



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, July 11 2018

5:30 p.m.

812 E. Jolly Rd, Conference Room G11-C

Lansing, MI 48910

Committee Members Present:

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

Committee Members Absent:

None.

Staff Present:

Stacia Chick, Darby Vermeulen, Ericanne Spence, Sara Lurie, Gwenda Summers, Joanne Holland, Shana Badgley, Jennifer Stanley

Public Present:

None.

Other Board Members Present:

Dianne Holman

Call to Order:

The meeting was called to order by Chairperson Joe Brehler at 5:31 p.m.

Previous Meeting Minutes:

MOVED by Chris Swope and SUPPORTED by Raul Gonzales to approve the meeting minutes of June 13, 2018.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Chris Swope and SUPPORTED by Kam Washburn to amend the revised agenda, removing Action Item #7, making Action Item #6 a non-action item, and adding the preliminary steady state budget under Old Business .

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None.

BUSINESS ITEMS:

Expense Contract Renewal: Pine Rest Christian Mental Health Services

Jennifer Stanley presented a renewal for telepsychiatry with Pine Rest. CEI is paying for the full 2,080 hours a year to the psychiatrist. The rate has not been increased, and the same psychiatrist used last year will continue within this contract.

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Chris Swope 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 Pine Rest Christian Mental Health Services to purchase tele psychiatry services from Pine Rest Christian Mental Health Services for the period of October 1, 2018 to September 30, 2019 and pay \$343,200/year for those services.

MOTION CARRIED unanimously.

Revenue Contract Renewal: Ingham County, Office of Community Corrections

Ericanne Spence notified the committee that she received an email that this contract is being put out for bid, whereas CEI has not had to bid for the contract in the past. The scope of the contract is the same that CEI has been using for many years. Ericanne wanted to let the committee know that there is a chance CEI may not receive this contract for the first time in many years. The request for proposal is due August 8, and Ericanne is assuming a quick turnaround from there. For information only.

Carol Koenig entered the meeting at 5:34 p.m.

Contract Renewals

Shana Badgley brought eight AMHS contract renewals to the committee.

MOVED by Chris Swope and SUPPORTED by Raul Gonzales that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into the following contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewal: Jacque D. Moss Ph.D., PO Box 853, Okemos, MI 48864
\$100 per hour and Neuropsychological testing at a rate of \$500 per Neuropsychological Assessment to be paid to Jacque D. Moss, Ph.D., for the period of October 1, 2018 through September 30, 2019. Raul asked if there is a back-up for Dr. Moss, and Shana clarified there is not.

Expense Contract Renewal: Nathaniel Asche, 16960 Black Walnut Lane, East Lansing, MI 48823

\$280 per Occupational Therapy assessment and \$45/hour (OT meeting with community) to be paid to Nathaniel Asche for the period of October 1, 2018 to September 30, 2019.

Revenue Contract Renewal: 65 B District Regional Mental Health

\$40,754 to be received to provide a .5 Mental Health Therapist for the continuation of a Mental Health Court in Clinton County for the period of October 1, 2018 through September 30, 2019.

Revenue Contract Amendment: Michigan Department of Health and Human Services (MDHHS) – Strong Families Safe Children Coordination (FP16-19001)

An additional \$6,786.00 to be received for a total of \$27,144.00 to provide collaboration with Michigan Department of Health and Human Services – Strong Families Safe Children Coordination, for the period of October 1, 2018 through September 30, 2019.

Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS), Comprehensive Services for Behavioral Health, Hispanic Behavioral

Health Services

\$75,000 to be received to provide mental health services to the Hispanic population without Medicaid within Clinton, Eaton and Ingham Counties for the period of October 1, 2018 through September 30, 2019.

Expense Contract Renewal: Medstar Ambulance

Contract renewal with Medstar Ambulance for FY 19 to agree to pay the below rate schedule, plus \$7.25 per loaded mile for the period of October 1, 2018 through September 30, 2019.

Rate Schedule:

Service Description	Contract Fee	Detail
SCT (MICU) A0434	\$730.00	
ALS ER 2 A0433	\$617.00	
ALS ER A0427	\$426.00	
ALS Non-ER A0426	\$270.00	
ALS Wait & Return	\$80.00	Per every ½ hour *Please indicate the need for a wait and return when you call to schedule
BLS ER A0429	\$359.00	
BLS Non-ER A0428	\$225.00	
BLS Wait & Return	\$70.00	Per every ½ hour *Please indicate the need for a wait and return when you call to schedule
IV Starts	\$100.00	
Bariatric Charge	\$100.00	Each Way
Mileage	\$7.25	
Wheel Chair Van		
Scheduled	\$30.00	
Mileage	\$2.00	
Scheduled/No Transport	\$30.00	
Wait & Return	\$25.00	Per every ½ hour *Please indicate the need for a wait and return when you call to schedule

*All Base Rate Charges shall be in accordance with the most current definitions of each level of service as set for by the Centers for Medicare and Medicaid Services (CMS). The rates set forth herein shall increase annually by the same percentage as the Ambulance Inflation Factor (AIF), if a positive number, as published annually by CMS and without adjustment, setoff or reduction by the Multifactor Productivity Index.

Expense Contract Renewal: Mobile Medical Response, Inc. (MMR)

Contract renewal with Mobile Medical Response, Inc. to agree to pay the below rate schedule, plus \$13.75 per loaded mile for the period of October 1, 2018 through September 30, 2019. The rates have increased from FY18.

Rate Schedule:

Service Description	Contract Fee
Basic Life Support – Emergency	\$475.00
Basic Life Support – Non-Emergency	\$375.00
Advance Life Support 1 – Emergency	\$592.00
Advance Life Support 1 – Non- Emergency	\$475.00
Advance Life Support 2	\$780.00
Specialty Care Transport	\$925.00
Mileage (per loaded mile)	\$13.75

*All Base Rate Charges shall be in accordance with the most current definitions of each level of service as set for by the Centers for Medicare and Medicaid Services (CMS). The rates set forth herein shall increase annually by the same percentage as the Ambulance Inflation Factor (AIF), if a positive number, as published annually by CMS and without adjustment, setoff or reduction by the Multifactor Productivity Index.

Expense Contract Renewal: Patriot Ambulance

Contract renewal with Patriot Ambulance to agree to pay the below rate schedule, plus \$7.23 per loaded mile for the period of October 1, 2018 through September 30, 2019.

Rate Schedule:

Service Description	Contract Fee
Basic Life Support	\$190.58
Advance Life Support	\$224.17
Mileage (per loaded mile)	\$7.23

*All Base Rate Charges shall be in accordance with the most current definitions of each level of service as set for by the Centers for Medicare and Medicaid Services (CMS). The rates set forth herein shall increase annually by the same percentage as the Ambulance Inflation Factor (AIF), if a positive number, as published annually by CMS and without adjustment, setoff or reduction by the Multifactor Productivity Index.

Dianne Holman entered the meeting at 5:38pm.

MOTION CARRIED unanimously.

Contract Renewals

Gwenda Summers brought nine Families Forward contract renewals.

MOVED by Chris Swope and SUPPORTED by Raul Gonzales that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into the following contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewal: Children's Trauma Assessment Center (CTAC)

\$40,000 to be paid for the period of October 1, 2018 through September 30, 2019 for training development of a trauma informed children's mental health system to CMHSP's.

Expense Contract Renewal: Jennifer Wilgocki

\$44,000 to be paid to Jennifer Wilgocki for the period of October 1, 2018 through September 30, 2019 to provide Trauma-Focused Cognitive Behavioral Therapy to CMHSP's.

Expense Contract Renewal: Kelly Wilson

\$44,000 to be paid to Kelly Wilson for the period of October 1, 2018 through September 30, 2019 to provide Trauma-Focused Cognitive Behavioral Therapy to CMHSP's.

Expense Contract Renewal: Saginaw County Community Mental Health

\$34,000 to be paid for the period of October 1, 2018 through September 30, 2019 to Saginaw County CMH to provide PMTO training.

Revenue Contract Renewal: Children's Trauma Initiative - Michigan Department of Health and Human Services (MDHHS)

\$496,438 to be received for the period of October 1, 2018 to September 30 to provide coordination services for Trauma Focused-Cognitive-Behavioral Therapy training.

Revenue Contract Renewal: Children's Crisis Stabilization Services – Federal Block Grant, Michigan Department of Health and Human Services (MDHHS)

\$100,000 to be received for the period of October 1, 2018 to September 30, 2019 for Intensive Crisis Stabilization services through Parent Support Partner positions.

Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Mental Health and Juvenile Justice Federal Block Grant

\$100,000 to be received for the period of October 1, 2018 to September 30, 2019 for mental health/juvenile justice initiative funding from the Michigan Department of Health and Human Services.

Revenue Contract Renewal: Parent Management Training (PMTO) – Michigan Department of Health and Human Services

\$135,327 to be received for the period of October 1, 2018 through September 30, 2019 to provide Parent Management Training- Oregon regional oversight and training.

Revenue Contract Renewal: Adding Crisis Residential Services to the Existing Crisis Respite Home- Michigan Department of Health and Human Services (MDHHS)

\$100,000 to be received for the period of October 1, 2018 to September 30, 2019 to develop additional services to become a full crisis residential home.

MOTION CARRIED unanimously.

Expense Contract Renewal and Amendment: Respite Services

Sara Lurie presented an amendment for the addition of a respite opportunity, inadvertently left out on a previous request, for the YMCA of Lansing Oak Park.

ACTION:

MOVED by Chris Swope and SUPPORTED by Kam Washburn 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 renew the contract with the provider listed below and purchase Respite Services for the period of June 1, 2018 through September 30, 2018 and pay per the rate schedule below.

Rate Schedule:

Name of Camp & License #	Camp Contact Info	Codes	Cost
YMCA of Lansing Oak Park YMCA CD330276540 and SD330276544	900 Long Blvd Lansing, MI 48911 (517)827.9700 Office: 119 N. Washington Square Lansing, MI 48933	T1005 H0045 T2036 T2037	Session Rates: \$100 - \$143 *cost dependent on Membership and length of camp session.

	lseward@ymcaoflansing.org		
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MOTION CARRIED unanimously.

Old Business:

Stacia Chick provided a FY17 audit update. She reported that Plante Moran has a draft of the financial statements; however, the final statements will not be released until the compliance and single audit are completed. The testing for these audits will begin on Monday, July 16. After the testing is complete and the report is drafted, it usually takes 2-3 weeks to get through the standards review, and CEI has asked Plante Moran to have the audits issued by August 15. The State has been notified of this delay and anticipated date of completion. Joe Brehler said he doesn't understand why there seem to be issues that come up at the end of an audit, when someone higher up at Plante Moran caught something that a lower level auditor did not.

Chris Swope asked how much time is left on the contract with Plante Moran, and Stacia said there is one year left. CEI will be putting out an Audit RFP probably in early Spring for the next three years. Carol Koenig asked how much the contract with Plante Moran is worth, and Stacia reported it is around \$55,000 per year. She suggested bringing up the delay issues when Plante Moran comes to present the audit.

Sara Lurie added that Plante Moran's review process seems to be the biggest hold up of the audit right now. Stacia noted that one difference could be the size of Plante Moran, and how a larger corporation conducts business versus a smaller corporation. Kay Randolph-Back suggested speaking with someone with more executive authority to see what needs to happen in the future to ensure future audits aren't delayed in the same way. Joe noted that he is unsure how much a large corporation like Plante Moran knows about an agency like CEI, and whether that makes any difference in the business processes conducted resulting in delays. Stacia spoke about a firm that handles many CMH audits, who have a greater knowledge of similar agencies. Carol Koenig said she would like Stacia to keep notes on these issues with Plante Moran to have for future potential RFP bidding processes.

Preliminary Steady State Budget

Stacia said she has included MSHN's budget projections in the latest preliminary budget for CEI, and there was a decrease in the Medicaid line item, partially due to

MSHN anticipating a decrease in autism rates going into FY19. CEI needs to submit the Medicaid expenditures budget to MSHN by next Monday. This affects program budgets in FY19. Stacia noted that Local 459 has been notified of these changes.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 6:02 p.m. The next regularly scheduled Finance Committee meeting is August 8th, 2018, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

Darby Vermeulen
Finance Secretary