

**BOARD OF DIRECTORS
MEETING MINUTES**

Thursday, June 19, 2014, 6:00 p.m.
DeWitt Township Hall, 1401 W. Herbison Rd, DeWitt, MI 48820

Staff Present:

Al Way, Kim Zimmerman, Liz Holcomb, Jennifer Stanley, Chuck Dougherty, Stacia Chick, Judy Hazle, Bob Sheehan, Chris McDaniel, Ericanne Spence, Toby Bayless, Mary Clissold, Sharon Blizzard

Public Present:

Elizabeth Pratt, President of NAMI-Lansing

CALL TO ORDER:

Vice Chairperson Kam Washburn called the meeting to order at 6:08 p.m.

ROLL CALL:

Board Members Present:

Kam Washburn, Raul Gonzales, Joe Brehler, Kay Randolph-Back, Dianne Holman, Sara Clark Pierson, Kay Pray

Board Members Absent: Chris Swope, Maxine Thome, Stephen Manchester, Paul Palmer (all notified staff of absence), Carol Koenig

PREVIOUS MEETING MINUTES:

MOVED by Kay Pray and SUPPORTED by Sara Clark Pierson to approve the meeting minutes of May 22, 2014. MOTION CARRIED unanimously.

ADOPTION OF AGENDA:

MOVED by Sara Clark Pierson and SUPPORTED by Joe Brehler to adopt meeting agenda as presented. MOTION CARRIED unanimously.

PUBLIC COMMENT ON AGENDA ITEMS:

MID-STATE HEALTH NETWORK (MSHN) UPDATE:

Kay Pray reported that the Board meets bi-monthly now. No meeting in June. The next meeting is July 1. Bob Sheehan commented MSHN has a small staff. They buy IT services from CMHA-CEI and are currently negotiating more services. MSHN is also in discussion with CMHA-CEI regarding other services they thought they had purchased. Saginaw will no longer be doing the Finances for MSHN as of November and CMHA-CEI will bid for to do that service. Oct. 1 MSHN will become the CA and there will be bids for 4 sub-regional CA operations. CMHA-CEI will bid representing 17 counties.

DIRECTORS REPORT:

Bob Sheehan distributed advertising for the Mental Health First Aid trainings CMHA-CEI is involved in.

Stacia Chick reported possible cash flow issues created by Act PA 258 Healthy Michigan payments being paid later than expected.

Mr. Sheehan reviewed the June Executive Directors report with the Board. Mr. Sheehan commented that CMHA-CEI and other key parties will be applying to be a SIM test site. The Michigan Health Institute and the State will be running this project.

Kay Randolph-Back commented on concerns regarding early and periodic screening diagnosis for children with serious emotional disorders.

COMMITTEE REPORTS:

Program and Planning

New Revenue Contract: City of Lansing Housing

MOVED by Raul Gonzales and **SUPPORTED** by Kay Pray that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors, in its role as the Board of Directors of the Substance Abuse Coordinating Agency (CA), authorize CMHA-CEI to enter into new contract with the Lansing Housing Commission to purchase case management and recovery services for the chronically homeless households, who are mentally ill, and/or have substance abuse problems from the Lansing Housing Commission for the period of June 1, 2014 through December 31, 2014.

MOTION CARRIED unanimously.

2014 Mid-State Health Network Corporate Compliance Plan

MOVED by Raul Gonzales and **SUPPORTED** by Dianne Holman that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) Board of Directors adopt, as CMHA-CEI's Compliance Plan, the 2014 Compliance Plan developed by Mid-State Health Network.

MOTION CARRIED unanimously.

2014 CA Satisfaction Surveys

MOVED by Raul Gonzales and **SUPPORTED** by Sara Clark Pierson that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) Board of Directors accept the 2014 CA Satisfaction Survey Report completed in March 2014.

MOTION CARRIED unanimously.

New Expense Contract: Valley Residential - Provider Replacement

MOVED by Raul Gonzales and SUPPORTED by Kay Randolph-Back that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties enter into a new contract with Valley Residential Services to provide special residential services at the Airport Road home from April 30, 2014 until a permanent provider is selected at the rate of 33, 961.per month.

MOTION CARRIED unanimously.

Finance

Insurance Renewal: General/Professional/D&O/Fiduciary Liability –MMRMA (CMHA-CEI)

MOVED by Sara Clark Pierson and SUPPORTED by Raul Gonzales the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA CEI to purchase General, Professional, Directors and Officers, and Cyberliability insurance from Michigan Municipal Risk Management Authority, and Employee Benefits and Fiduciary Liability insurance from The Travelers for the period of July 1, 2014 through June 30, 2015 and pay a total of \$174,838 in annualized premium for these coverages, plus a \$30,000 deposit into the retention fund.

Sara Clark Pierson commented that this is a very good deal.

MOTION CARRIED unanimously.

MOVED by Sara Clark Pierson and SUPPORTED by Joe Brehler the following two lease renewals:

Lease Renewal: 5850 Holt Rd., Delhi Township (CMHA-CEI)

The Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham counties authorizes CMHA CEI to lease 5850 Holt Road from Tariq M. Faridi, M.D. for the period of June 1, 2014 through May 31, 2017 at a cost of \$72,972.00 at the rate of \$2,027.00 per month to provide a residential home to serve six (6) consumers; and

Lease Renewal: 9120 Eaton Hwy, Mulliken, MI (CMHA-CEI)

The Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham counties authorizes CMHA CEI to lease 9120 Eaton Highway in Mulliken from William and Barbara Alberts, Husband and Wife, for the period of June 1, 2014 through May 31, 2017 at a cost of \$59,827.68, at a rate of \$1,661.88 per month to provide a residential home to serve six (6) consumers.

MOTION CARRIED unanimously.

New Revenue Contract: MOU With Lansing Housing Commission For Permanent Supportive Housing Services (CMHA-CEI)

MOVED by Sara Clark Pierson and SUPPORTED by Kay Pray the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham counties, in its role as the Board of Directors of the Substance Abuse Coordinating Agency (CA), authorize CMHA CEI to enter into a new Memorandum of Understanding (MOU) contract

with the Lansing Housing Commission to provide case management and recovery services for the chronically homeless households, who are mentally ill, and/or have substance abuse problems from the Lansing Housing Commission for the period of June 1, 2014 through December 31, 2014 for the total amended revenue of \$72,000.

MOTION CARRIED unanimously.

New Expense Contract: Public Sector Consultants –white paper on innovation and strengths of Michigan’s public behavioral healthcare system (CMHA-CEI)

Amended and MOVED by Sara Clark Pierson and SUPPORTED by Joe Brehler that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to: enter into new contract, not to exceed \$35,000, with Public Sector Consultants, and/or other consultants, to purchase consultation services to write a white paper on the strengths and value of the state's public CMH and PIHP system and the role that this system will play in the present and future healthcare system and other related white papers; or to make payments, not to exceed \$35,000, to the Michigan Association of Community Mental Health Boards or other appropriate fiduciaries for this and related papers when CMHA-CEI is not the contract holder with the consultant firm.

MOTION CARRIED unanimously.

Acceptance of Steady State Budget Projections for Fiscal Year 2014/2015 (CMHA-CEI)

MOVED by Sara Clark Pierson and SUPPORTED by Joe Brehler that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties accept the revised Steady State Budget Projections for Fiscal Year 2014/2015.

MOTION CARRIED unanimously.

Human Resources

Second Quarter Diversity Report

MOVED by Kam Washburn and SUPPORTED by Joe Brehler the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Ingham Counties accept the Second Quarter Diversity Initiative/EEO Report from January 1, 2014 through March 31, 2014.

MOTION CARRIED unanimously.

Labor Relations Second Quarter Grievance Report

MOVED by Kam Washburn and SUPPORTED by Sara Clark Pierson the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties accept the Second Quarter Labor Relations Grievance Report from January 1, 2014 through March 31, 2014.

MOTION CARRIED unanimously.

Executive Director Performance Evaluation

MOVED by Kam Washburn and **SUPPORTED** by Sara Clark Pierson that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties accept the performance evaluation form and process for evaluation of the Executive Director and recommend that the Board of Directors use this format to complete the 2014 Performance Evaluation of the Executive Director 2014.

MOTION CARRIED unanimously.

The format of the evaluation was changed in 2013 and the same format presented for use in 2014.

Recipient Rights

No report. June meeting was canceled.

Executive Committee

The Executive Committee will be scheduling a meeting at the July 17th Board meeting. The committee members are to bring their calendars.

OLD BUSINESS:

Budget summit in July by Mark Reinstein. (handout in packet) per Bob.

NEW BUSINESS:

Bob Sheehan has accepted to take a position on the Board of National Association of Counties.

Raul Gonzales acknowledged that Dianne Holman assisted to get the Mental Health Court to be a reality. The Board applauded Ms. Holman for her work.

PUBLIC COMMENT:

Elizabeth Pratt announced she is the new president of NAMI-Lansing. Bob Sheehan commented that NAMI is concerned there are many in the public system who still cannot access treatment.

ADJOURNMENT:

The meeting was adjourned at 6:43 p.m.

The next meeting of the Board of Directors is scheduled at the Community Mental Health Building, 812 E. Jolly Rd, Suite G11-C, Lansing on Thursday, July 17th at 6:00 p.m.

Minutes respectfully submitted by:

**Judy Hazle
Executive Secretary**