



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

**BOARD OF DIRECTORS
MEETING MINUTES**

Thursday, January 21, 2016, 6:00 p.m., Conf. Room G11-C
812 E. Jolly Road, Lansing, MI 48910

Staff Present:

Sharon Blizzard, Stacia Chick, Mary Clissold, Chuck Dougherty, Aleshia Echols, Sara Lurie, Chris McDaniel, Ericanne Spence, Jennifer Stanley, Gwenda Summers, Joyce Tunnard, Al Way

Public Present:

None

ROLL CALL:

Board Members Present

Joe Brehler, Raul Gonzales, Paul Palmer, Kay Pray, Kay Randolph-Back, Chris Swope, Kam Washburn

Excused:

Stephen Manchester, Maxine Thome, Carol Koenig

CALL TO ORDER:

The meeting was called to order at 6:00 p.m. by Kam Washburn.

PREVIOUS MEETING MINUTES

MOVED by Kay Pray and SUPPORTED by Kay Randolph-Back to approve the meeting minutes of December 17, 2015.

MOTION CARRIED unanimously.

ADOPTION OF AGENDA:

MOVED by Paul Palmer and SUPPORTED by Raul Gonzales to adopt the revised meeting agenda adding Telatrac as Agenda item X.

MOTION CARRIED unanimously.

PUBLIC COMMENT ON AGENDA ITEMS:

None

MID-STATE HEALTH NETWORK (MSHN) UPDATE:

Joe Brehler expressed concern regarding the level of 2014 Medicaid funds CMHA-CEI will be returning. Discussion ensued which included the fact that many of the CMHSP's within our region will also be returning funds. In addition, Mr. Brehler announced that the PIHP program (Lakeshore) has until the end of the month to provide corrective action plans. If they are not satisfactory the State can begin the RFP process. Kay Randolph-Back stated that those who think like CMHA-CEI should be in contact with the Michigan Association Community Mental Health Boards.

Sara Lurie announced that Robert Sheehan, Executive Director, Michigan Association of Mental Health Boards will be speaking at the upcoming CMHA-CEI Elected Officials luncheon on Monday, January 25, 2016.

CHIEF EXECUTIVE OFFICERS (CEO) REPORT:

Al Way and Gwenda Summers, Families Forward presented a Powerpoint presentation that included the criteria, programs, supportive services available, evidence –based treatments, therapeutic group home (Appletree), FGS FY15 – Change in scores, C&A OP FY 15 Change in Scores. Highlights included:

- **Criteria:** Birth through age 17, with severe emotional disturbance diagnosis, significant impairment in the level of functioning assessing the following areas: home, school, behavior towards others, moods, self-harm, thinking and substance use.
- **Programs:** Upon entering the facility, youth and their families are assigned to one of the primary programs by age: Early Intervention (0-5), Child & Adolescent (5 – 17), this includes Individual and Family Therapy, or Family Guidance Services (5-17) includes: Home-based individual and family therapy, as well as case management services. Children's Emergency Services (24-hour crisis assessment and intervention), Health Care Integration (primary care behavioral health), Locations (Ingham County Health, Sparrow, and MSU Pediatrics Child Care Center).
- **Supportive Services:** Psychiatric Medication Clinic, Wraparound, Behavioral Management Consultation, Trauma Clinic, Love and Logic Parenting Groups, Parent to Parent Support, Respite Services, Social Recreational Activities
- **Evidence-Based Treatments:** Aggression Interruption Training, Dialectical Behavioral Treatment, Parent Management Training, Parent Management Training, Parenting through Change, Structured Sensory Intervention for Traumatized Youth and their Parents, Trauma Focused Cognitive Behavioral Therapy

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MINUTES ARE DRAFT PENDING BOARD APPROVAL

- Therapeutic Group Home – Appletree; approximately 600 admissions annually, planned respite and hospital diversions, significant factor in containing hospital budget for the program, families experience this as an incredibly supportive service.
- FGS FY 15 – Change in Scores
Intake Score = 119
Exit Score = 72
- C&A OP FY 15- Change in Scores
Intake Score = 71
Exit Score = 47

Gwenda Summers reported that Families Forward serves over 1,000 youths and their families annually and that the planned respite and hospital diversion availability of Appletree has diverted many youths from hospital care. In addition, Gwenda Summers referenced the FGS FY15 - change in scores and noted a level of improvement for kids in the Clinton, Eaton and Ingham Counties, including a 30% decrease for young children in the Early Intervention Stage (average intake score = 106 vs. exit score = 76).

A tribute was given to the Board of Directors by Al Way, for supporting this very unique program that still stands and thrives. Mr. Way stated that Families Forward has received calls from other agencies asking how CMHA-CEI created this program and requesting guidance. Mr. Way reported that he will be attending a meeting with DHHS and the Board Association to discuss options for changing the rules around restraints in an emergency situation.

Dianne Holman arrived at 6:25 p.m.

Sara Lurie added that she wanted to mention the threats to our prioritization, public behavioral health system and an article she read in Crain's. The Michigan Association of Health Plans (MAHP) has become very vocal about their proposal to subsume the prepaid inpatient health plans (PIHP) into the state's Medicaid Health Plans. Discussion ensued. Ms. Lurie will be sending out a draft of a paper that will be issued by the MI Primary Care Association regarding the carve out. Sara stated that the one thing that stood out was that there was no recognition of the very specialized services provided by public behavioral health systems, particularly around persons with developmental disabilities.

COMMITTEE REPORTS:

Adult Mental Health Services Director, Chris McDaniel distributed copies of 2 handouts:

- Position Control & Posting Info (19 AMHS positions)
- Service Expansion Staffing Needs by Program including Timelines

Mr. McDaniel reviewed the distributed handouts and reported that with the expansion proposal AMHS has posted 19 positions. In addition, Mr. Daniel announced that several programs will be relocating including but not limited to: Central Access which will be relocating from Jolly Road, Suite G11 to Louisa Street; QCSRR which will be relocating from Suite 216 to Louisa Street, and AMHS will be moving from Suite G12 to Suite 216.

Program and Planning

MOVED by Raul Gonzales and SUPPORTED by Kay Randolph-Back 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 new revenue contract with Ingham County to provide emergency psychiatric screening services to the Ingham County Jail for the period of January 1, 2016 through December 31, 2016 and receive \$30,000 per year for those services / goods.

MOTION CARRIED unanimously.

MOVED by Raul Gonzales and SUPPORTED by Paul Palmer that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to provide a letter of commitment to the Michigan Department of Health and Human Services to fulfill the role of "Backbone" and to provide temporary governance to the Community Health Innovation Region should our region be selected to participate in the State Innovation Model Test.

MOTION CARRIED unanimously.

Finance

Joe Brehler reported that the audited financial statements from Fiscal Year 2014 are nearly complete as well as Fiscal Year 2015. The completion of the audit is on schedule.

For information only.

ACTION:

MOVED by Joseph Brehler and SUPPORTED by Kay Randolph-Back that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI to complete the following lease contract and renovations based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

New Lease: 5150 Wardcliff, Okemos

Enter into a contract to lease an additional 9,320 square feet for a total of 21,220 square feet of property from Okemos Public Schools for the property located at 5150 Wardcliff, Okemos, MI 48864, commonly known as Wardcliff Elementary School, effective April 1, 2016 through September 30, 2021 as follows:

CMHA-CEI shall pay to the Landlord for the premises effective April 1, 2016 and the new Lease amount will be for 21,220 square feet for the following lease years and amounts:

4/1/2016 to 9/30/2016	\$10,397.80/month	
10/1/2016 to 9/30/2017	\$11,494.16/month	\$137,930/year
10/1/2017 to 9/30/2018	\$11,724.05/month	\$140,688.60/year
10/1/2018 to 9/30/2019	\$11,953.93/month	\$143,447.20/year
10/1/2019 to 9/30/2020	\$12,254.55/month	\$147,054.60/year
10/1/2019 to 9/30/2021	\$12,431.38/month	\$149,176.60/year

Renovations: 5150 Wardcliff, Okemos

Act as the General Contractor to complete \$126,000 worth of renovations, by working with subcontractors at prevailing wage, in order to renovate the property for the Autism Center (Wardcliff Abilities Center), located at 5150 Wardcliff, Okemos, Michigan, to be completed by May 2016.

MOTION CARRIED unanimously.

New Purchase and Renovations: 118 West Oak Street, Mason

ACTION:

MOVED by Joseph Brehler and SUPPORTED by Paul Palmer that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) authorize CMHA-CEI as follows:

- 1) To enter into a contract to purchase the building and property located in Ingham County at 118 West Oak Street, Mason, Michigan 48854, from WCH of Michigan LLC, located at 480 Promec Dr. Grand Ledge, Michigan 48837, for the amount of \$350,000 in order to provide improved space for CMHA-CEI Programs Mason Rural Outreach Program, AMHS and Transitions Mason / Leslie, CSDD.
- 2) To spend \$170,000 to complete renovations required to upgrade the building at 118 West Oak Street, Mason, Michigan 48854.
- 3) To obtain bank financing for the purchase of the building and property at \$350,000 and renovations at \$170,000 with a 25 year bank mortgage at 4.0% from JP Morgan Chase Bank for a total amount of \$520,000 with a monthly mortgage payment of \$2,744.75 or \$32,937.00 per year.

MOTION CARRIED unanimously.

New Lease: 801 South Waverly Road, Lansing

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ACTION:

MOVED by Joseph Brehler and **SUPPORTED** by Kay Randolph-Back that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) enter into a lease contract to lease 5,000 square feet of the property located at 801 South Waverly Road, Ingham County, Lansing, Michigan 48917 from CBRE Martin 1111 Michigan Ave, Suite 300, East Lansing, MI 48823 for the period of: February 1, 2016 through January 31, 2021 and pay as follows:

Year 1:	\$67,500/Year	\$5625/month	\$13.500/SF
Year 2:	\$69,525/Year	\$5793.75/month	\$13.905/SF
Year 3:	\$71,610.75/Year	\$5967.56/month	\$14.322/SF
Year 4:	\$73,759.07/Year	\$6146.59/month	\$14.752/SF
Year 5:	\$75,971.84/Year	\$6330.98/month	\$15.194/SF

This lease is for a term of 60 months with 3% annual increases that are factored above. The lease also has an option to terminate after 18 months, at which time, if exercised, the tenant will reimburse the landlord for unamortized build out expenses.

MOTION CARRIED unanimously.

Expense Contract Renewal: Peckham, Inc.

ACTION:

MOVED by Joseph Brehler and **SUPPORTED** by Kay Pray 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 Peckham, Inc., located at 3510 Capital City Blvd, Lansing, MI 48906-2102 in Ingham County, to purchase janitorial cleaning services for 14,000 square feet of space at 1305 Jolly Road, Lansing Michigan, 48910 for the following price schedule for the next three years:

October 1, 2015 through September 30, 2016 at the rate of \$2,109.25 per month or \$25,311 per year.

October 1, 2016 through September 30, 2017 at the rate of \$2,172.75 per month or \$26,073 per year.

October 1, 2017 through September 30, 2018 at the rate of \$2,237.92 per month or \$26,855.04 per year.

MOTION CARRIED unanimously.

Expense Contract Renewal: Sisense Software Subscription

ACTION:

MOVED by Joseph Brehler and **SUPPORTED** by Diane Holman 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 an expense contract with Sisense LTD to provide

analytics/dashboard software for the period of January 7, 2016 through January 6, 2017 and pay \$40,000.

MOTION CARRIED unanimously.

Expense Contract Renewal: Abigail and Daniel Nowiski - Therapeutic Foster Care

ACTION:

MOVED by Joseph Brehler and SUPPORTED by Raul Gonzales 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 Abigail and Daniel Nowiski to purchase foster care services for the period January 1, 2016 through December 31, 2017 and pay \$75.00 per day for any placed youth.

MOTION CARRIED unanimously.

Telatrac

Sharon Blizzard reported that she and John Peiffer, Facilities Manager met with Local 459 on December 7, 2015. John confirmed that the fleet tracking system is to be used to monitor assets – not employees. John will be the only manager with access to the system, except for Cliff Dodson as he will utilize the system to locate staff to determine who is closest to respond to any emergencies that might arise.

If the facilities manager receives reports of unsafe driving from the system, he will contact the appropriate supervisor to arrange additional training for all staff in the program. If unsafe driving persists in that program after the training, the facilities manager will investigate to identify the particular staff, if any, that are engaged in unsafe driving for additional training. If these employees continue to drive in an unsafe manner, the facilities manager will consult with HR regarding the next steps, if any, need to be taken.

For Information Only.

Old Business:

Building and Sites Ad Hoc Committee

Stacia Chick reported that the meeting with the Ingham County Building Authority went well. The County has no problem with CMHA-CEI purchasing the Jolly Road building under the current bond. However, CMHA-CEI has concerns related to the bond as it is a bundled arrangement. We do not want to go forward and be obligated to pay for another organizations arrangement. A Building and Sites Ad Hoc Committee Meeting has been scheduled for February 11, 2016 to discuss further.

Information only.

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Human Resources

No report.

Executive Committee

No report.

Recipient Rights

No report.

OLD BUSINESS:

None.

NEW BUSINESS:

None

Public Comment:

None.

ADJOURNMENT:

The meeting was adjourned at 7:20 p.m. The next regularly scheduled Board meeting will be Thursday, February 18, 2016, 6:00 p.m., Community Mental Health Building, 812 E. Jolly Road, Conference Room C.

Minutes submitted by:

Aleshia Y. Echols

Executive Administrative Assistant