



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

**BOARD OF DIRECTORS
MEETING MINUTES**

**Thursday, July 21, 2016, 6:00 p.m.
Community Mental Health Authority
812 East Jolly Road
Lansing, MI 48910**

Staff Present:

Sharon Blizzard, Stacia Chick, Ray Chouinard, Mary Clissold, Cliff Dodson, Chuck Dougherty, Aleshia Echols, Sara Lurie, Chris McDaniel, John Peiffer, Jennifer Stanley, Gwenda Summers, Joyce Tunnard

Public Present:

Elizabeth Pratt, NAMI

Excused

Chris Swope (advance notification)

Call to Order:

The meeting was called to order at 6:06 p.m. by Chairperson, Carol Koenig.

Roll Call:

Joe Brehler, Raul Gonzales, Dianne Holman, Carol Koenig, Stephen Manchester, Paul Palmer, Kay Pray, Kay Randolph-Back, Jim Rundborg, Maxine Thome, Kam Washburn

Approval of Meeting Minutes:

MOVED by Kay Randolph-Back and SUPPORTED by Stephen Manchester to approve meeting minutes of June 16, 2016.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Raul Gonzales and SUPPORTED by Paul Palmer to adopt the meeting agenda.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None.

Mid-State Health Network Update:

Joe Brehler informed the Board that a MSHN meeting was held on July 5th, and was hosted by CMHA-CEI. Mr. Brehler expressed concern regarding two matters:

- **Announcement to Transition from Cost Reimbursement to Fee-for-Service for the Substance Abuse providers,**
- **\$40 million Net Asset – Unearned Revenue, per the MSHN Financial Statements as of September 30, 2015.**

Stacia Chick, Chief Financial Officer (CFO) read a copy of the communication received from MSHN regarding the October 1, 2016 effective date for the transition from Cost Reimbursement to Fee-for-Service for the Substance Abuse programs. At the request of Chairperson, Carol Koenig, a copy of this communication will be emailed to Board members for further review. In addition, Ms. Chick will email the estimated funding impact this transition would have on CMHA-CEI early next week.

Sara Lurie, Chief Executive Officer (CEO) informed the Board that she and Ericanne Spence, Director of Substance Abuse Services have a meeting scheduled with MSHN to discuss this matter further, and that she will keep the Board informed. In the meantime, Joe Brehler and Kay Pray, as the CMHA-CEI, MSHN Board of Director representatives agreed to have Sara Lurie anyone who may have questions or concerns regarding this matter to their attention.

CEO REPORT

Chuck Dougherty, Chief Information Officer (CIO) stated that the information being shared at this evenings meeting is based on questions that came up at the July 13, Finance Committee Meeting. Based on the questions that were presented, he thought that this would be a perfect time to provide a Network Security presentation. With that being said, Mr. Dougherty introduced Ray Chouinard, Network and Support Manager Security Officer of 13 years, and mentioned how fortunate CMHA-CEI is to have him on board.

Mr. Chouinard proceeded with the Network Security presentation (attached) which highlighted the following topics:

- **How to Protect**
- **What is a Firewall**
- **Top 10 Categories Blocked**
- **Firewall One Day Stats**

- Corporate Antivirus
- Backups & Restores
- User Security
- Software Patching
- Vulnerability Scans
- Physical Security
- Future Plans

Immediately following the presentation, there was a Q & A session.

Sara Lurie, CEO thanked the Board of Directors for allowing her to journey with a group of 59 travelers, consisting of a majority of 9-12th grade students, some additional adult travelers, and 10 adult chaperons on a Waverly High School history trip to Italy and Greece. Ms. Lurie shared that the trip was very enriching and a fun experience for all involved. In addition, Ms. Lurie thanked Mary Clissold, CSDD Program Director and Sharon Blizzard, Chief Human Resources Officer for serving as interim CEO during the time she was away.

Ms. Lurie indicated that although this has been a short month for her, she wanted to provide updates regarding the following major items:

1. Receipt of a letter from the Michigan Department of Health and Human Services (MDHHS) which highlighted the four following four major areas of CCBHC:
 - Services
 - Ability to provide
 - Agreement to serve all, and
 - Perspective payment system for non-Medicaid

After reviewing the letter, there was concern by CMHA-CEI regarding the perspective payment system for non-Medicaid and concern related to the detailed information on how the funding of expansion to fully meet the requirements of CCBHC will be determined. CMHA-CEI has requested clarification. Prior to submission, there will be forms that will require completion and signatures from the CMHA-CEI Board Chair and CEO.

ACTION: A conference call is scheduled for next week to obtain more details regarding the perspective payment system for non-Medicaid and the risk associated with this arrangement in light of the current general fund deficit.

And

2. Section 298 Stakeholder Workgroup

A System Redesign Workgroup PowerPoint has been developed by Health Management Association. The redesign may shape some things in the future and present challenges for the health plans.

BUSINESS ITEMS:

Program and Planning

New Expense Contract: Lighthouse, Inc.

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Paul that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new contract with Lighthouse Inc., at the Promised Land AFC, 1890 Hope Drive, Caro, MI 48723, to purchase specialized residential services, medication reviews, and 1:1 staffing as needed, for the period of July 1, 2016 through September 30, 2016 and pay the rates listed below:

Service	Rate
Specialized Residential	\$459 total daily rate (net rate of \$421.17 when consumer's SSI payment of \$27.83 is deducted)
1:1 Additional Staffing	\$25/hr.
Med Reviews	\$62, \$124, or \$186 (depending on the length of the appointment)

MOTION CARRIED unanimously.

New Expense Contract: Center for Autism Related Disorders (CARD)

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Jim Rundborg that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new contract with the Center for Autism Related Disorders (CARD) to purchase Applied Behavioral Analysis at the rate of \$50/hour for direct therapy and \$120/hour for assessments and supervision for the period of August 1, 2016 through September 30, 2016.

MOTION CARRIED unanimously.

Development of a Consumer Advisory Council

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Maxine Thome that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to develop the CMHA-CEI Consumer Advisory Council comprised of current and past recipients of services and their family members.

MOTION CARRIED unanimously.

Finance Committee

Revenue Contract Renewal: Eaton County - Truancy Intervention Project

ACTION:

MOVED by Joe Brehler and **SUPPORTED** by Raul Gonzales that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize the following renewals:

- CMHA-CEI to enter into a contract renewal with Eaton County to provide screening, assessment, referral, and treatment services to youth and families under jurisdiction of the Eaton County Juvenile Court for the period of October 1, 2016 through September 30, 2017 and receive \$141,016 for those services;

Revenue Contract Renewal: Eaton County - Parent Young Child Program

- CMHA-CEI to enter into a contract renewal with Eaton County to provide home-based services to Eaton County families for the period of October 1, 2016 through September 30, 2017 and receive \$249,222 for those services;

Revenue Lease Renewal: 838 Louisa, Suite A, Lansing

- CMHA-CEI, as Landlord, to renew the revenue lease contract of property at 838 Louisa Street, Lansing, Michigan in Ingham County to the Office and Professional Employees International Union OPEIU – Local 459, whose current address is 838 Louisa Street, Suite A, Lansing, Michigan, for the period of August 1, 2016 through July 31, 2019 and receive a total sum of \$68,928 as monthly installments as noted above to be received on or before the first of each month;

Expense Contract Renewal: Mirazon Group

- CMHA-CEI to enter into a contract renewal with Mirazon Group for Datacore licenses and maintenance through June 29, 2019 and pay \$100,443 for that maintenance.

MOTION CARRIED unanimously.

Expense Contract Amendment: Justice in Mental Health Organization

ACTION:

MOVED by Joe Brehler and **SUPPORTED** by Raul Gonzales that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to amend the current contract to purchase Drop-In/Project Stay services from Justice in Mental Health Organization for the period of June 21, 2016 through September 30, 2016 and pay the remaining \$77,716 for those services.

MOTION CARRIED unanimously.

New Expense Contract: Productive Corporation

ACTION:

MOVED by Joe Brehler and SUPPORTED by Kam Washburn that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a contract with Productive Corporation for Arcserve backup software for the period of August 1, 2016 through July 31, 2017 and pay \$28,544.27 for that maintenance.

MOTION CARRIED unanimously.

Access Ad Hoc Committee

Chairperson, Carol Koenig reported that the Access Ad Hoc Committee continues to meet. The challenge has been whether to focus specifically on things at hand or to broaden the focus. Secretary, Dianne Holman clarified that the committee is trying to determine whether we should look at broad access issues or focus on things we can control and make an impact on mental health access and service.

The consensus of the committee is to focus specifically on the initial objectives proposed based on the short-term timeframe they have to meet, which is a total of four meetings. The meeting scheduled for August 15th will be their third meeting. There was however, some discussion regarding considering a Phase II as part of the recommendation that will be presented to the Board.

Information only.

Bylaws Ad Hoc Committee

Stephen Manchester reported that the Bylaws Ad Hoc Committee met on June 23, 2016 @ 5:30 and reviewed the first draft of bylaws. Mr. Manchester reported that the bylaws as they exist are not very reader friendly and stated that the initial goal is to make it more reader friendly.

Mr. Manchester indicated that thus far, the only somewhat--substantive change that will probably be recommended are as follows:

- Chair limitations - limit to no more than three (3) consecutive years,
- Addition of an Addendum to the bylaws; which would provide historical background information,
- Consideration to change the name from Executive Committee to Executive Board.

Mr. Manchester reiterated that at this time, these items are still in discussion with the Bylaws Ad Hoc Committee.

The plan is to have a final, proposed revision to the bylaws in the hands of our full Board for at least a month before the Board takes final action — there will be no surprises in terms of the committee recommendations.

The next meeting is scheduled for Tuesday, July 26, 2016 at 5:30 p.m., in G11-C conference room.

Information Only.

Building and Sites Ad Hoc Committee

John Peiffer reported that the Building and Sites Ad Hoc Committee met on Wednesday, July 20 at 12:00 Noon. At that time, he and Alan Gotschka presented the following two options; 1). Start date of August/September, and 2). Start date in Spring, 2017, and associated costs.

Stacia Chick reported a correction to the Building and Sites Ad Hoc report yesterday where it was stated that \$10 million bond for Phase 1: Adding a 42,000 square foot addition to the existing building was in the forty-five-day referendum period.

Based on phone discussions as of earlier today (7/22/16), the forty-five-day referendum period has not started, and will not start until council approval. The next Ingham County Building Authority Bond Council meeting is scheduled for August 23. This item is on the agenda for that meeting. Therefore, we could potentially be looking at a start date of November, 2016 based on the referendum, legal review and processing of lease paperwork. In light of this new information, CMHA-CEI Board agreed that CMHA-CEI would be looking at a start date in the Spring, 2017.

The Building and Sites Ad Hoc Committee will meet in August to discuss this matter further. However, Joe Brehler shared that based on the projected numbers presented by Granger Construction (which are irrelevant at this point because there is a potential that Ingham County will request that CMHA-CEI re-bid the job), there is a significant increase in the cost of the project taking into consideration inflation, wages and material costs with a start date in the Spring, 2017. Discussion ensued.

ACTION: Stacia Chick will put together a spreadsheet with the specific numbers.

Information only.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

PUBLIC COMMENT:

Elizabeth Pratt, NAMI Lansing commented that she would like to support having the Access Ad Hoc Committee broadening their focus and helping to keep families connected (i.e. what happens once you have been referred). She stated that she would like to see it be more than a phone conversation, or a brochure sent to someone in the mail and shared with the committee that she appreciates the work that the committee is doing.

Adjournment:

The meeting was adjourned at 7:36 p.m. The next regularly scheduled Board meeting will be Thursday, August 18, 2016, 6:00 p.m., in the Dewitt Charter Township, Boardroom, located at 1401 West Herbison Road, DeWitt, MI.

Minutes submitted by:

Aleshia Y. Echols
Executive Administrative Assistant