



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

**FINANCE COMMITTEE**

**Meeting Minutes**

**Wednesday, June 14 2017, 5:30 p.m.**

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

**Lansing, MI 48910**

**Committee Members Present:**

**Joe Brehler, Carol Koenig, Kam Washburn, Raul Gonzales, Chris Swope**

**Committee Members Absent:**

**Kay Randolph-Back**

**Staff Present:**

**Stacia Chick, Darby Vermeulen, Sara Lurie, Ericanne Spence, Shana Badgley, Joanne Holland, Paul Palmer, Joyce Tunnard, Nathan Derusha, Sharon Blizzard, Gwenda Summers, Jennifer Stanley**

**Public Present:**

**Jeff Fleming, Naudia Fisher**

**Other Board Members Present:**

**Paul Palmer**

**Call to Order:**

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

**Previous Meeting Minutes:**

**MOVED by Chris Swope and SUPPORTED by Raul Gonzales to approve the meeting minutes of May 10, 2017.**

**MOTION CARRIED unanimously.**

**Adoption of Agenda:**

**MOVED by Chris Swope and SUPPORTED by Carol Koenig to adopt the revised agenda to add the expense contract amendment as Agenda Item #8, and the Acceptance of the Steady State Budget Projections for Fiscal Year 2017/2018 as Agenda Item #9.**

**MOTION CARRIED unanimously.**

**Public Comment on Agenda Items:**

**No comment.**

**BUSINESS ITEMS:**

**Expense Contract Renewal: Dell Inc. – Joanne Holland**

**Joanne Holland presented an expense contract renewal with Dell to update licensing, which happens once every three years. CMHA receives the same rates at the State of Michigan.**

**ACTION:**

**MOVED by Kam Washburn and SUPPORTED by Chris Swope that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to renew the current Microsoft Software Insurance license and maintenance contract from Dell Inc. and pay \$215,755.69 for the period of June 1, 2017 through May 30, 2020 at \$71,918.56 per year.**

**MOTION CARRIED unanimously.**

**Revenue Contract: Lansing School District-Encircle Program**

**Gwenda Summers presented a revenue contract renewal. This is a new program with truant or behaviorally challenged youth within the LSD; CEI provides a therapist for these students.**

**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, Ingham Counties authorize CMHA-CEI to enter into a**

**new contract with Lansing School District to provide 1.0 MHT to the Lansing School District Encircle Program for the period of July 1, 2017 to June 30, 2018 for \$97,776 those services.**

**MOTION CARRIED unanimously.**

**Expense Contract Renewal: Michigan Department of Health and Human Services (DHHS) Medicaid Eligibility Specialist Designated to CEI**

**ACTION:**

**MOVED Carol Koenig and SUPPORTED by Kam Washburn that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties authorize CMHA-CEI to into an expense contract amendment with Michigan Department of Health and Human Services to purchase Medicaid Eligibility Specialist services for the period of October 1, 2017 through September 30, 2018, and pay \$30,350.00 for those services.**

**MOTION CARRIED unanimously.**

**Expense Contract Amendment: Michigan Department of Health and Human Services Medicaid Eligibility Specialist Designated to CEI**

**ACTION:**

**MOVED by Chris Swope and SUPPORTED by Carol Koenig that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI an expense contract amendment with Michigan Department of Health and Human Services to purchase Medicaid Eligibility Specialist services for the period of October 1, 2017 through September 30, 2018, and pay \$60,700.00 annually for those services.**

**MOTION CARRIED unanimously.**

### Acceptance of Steady State Budget Projections for Fiscal Year 2017/2018

Stacia Chick presented the projections for FY 17/18. The revenue and expenditure summaries were discussed. Specifically discussed was the increase in Medicaid revenue due mainly to the projected increase in Autism revenue with an offsetting increase in the Contracts – Inpatient & Claims line due to the projected increase in projected ABA services to Autism consumers. Also discussed was the wage lapse as this has been reduced from last year, as there is less lapse projected. Stacia noted that approximately \$1.4M of the \$2M increase in Fringes was due to the increase in MERS, which was included in the Steady State Assumptions that were approved by the committee in May. Stacia also reminded the committee of their approval of the 7-year Loss Reserve Provision plan. The allocation of the budget variance among programs was discussed. Discussion ensued as to the surpluses and deficits among several programs. The allocation among the administrative programs was also reviewed. Cuts among programs will be brought to the committee in August for approval before the final budget is approved in September.

### 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, Ingham Counties accepts the Steady State Budget Projections for Fiscal Year 2017/2018.

MOTION CARRIED unanimously.

### Old Business:

None.

### New Business:

Jeff Fleming from Union Local 459 spoke about the deficit and about the Board's decisions to contribute more to MERS and to savings. Jeff said he felt the pay increases were necessary, and spoke to disadvantages of deciding not to approve wage increases.

### Closed Session

MOVED by Kam Washburn and SUPPORTED by Raul Gonzales to move into closed session to discuss labor negotiations.

A roll-call vote was taken on the motion to move into closed session.

Yes: Brehler, Gonzales, Koenig, Swope

**MOTION CARRIED unanimously**

The Finance Committee returned to open session at 6:50 p.m.

**Public Comment:**

None.

**Adjournment:**

The meeting was adjourned at 6:50 p.m. The next regularly scheduled Finance Committee meeting is June 14, 2017, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

**Minutes Submitted by:**

Darby Vermeulen  
Finance Secretary