



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, December 13, 2017, 5:30 p.m.
812 E. Jolly Road, Conference Room G11-C
Lansing, MI 48910

Committee Members Present:

Joe Brehler, Kam Washburn, Kay Randolph-Back, Raul Gonzales, Carol Koenig

Committee Members Absent:

Chris Swope (Notified Staff of Absence)

Staff Present:

Stacia Chick, Darby Vermeulen, Joanne Holland, Sara Lurie, Ericanne Spence, Shana Badgley, Deb Willard, Joyce Tunnard

Public Present:

None.

Other Board Members Present:

None.

Call to Order:

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

Previous Meeting Minutes:

MOVED by Raul Gonzales and SUPPORTED by Kam Washburn to approve the meeting minutes of November 8, 2017.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Raul Gonzales and SUPPORTED by Kay Randolph-Back to adopt the agenda.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None.

BUSINESS ITEMS:

Revenue Contract Amended Funding: Michigan Department of Corrections

Ericanne Spence presented an amendment to the existing contract for parole. This contract continues to be extended and value added. At any time, there are 8-9 parolees residing in treatment.

ACTION:

MOVED by Kam Washburn and **SUPPORTED** by Raul Gonzales that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to accept the extended contract for the Michigan Department of Corrections. This contract covers the period from 12/19/17 through 9/30/18 and increases the current contract value by \$310,000 for a total estimated aggregate contract value of \$2,995,568.

MOTION CARRIED unanimously.

Expense Contract Renewals: Residential Type A Contracts

Shana Badgley presented two type A contract homes. The dates of the contract have been changed from the calendar year to the fiscal year. Discussion ensued as to SSI funds and how they are being used. Kay Randolph-Back expressed concern about rate-setting and needing to cover additional costs with general fund.

Carol Koenig joined the meeting at 5:40 p.m.

ACTION:

MOVED by Kam Washburn and **SUPPORTED** by Raul Gonzales that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to renew the contracts with Joy Mbelu, Blessed Home, and Ruby Strudwick, Strudwick AFC Inc. #1, to purchase residential services with the per diem rates of \$32.59 (Level I), \$52.89 (Level II), and \$73.20 (Level III) for the period of January 1, 2018 through September 30, 2018.

MOTION CARRIED unanimously.

JP Morgan Chase Tax-Exempt Borrowing for Renewal of Turner St. Lansing Loan

Sara Lurie presented resolutions for two facilities that need their loans renewed at the committee and board level.

ACTION:

MOVED by Carol Koenig and **SUPPORTED** by Raul Gonzales that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to adopt the JP Morgan Chase Bank certified resolution regarding borrowing and tax qualifications for the renewal of the Turner Street loan.

MOTION CARRIED unanimously.

JP Morgan Chase Tax-Exempt Borrowing for Renewal of Van Atta Rd. Okemos Loan

Sara Lurie presented resolutions for two facilities that need their loans renewed at the committee and board level.

ACTION:

MOVED by Carol Koenig and **SUPPORTED** by Raul Gonzales that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to adopt the JP Morgan Chase Bank certified resolution regarding borrowing and tax qualifications for the renewal of the Van Atta Road loan.

MOTION CARRIED unanimously.

Expense Contract Renewal: The Accident Fund Insurance Company (Workers' Compensation Renewal)

Stacia Chick presented the contract to renew Workers' Comp, which covers the 2018 calendar year.

ACTION:

MOVED by Kam Washburn and **SUPPORTED** by Raul Gonzales that the Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into policy renewal with The Accident Fund Company to provide workers' compensation

insurance for the period of January 1, 2018 through December 31, 2018 and pay \$400,762.00 for this insurance coverage.

MOTION CARRIED unanimously.

Expense Contract Renewal: 44North

Stacia Chick presented a renewal with 44North, who is CEI's third-party healthcare administrator. Discussion ensued as to the frequency of usage for both the Teledoc and HealthE-Shopper incentives, as well as the future of each program at CEI.

ACTION:

MOVED by Raul Gonzales 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 to enter into a contract renewal with 44North to purchase administrative services for the CMHA-CEI Blue Care Network Health Reimbursement Arrangement (BCN HRA) plan deductibles and pay \$17.45 per month per employee enrolled in CMHA-CEI BCN HRA plans for those services, plus \$495 annual administration fee, and to purchase a bundled package for Teladoc, HealthE-Shopper, and Claims Cleansing services and pay \$13.00 per employee enrolled in CMHA-CEI healthcare plans for the services for the period of January 1, 2018 through December 31, 2018.

MOTION CARRIED unanimously.

Old Business:

Stacia Chick reported on the FY16 audit. She stated that the auditors no longer wanted numbers reported in the Fixed Asset Reserve, as has been the procedure since 2003. The auditors offered different options for other ways to report the numbers, and Stacia Chick and Joe Brehler chose one of the options with the least amount of impact. Plante Moran gave a new deadline of 12/31/17. Discussion ensued as to why this firm would choose to flag this particular item, when the last firm used for the audit did not. Joe Brehler discussed his concern that this issue was not brought up until the very end of the audit, which is further delaying the completion of the audit.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 6:10 p.m. The next regularly scheduled Finance Committee meeting is January 10, 2018, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

**Darby Vermeulen
Finance Secretary**