



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, December 9, 2015, 5:30 p.m.

812 E. Jolly Road, Conference Room G11-C

Lansing, MI 48910

Committee Members Present:

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

Committee Members Absent:

None.

Staff Present:

Stacia Chick, Chelsea Christensen, Sara Lurie, John Peiffer, Chris McDaniel, Mary Clissold

Public Present:

None.

Call to Order:

The meeting was called to order by Chairperson Joseph Brehler at 5:30 p.m.

Previous Meeting Minutes:

MOVED by Raul Gonzales and SUPPORTED by Chris Swope to approve the meeting minutes of November 10, 2015.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Sara Clark Pierson and SUPPORTED by Raul Gonzales to adopt the agenda.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

No comment.

BUSINESS ITEMS:

2015/2016 Vehicle Purchase

John Peiffer presented a proposal to purchase 12 new vehicles used to transport consumers and staff. The new vehicles will replace older vehicles that cost more to repair than their value to the programs. A borrowing resolution for JP Morgan Chase Bank will be brought back to the CMHA-CEI Board of Directors in January or February 2016 when CMHA-CEI is ready to close on the purchase of these vehicles. The Finance Committee is pleased with the purchase price but would like to know why the vehicles are not bought locally. CMHA-CEI staff are currently able to get Ford products for a better price. Discussion ensued regarding estimated interest rates and the resolution timeframe.

Carol Koenig joined the meeting at 5:34 p.m.

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) approve the purchase of 12 new vehicles for the purchase price of up to \$403,000 from Gorno Ford, Woodhaven, Michigan and authorize staff to initiate a loan with JP Morgan Chase Bank for this amount.

MOTION CARRIED unanimously.

Expense Contract Renewal: Community Based Interventions

Mary Clissold presented a contract renewal that was overlooked in September. This contract will purchase Skill Building Assistance and Pre-Vocational Training from Community Based Interventions at their Giving Tree Farm location in DeWitt, MI. The contract will pay \$37.50 per hour and the effective term of the contract will be October 1, 2015 through September 30, 2018. This contract is currently for the use of one individual but the option to utilize this service is open to other consumers.

ACTION:

MOVED by Sara Clark Pierson and SUPPORTED by Carol Koenig 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 Community Based Interventions to purchase Skill Building and Pre-Vocational Training Services and pay an hourly rate of \$37.50 for the period of October 1, 2015 through September 30, 2018.

MOTION CARRIED unanimously.

Revenue Contract Amendment: Ingham County Health Services Millage

Sara Lurie presented a revenue contract amendment for the Ingham County Health Services Millage. Under this contract amendment, CMHA-CEI will receive increased funding as a onetime allocation for last fiscal year. The Finance Committee thanks Ingham County.

ACTION:

MOVED by Chris Swope and SUPPORTED by Carol Koenig 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 amendment with Ingham County for the provision of a range of behavioral health and developmental disability services and receive up to \$878,285 additional funds per year for a total new allocation of \$1,917,088, for the period of October 1, 2014 through September 30, 2015.

MOTION CARRIED unanimously.

Raul excused himself from the meeting at 5:45 p.m.

Old Business:

Healthy Michigan Expansion

Stacia Chick presented Healthy Michigan Expansion Program Proposals. Last month the CMHA-CEI Board of Directors approved the agency expansion using Healthy Michigan funds available to CMHA-CEI for up to \$4,870,858. The proposals presented today are not for the full approved amount. CMHA-CEI will have to gradually expand and closely track Healthy Michigan services. The proposals are from Adult Mental Health Services (AMHS), Community Services for the Developmentally Disabled (CSDD), and Families Forward. The majority of Healthy Michigan consumers are in AMHS. Expansion would be for outpatient level services in the programs where the Healthy Michigan users are receiving services rather than the traditional funding percentages. There is also one above the line item set aside

for outreach. The Finance Outreach proposal requests the creation of a new 1.0 FTE Reimbursement Eligibility Assistant. These employees assist individuals with Medicaid and Healthy Michigan enrollment and work as a liaison between program staff and the DHS Mara workers.

Raul returned to the meeting at 5:47 p.m.

Discussion ensued regarding individuals being denied access to services and the prevention of readmission due to crisis. The suggestion was made to monitor these occurrences to possibly increase coverage, services, and accountability.

Chris McDaniel reviewed the proposed changes for AMHS. The proposals include several new positions for Client Services Specialists and Mental Health Therapists. Discussion ensued regarding the new clinic proposed near Waverly Road in Lansing. The current challenge with implementation is finding space and skilled licensed providers.

Mary Clissold reviewed the proposed changes for CSDD. The implementation of the CSDD proposals will be determined by the recruitment of 75 Healthy Michigan Consumers. Discussion ensued regarding outreach efforts.

Chris McDaniel reviewed the proposed changes for Families Forward. The proposals include additional mental health services to parents.

CMHA-CEI's biggest goal is to increase penetration. CMHA-CEI currently has the lowest Healthy Michigan penetration rate in the region. Staff suggest holding off administrative proposals until the other program proposals are implemented. Administrative proposals will be brought to Finance Committee at a later date. CMHA-CEI staff hope to have the proposals implemented in a year but anticipate longer. The Finance Committee is pleased with the efforts.

New Business:

None.

Public Comment:

None.

Stacia Chick announced that today will be Sara Clark Pierson's last Finance Committee meeting. CMHA-CEI staff and Finance Committee members thank Sara for her years of service and experience.

Adjournment:

The meeting was adjourned at 6:37 p.m. The next regularly scheduled Finance Committee meeting is January 13, 2016, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

**Chelsea Christensen
Finance Secretary**