychiatric inpatient care.

**Old Business:**

None.

**New Business:**

**1. FQHC Update –Bob Sheehan**

Barry/Eaton Care Connect program wants to become a FQHC. Will be reviewed on Thursday Jan. 16<sup>th</sup>, 2014 with the Board of Directors.

**Public Comment:**

None.

**Adjournment**

The meeting was adjourned at 6:43 p.m. The next regularly scheduled Program and Planning Committee meeting will be February 10, 2014 at 5:30 p.m. at the Community Mental Health Building, 812 E. Jolly Rd, Conference Room G11-C, Lansing, MI.

Minutes submitted by:

Sherry Kletke  
Program Secretary, CSDD