



Community

MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, January 14, 2015, 5:30 p.m.
812 E. Jolly Road, Conference Room G11-C
Lansing, MI 48910

Committee Members Present:

Sara Clark Pierson, Joseph Brehler, Raul Gonzales, Kam Washburn, Kay Randolph-Back, Maxine Thome, Chris Swope

Committee Members Absent:

Stephen Manchester (notified staff of absence)

Staff Present:

Robert Sheehan, Stacia Chick, Chelsea Christensen, Andrew Hewat, Chris McDaniel, Al Way, Ericanne Spence, Kim Zimmerman, Toby Bayless, John Peiffer, Sharon Blizzard

Public Present:

None.

Call to Order:

The meeting was called to order by Chairperson Sara Clark Pierson at 5:32 p.m.

Previous Meeting Minutes:

MOVED by Chris Swope and SUPPORTED by Joe Brehler to approve the meeting minutes of December 10, 2014.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Chris Swope and SUPPORTED by Raul Gonzales to adopt the revised agenda to include the addition of "Revenue Contract Renewal: Michigan Department of Community Health – Path Grant" as agenda item 7a, the removal of agenda item 9

“Fiscal Year 13/14 Preliminary Financial Statements for Year Ended September 30, 2014”, and the addition of “FY 2015 Benefit Stabilization” as New Business.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

No comment.

BUSINESS ITEMS:

New Lease Contract: Ivan Crossing LLC, Charlotte

John Peiffer presented a new lease contract with Ivan Crossing LLC to lease the property at 1699 Lansing Road, Eaton County, Charlotte, Michigan 48813 for Transitions Charlotte. CMHA-CEI staff met with a realtor and considered many properties. The property is ideal because it was previously used by Charlotte Public Schools and has several different classrooms, an office area, and teacher lounge/break room.

ACTION:

MOVED by Chris Swope and SUPPORTED by Raul Gonzales that the Finance committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to lease 1699 Lansing Road, Eaton County, Charlotte, Michigan 48813 from Ivan Crossing LLC of 1730 Glass Drive, Eaton County, Charlotte, Michigan 48813 for the period of February 1, 2015 through January 31, 2020 and pay as follows:

Years	At a Monthly Rate of:	\$/Sq. Ft.
1	\$4,125.00	\$9.00 gross
2	\$4,212.08	\$9.19 gross
3	\$4,299.17	\$9.38 gross
4	\$4,381.67	\$9.56 gross
5	\$4,468.75	\$9.75 gross

MOTION CARRIED unanimously.

**Revenue Contract Amended Funding: Michigan Department of Corrections
Combined Parole and Probation One Year Amended Contract**

Ericanne Spence presented a contract amendment with the Michigan Department of Corrections. This contract was just finalized and since the funding decreased over 5% board approval is required. The decrease should not affect the program’s budget.

ACTION:

MOVED Kam Washburn and SUPPORTED by Raul Gonzales that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), authorize CMHA-CEI to amend the dollar amount estimated in the original approved contract of \$633,784 and receive \$465,784 , for those services / goods provided by this contract.

MOTION CARRIED unanimously.

Expense Contract Renewal: Mercy Ambulance, Lansing

Chris McDaniel presented an expense contract renewal to purchase emergency transportation services. Presentation of this contract was delayed due to RFP processes. There were no rate changes. Discussion ensued regarding Mercy Ambulance services and guaranteed rates.

Maxine Thome joined the meeting at 5:37 p.m.

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Kam Washburn that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), authorize CMHA-CEI to enter into a contract renewal with Mercy Ambulance to purchase ambulance services for the period of November 1, 2014 through September 30, 2016, and pay a flat rate of \$270.00 per trip per consumer, plus \$7.50 per loaded mile/per trip.

MOTION CARRIED unanimously.

Revenue Contract Renewal: Michigan Department of Community Health – Path Grant

Chris McDaniel presented a revenue contract renewal with the Michigan Department of Community Health (MDCH) for a homeless outreach program that is historically co-funded with MDCH. The plan will have to be resubmitted to the State due to CMHA-CEI's budget cut proposal. Discussion ensued regarding contract operations and good faith negotiations. The Finance Committee requested an overview of the program in February. Discussion ensued regarding CMHA-CEI involvement with the Lansing encampments.

ACTION:

MOVED by Chris Swope and SUPPORTED by Raul Gonzales that the Finance Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), authorize CMHA-CEI

to enter into a contract renewal with Michigan Department of Community Health – Path Grant to provide outreach mental health services to homeless adults experiencing mental illness in the tri-county area for the period of October 1, 2014 through September 30, 2015 and receive \$112,523 for those services.

MOTION CARRIED unanimously.

Expense Contract Renewals: Occupational Therapy Services – Alicia Blondell, Grand Ledge and Jenny Houston, Mason

Al Way presented expense contract renewals to purchase occupational therapy services.

ACTION:

MOVED by Joe Brehler and SUPPORTED by Kam Washburn that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into contract renewals with Alicia Blondell, whose address is 957 Bolton Farms Lane, Grand Ledge, and Jenny Houston, whose address is 436 Raging River, Mason, to purchase Occupational Therapy Services (OT), including assessment and sensory integrative techniques, for the period of January 1, 2015 through December 31, 2016, and pay a maximum of: \$75.00 per session (\$150.00 per year per consumer) for OT Assessment, \$75.00 per session (\$150.00 per year per consumer) for OT Re-Assessment, \$75.00 per session (\$300.00 per month per consumer) for OT-Sensory Integrative Techniques, and \$30 per hour for program-related consultation as required for the development and operation of the Children’s Services Trauma Clinic.

MOTION CARRIED unanimously.

Old Business:

Sara Clark Pierson announced that the 529 plan passed in congress.

New Business:

FY 2015 Benefit Stabilization

Stacia Chick presented a document that was provided by MSHN on benefit stabilization. Discussion ensued. CMH’s feel it is their obligation to the citizens of the community to see that equal funding is provided and that may mean extra funding going to local communities where it is needed. Discussion ensued regarding bringing the prosperity region plans to the full board and collaboration with other CMHs.

Public Comment:

CMHA-CEI staff congratulated Contract Network Administrator, Andrew Hewat, on his retirement and announced that today would be his last Finance Committee meeting.

Adjournment:

The meeting was adjourned at 6:27 p.m. The next regularly scheduled Finance Committee meeting is February 11, 2015, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

Chelsea Christensen
Finance Secretary