



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

PROGRAM AND PLANNING COMMITTEE
Meeting Minutes
Monday, June 12, 2017, 5:30 p.m.
812 E. Jolly Road, Conference Room
G11C Lansing, MI 48910

Committee Members Present:

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

Committee Members Absent:

None.

Staff Present:

Darby Vermeulen, Alan Platt, Jennifer Stanley, Sara Lurie, Kay Pray

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 May 8, 2017.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Jim Rundborg and SUPPORTED by Paul Palmer to adopt the revised agenda. The agenda was revised to add two new expense contracts from AMHS.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

No comment.

BUSINESS ITEMS:

Medication Policy 3.5.1

Jennifer Stanley presented the revised medication policy. The policy was last revised in September 1983. A large portion of the policy was altered to be brought in line with other policies currently in use by the agency.

ACTION:

MOVED by Jim Rundborg and SUPPORTED by Paul Palmer that the Program and Planning Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors approve the revised Medication Policy 3.5.1.

MOTION CARRIED unanimously.

New Expense Contract: Williamston Compassionate Care

Alan Platt presented a new contract with Williamston Compassionate Care. CMHA has a client at Beacon who will be taken at Williamston on a Triple

A contract. The home is reimbursed on a per diem basis according to the resident's level of care. The rate of pay is \$20.11 (Level I), \$40.21(Level II), and \$60.32 (Level III). Payment is made monthly on an actual usage basis for the period of June 1, 2017 to September 30, 2017. Discussion ensued as to the classification of the Williamston home, and which needs the home is fulfilling for consumers.

ACTION:

MOVED by Joe Brehler and **SUPPORTED** by Dianne Holman that the Program and Planning Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a contract with Nancy Harns at Williamston Compassionate Care, Adult Foster Care in Williamston to provide services at the rates listed above, for the period of June 1, 2017 through September 30, 2017.

MOTION CARRIED unanimously.

New Expense Contract: Respite/Williamston Compassionate Care

Alan Platt presented a new expense contract for respite services with Williamston Compassionate Care. This contract focuses on one consumer in particular, who is visiting the home on a trial-basis.

ACTION:

MOVED by Joe Brehler and **SUPPORTED** by Jim Rundborg 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 Williamston Compassionate Care to purchase respite services at the rates below for the period of June 12, 2017 through September 30, 2017.

RATE SCHEDULE

Service	Code	Unit Rate
Respite	H0045	\$125

MOTION CARRIED unanimously.

Old Business: None.

New Business:

The newly formed Consumer Advisory Council needs direction from the Committee on how they may update the board with any concerns or feedback and through what form of communication. The council is meeting monthly now. It was decided by the Committee that the Consumer Advisory Council would be a standing agenda item on all Program and Planning Committee meeting agendas for the foreseeable future.

Public Comment: None.

Adjournment:

The meeting was adjourned at 6:00 p.m. The next regularly scheduled Program and Planning Committee meeting is July 10, 2017, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

**Darby Vermeulen
Finance Secretary**