

**PROGRAM AND PLANNING COMMITTEE  
MEETING MINUTES  
Monday, May 12, 2014, 5:30 p.m.  
812 E. Jolly Rd, Conference Room G11-C, Lansing, MI 48910**

**Committee Members Present:** Raul Gonzales, Kay Randolph-Back, Kay Pray, Joe Brehler, Paul Palmer, Maxine Thome, Dianne Holman

**Committee Members Absent:** Kam Washburn (notified staff of absence)

**Staff Present:** Al Platt, Kim Zimmerman, Mary Clissold, Liz Holcomb, Toby Bayless, Sherry Kletke

**Public Present:**

**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 April 14, 2014. **MOTION CARRIED** unanimously.

**Adoption of Agenda:**

**MOVED** by Kay Pray and **SUPPORTED** by Paul Palmer to adopt the agenda as presented.

**MOTION CARRIED** unanimously.

**Comment on Agenda Items:**

No comment.

**BUSINESS ITEMS:**

**2014-2015 CA Provider Network Development Plan (CMHA-CEI/CA)**

Toby Bayless explained that through this proposed plan, not only will the CA's provider network make a significant step toward new demand readiness by increasing overall capacity to treat, but this plan would also increase the variety of treatment options available to all individuals with SUD needs by addressing service gaps and financially stabilizing underfunded provider operations for 2014/2015 and beyond.

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Kay Pray that the Program and Planning Committee recommends that the Community Mental Health Authority of

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Clinton, Eaton, and Ingham Counties Board of Directors, in its role as Coordinating Agency (CA), approve a spending plan by which the overall increase in revenue as a result of Healthy Michigan enrollment would be used in conjunction with other CA funding streams such as Medicaid, block grant, and Public Act 2 to: 1) ensure the financial stability of SUD providers operating under the terms of their initial fiscal year 2014 contract, and 2) after all current SUD providers are financially stable with regard to the current service array, invest in the purchase of additional SUD services and new SUD services by utilizing a targeted approach to identifying and closing service gaps within CMHA CEI CA's region, as outlined in the document titled, "SUD Provider Network Development Plan".

**MOTION CARRIED unanimously.**

**2013-2014 Mid-State Health Network Quality Assessment and Performance Improvement Program (QAPIP) (CMHA-CEI)**

Kim Zimmerman explained that the Michigan Department of Community Health (MDCH) requires each specialty Prepaid Inpatient Health Plan (PIHP) have a Quality Assessment and Performance Improvement Program (QAPIP) which meets the established quality improvement standards outlined in the Technical Requirement in the contract for each PIHP.

**ACTION:**

**MOVED** by Paul Palmer and **SUPPORTED** by Dianne Holman that the Program and Planning Committee recommend that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors adopt the CMHA-CEI's Quality Plan, the 2013-2014 Quality Assessment and Performance Improvement Program plan developed by the Mid-State Health Network.

Kay Randolph-Back commented that she would like to read thru previous advisory council minutes.

**MOTION CARRIED unanimously.**

**New Expense Contract: Joel Sanchez, MD (CMHA-CEI)**

Liz Holcomb explained that Dr. Sanchez shall provide psychiatric services to consumers of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties.

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Kay Randolph-Back that the Program and Planning Committee recommend that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new contract /contract renewal with Joel Sanchez, MD to purchase psychiatric services from Joel Sanchez, MD for the period of May 1, 2014 to December 31, 2014 and pay \$125/hour for those services.

**MOTION CARRIED unanimously.**

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MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

**New Expense Contract: Community Linx (CMHA-CEI)**

Mary Clissold explained that Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will enter into a contract with Community Linx, whose business address is P.O. Box 242, Grand Ledge, MI 48837.

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.

**ACTION:**

**MOVED** by Kay Pray and **SUPPORTED** by Dianne Holman that the Program and Planning Committee recommend that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize staff to establish a contract with Community Linx, whose business address is P.O. Box 242, Grand Ledge, MI 48837, 517-574-2987 to purchase Community Living Supports (CLS) and Respite and pay per the Rate Schedule below for the period of 6/1/14 – 12/31/14.

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: Clara Okafor, Emmanuel AFC (CMHA-CEI)**

Al Platt explained that under this contract, Community mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase Adult Foster Care Services for MI-Adults, for an special placement of a consumer, from Clara Okafor, 6101 Norburn Way, Lansing Michigan 48911 , County of Ingham and pay up to \$46.77 per day, per client, for the period of February 13, 2014 to April 11, 2014.

Consumer had to be placed suddenly in the home. Circumstances arose and prior to end of pending original proposed agreement the consumer had to be placed elsewhere. The proposed agreement was adjusted to reflect just the days the consumer was in the home and that is the explanation for the time period of

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February to April 2014 and is being brought to the Board for approval in order to pay Clara Okafor for that time period.

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Dianne Holman that the Program and Planning Committee recommend that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to approve the new contract with Clara Okafor to purchase Adult Foster care services for mentally ill adults for the period of February 13, 2014 to April 11, 2014 and pay \$46.77 per day, per client for those services. Payment is retro for services already rendered.

**MOTION CARRIED** unanimously.

**Old Business:**

**New Business:**

**Appointment of Committee Vice Chair**

Floor was opened to nominations: One nomination was presented for Kay Randolph-Back – support by Dianne Holman.

**NOMINATION CARRIED** unanimously.

**Time and Dates of Program and Planning Committee Meetings**

Motion to keep the P&P Committee meetings the same day and time as current, being 2<sup>nd</sup> Monday of each month at 5:30 p.m. **MOVED** by Joe Brehler and , **SUPPORTED** by Dianne Holman.

**MOTION CARRIED** unanimously

**Public Comment:**

No public present

**Adjournment:**

The meeting was adjourned at 6:38 p.m. The next regularly scheduled Program and Planning Committee meeting will be June 9, 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**

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MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL