



Community

MENTAL HEALTH
CLINTON • EATON • INGHAM

PROGRAM AND PLANNING COMMITTEE

Meeting Minutes

Monday, July 13, 2015, 5:30 p.m.

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

Committee Members Present:

Raul Gonzales, Dianne Holman, Paul Palmer, Kay Randolph-Back, Joe Brehler, Kam Washburn, Kay Pray

Committee Members Absent:

Stephen Manchester (notified staff of absence)

Staff Present:

Chelsea Christensen, Karmen Katzinger, Mary Clissold, Joyce Tunnard, Jennifer Stanley

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 Dianne Holman and SUPPORTED by Paul Palmer to approve the revised meeting minutes of June 8, 2015 with the modification of the word "disciplinary" to "interdisciplinary" in the first sentence of page 4.

Kay Pray joined the meeting at 5:32 p.m.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Kay Randolph-Back and SUPPORTED by Paul Palmer to adopt the revised agenda with the additional item of “New Expense Contract: Memorandum of Understanding Harbor Hall Inc. Residential Program – Petoskey SDA Funding Only” and the removal of “Work Session: Revising CMHA-CEI’s Vision and Mission”.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

No comment.

BUSINESS ITEMS:

New Expense Contracts: Respite Services Provider/Camps (CMHA-CEI)

Having just received these contracts, please note that they are retroactive from June 1, 2015.

Mary Clissold presented three expense contracts to purchase Respite Services.

ACTION:

MOVED by Paul Palmer and SUPPORTED by Kay Randolph-Back that the Program and Planning 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 new contracts with the camps listed below and pay the associated fees for the period of June 1, 2015 through December 31, 2015.

Name of Camp	Address of Camp	Cost
Camp Living Waters	536 E. 6 Mile Road, Luther, MI 49656 (231) 797-5107 www.camplivingwaters.org	\$395 for 5 days
Information Technology Empowerment Center – Summer Courses	200 North Foster, Lansing, MI 48912 admin@iteclansing.org (517) 708-4390	\$15 per one week course

MSU Kidz Camp	3435 Forest Road Lansing, MI 48910	\$190 for 5 day session
---------------	---------------------------------------	----------------------------

MOTION CARRIED unanimously.

New Contractor for Heritage and Beech Homes (CMHA-CEI)

Mary Clissold presented information regarding replacement providers for Heritage and New Beech Homes. A committee was formed and made the decision not to renew with Wilson Homes. The committee also sent out request for proposals (RFPs) to existing providers and conducted interviews. The interviews were completed last week and Bay Human Services was chosen of the four providers that replied with interest. The contract amounts with the new provider will remain the same. The contract amounts are determined with a formula based on the number of staff and number of consumers in the home. Discussion ensued regarding cost-settled contracts and local spending.

ACTION:

MOVED by Kay Pray and **SUPPORTED** by Paul Palmer that the Program and Planning 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 contracts with Bay Human Services to purchase special residential services at the Heritage facility and pay \$375,595 and to purchase special residential services at the New Beech facility and pay \$234,202, for the period of October 1, 2015 through September 30, 2017.

MOTION CARRIED unanimously.

New Expense Contract: Memorandum of Understanding Harbor Hall, Inc. Residential Program – Petoskey SDA Funding Only (CMHA-CEI-SRE)

Please note that this Memorandum of Understanding for Harbor Hall, Inc. is retroactive from October 1, 2014.

Karmen Katzinger presented a Memorandum of Understanding to purchase State Disability Assistance (SDA) room and board for substance use disorder (SUD) clients served in the counties of Clinton, Eaton, Gratiot, Hillsdale, Ingham, Ionia, Jackson, and Newaygo from Harbor Hall, Inc. Residential Facility in Petoskey, Michigan. CMHA-CEI-SRE will agree to pay \$27 per day for SDA room and board only with a contract amount not to exceed \$25,000 for the current fiscal year. In January, Harbor Hall, Inc. reached out to Mid-State Health

Network (MSHN) requesting SDA reimbursement for clients they have seen from the MSHN region. In April, MSHN obtained clarification from the State that the use of SDA funding for Department of Corrections (DOC) clients is accepted. After this clarification was made, the three SRE's of MSHN determined that funds were available to entertain a contract with Harbor Hall, Inc. Discussion ensued regarding funding, budget balance, and administrative changes. The Program and Planning Committee requested that this item be added to the agenda for the next Finance Committee meeting for further discussion.

ACTION:

MOVED by Paul Palmer and **SUPPORTED** by Dianne Holman that the Program and Planning Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI), in its role as the Board of Directors of the Sub-Regional Entity, authorize CMHA-CEI to enter into a new contract with Harbor Hall, Inc. to purchase room and board for State Disability Assistance (SDA) eligible clients for the period of October 1, 2014 through September 30, 2015 and pay \$27 per day not to exceed \$25,000 for the total contract.

MOTION CARRIED unanimously.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 6:49 p.m. The next regularly scheduled Program and Planning Committee meeting is August 10, 2015, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

Chelsea Christensen
Finance Secretary