



**Community**  
MENTAL HEALTH  
CLINTON • EATON • INGHAM

**PROGRAM AND PLANNING COMMITTEE**

**Meeting Minutes**

**Monday, March 13, 2017, 5:30 p.m.**

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

**Committee Members Present:**

**Raul Gonzales, Joe Brehler, Jim Rundborg, Paul Palmer, Kay Randolph-Back,**

**Committee Members Absent:**

**Stephen Manchester**

**Staff Present:**

**Sara Lurie, Darby Vermeulen, Jennifer Stanley, Alan Platt, Joyce Tunnard, Gwenda Summers**

**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 Paul Palmer and SUPPORTED by Jim Rundborg to approve the meeting minutes of February 13, 2017.**

**MOTION CARRIED unanimously.**

**Adoption of Agenda:**

**MOVED** by Jim Rundborg and **SUPPORTED** by Paul Palmer to adopt the revised agenda.

**MOTION CARRIED** unanimously.

**Public Comment on Agenda Items:**

No comment.

**BUSINESS ITEMS:**

**New Revenue Contract: Michigan Department of Health and Human Services –  
Mental Health and Juvenile Justice Federal Block Grant**

Gwenda Summers presented a new revenue contract with Mental Health and Juvenile Justice federal block grant funds in the amount of \$43,510 for the period of May 1, 2017 through September 30, 2017 in support of county work with juvenile justice issues. CMHA-CEI will intervene early through screening and working with schools to identify youth with truancy issues. Discussion ensued about a screening tool used before intervention. CMHA-CEI will monitor follow-up with referrals and where the children were sent.

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Jim Rundborg that the Program and Planning Committee recommends that the Board of Directors of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to enter into a contract with the Michigan Department of Health and Human Services for the mental health/juvenile justice initiative funding of which CMHA-CEI will receive \$43,510 for the period May 1, 2017 through September 30, 2017 for these services.

**MOTION CARRIED** unanimously.

Carol Koenig entered at 5:35 PM.

**New Expense Contract: Insight Psychiatry, PLLC**

Jennifer Stanley presented a contract to purchase services from Insight Psychiatry, PLLC. The psychiatrist will focus on older adult therapy, for an estimated 22-24 hours per week, but no more than 30 hours per week.

**ACTION:**

MOVED by Jim Rundborg and SUPPORTED by Carol Koenig that the Program and Planning Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new contract with Insight Psychiatry, PLLC to purchase psychiatric services for the period of April 1, 2017 to September 30, 2018 and pay \$145/hour.

Carol Koenig and Kay Randolph-Back proposed to amend the contract language.

**ACTION:**

MOVED by Carol Koenig and SUPPORTED by Kay Randolph-Back that the Program and Planning Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new contract with Insight Psychiatry, PLLC to purchase psychiatric services for the period of April 1, 2017 to September 30, 2018 and pay \$145/hour for services up to 30 hours/week.

MOTION CARRIED unanimously.

**New Contract Independent Contractor – Robert D. Steinkamp – Independent Facilitation**

Jennifer Stanley presented a contract with Robert D. Steinkamp for independent facilitation for Person Center Planning. Discussion ensued about whether the last minute accommodation could have been prevented, and whether CMHA-CEI had a viable facilitator available. There is the possibility of more of these cases in the future with section 298.

**Action:**

MOVED by Paul Palmer and SUPPORTED by Joseph Brehler that the Program and Planning Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into new contract and purchase Independent Facilitation from Independent Contractor, Robert D. Steinkamp and pay \$150 for each Person Centered Plan (PCP) for the period of March 1, 2017 through September 30, 2017.

MOTION CARRIED unanimously.

Privacy Violations – Mitigations Policy 1.1.17

Joyce Tunnard presented the reminder that substantive changes need to be brought to the board, and is therefore bringing forward a change from a policy to a procedure, putting this under another standing policy. Discussion ensued as to whether the original policy was approved/adopted in 2003 or was simply a clerical error. If any policies are rewritten the board has to approve the amendments to the policy.

Paul Palmer left the meeting at 6:03.

Old Business:

None.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 6:05 p.m. The next regularly scheduled Program and Planning Committee meeting is April 10, 2017, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

Darby Vermeulen  
Finance Secretary