



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE
Meeting Minutes
Wednesday, April 10th, 2019
5:30 p.m.

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

Committee Members Present:

Dave Pohl, Raul Gonzales, Joe Brehler, Kay Randolph-Back

Committee Members Absent:

Emily Stivers

Staff Present:

Stacia Chick, Darby Vermeulen, Ericanne Spence, Joanne Holland, Sara Lurie, Jennifer Stanley

Public Present:

Ed Hamm

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 Dave Pohl to approve the meeting minutes of March 13th, 2019.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Raul Gonzales and **SUPPORTED** by Dave Pohl to adopt the agenda with the addition of an audit update presented by Stacia Chick under Old Business.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

Ed Hamm introduced himself and said he is attending the Finance Committee because he is interested in Finance and would like to learn more. Ed is also a member of the Consumer Advisory Council.

BUSINESS ITEMS:

Revenue Contract Renewal: Mid-State Health Network PA2 Funding

Ericanne Spence presented a renewal with MSHN for PA2 funding. This contract starts in April, as opposed to beginning with a new fiscal year. Ericanne said there has been no change in the jail re-entry contracts. Ericanne said the RECEIPT program and the Tri-County Life Savers program, both formed in 2018, are beginning to take off. She is hoping to increase the number of individuals seen this year through both programs this year with the funds provided.

Kay Randolph-Back noted her concern and to desire to assist 17 year-old offenders as well as adult offenders within these jail programs. Ericanne said 17 year-olds in jail would have to be adjudicated to be seen in this program, and while it is possible they could be assisted through the programs, it isn't the norm. Any 17 year olds would have to be seen separate, and Ericanne would use other resources for juveniles in most cases.

Kay went on to discuss recent studies that link the use of marijuana and serious onset mental illness. She wondered whether this coalition touches on that kind of issue? Ericanne said the Prevention Coalitions in each county have prioritized this topic in their meetings, especially among the 18-21-year-old population. Discussion ensued on the topic of marijuana use among different age groups and the prevalence of mental illness in those populations.

ACTION:

MOVED by Raul Gonzales and **SUPPORTED** by Dave Pohl 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

a contract with Mid-State Health Network to provide both Suicide Prevention Activities and Jail Re-entry Services utilizing awarded PA2 funds. The amount of the contracts is \$324,305 for the period of April 1, 2019 through March 31, 2020.

MOTION CARRIED unanimously.

Contract Renewals:

Dr. Jennifer Stanley presented two contracts for ECT.

ACTION:

MOVED by Dave Pohl and **SUPPORTED** by Kay Randolph-Back 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: Meridian Professional Psychological Consultants, PC

Both contracts were previously thought to have been rolled into the Sparrow contract, but they were not. The doctor for both contracts is the same, but patients are seen under two different business names. Dr. Stanley is unsure why this is the business practice.

Expense Contract Renewal: Professional Psychological and Rehabilitation Services, PC

Kay asked if there is any discernible difference among the patients served by the two different entities. Dr. Stanley guessed that one may be paid through Medicaid, while the other takes other forms of insurance, as well.

MOTION CARRIED unanimously.

Revised Deficit Elimination Plan Fiscal Year Ending 2018 - Supportive Housing Fund

Stacia Chick presented the revised deficit elimination plan. In November, the Finance Committee approved the plan for 2018 and 2019. The Act requires the plan to be reviewed every year, even if there are no changes made, because the plan must be submitted to the Department of Treasury each year.

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Dave Pohl that the Finance Committee recommends that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize the following resolution:

Community Mental Health Authority of Clinton, Eaton, Ingham Counties

Supportive Housing Fund

Revised Deficit Elimination Plan Resolution

WHEREAS Community Mental Health Authority of Clinton, Eaton, Ingham Counties' Supportive Housing Fund has a \$119,909 deficit fund balance on September 30, 2018; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties' Board of Directors adopts the following as the Community Mental Health Authority of Clinton, Eaton, Ingham Counties' Supportive Housing Fund Deficit Elimination Plan:

	2019
Unrestricted Net Position (Deficit) Oct. 1	(119,909)
Revenue	
Rent Revenue	101,184
Proceeds from Sale of Assets	-

Local Revenue	225,500
Total Revenue	326,684
Expenditures	
Depreciation	28,720
Housing	116,426
Interest Expense	8,520
Total Expenditures	153,666
Add Back Depreciation (Net Investment in Capital Assets Net Position)	28,720
Unrestricted Net Position (Deficit) Sep. 30	81,829
	2019
Current Assets - Current Liabilities (Deficit) Oct. 1	(123,921)
Revenues	326,684
Expenditures	(153,666)
Add Back Depreciation	28,720
Current Assets - Current Liabilities (Deficit) Sep. 30	77,817

Explanation: Decrease of Rent Revenue, Depreciation Expenditures, Housing Expenditures and Interest Expenditures in 2019 due to closure of one property as a Supportive Housing Unit.

BE IT FURTHER RESOLVED that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties' Chief Financial Officer submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

IN WITNESS WHEREOF, we have hereunto set our hands and the Authority's seal effective the 18th day of April 2019.

The undersigned, Secretary of the Board of the Community Mental Health Authority of Clinton, Eaton, Ingham Counties, certifies that the foregoing is a true, correct and complete transcript of resolutions and the preamble thereto duly adopted on April 18, 2019 by the Board members at a duly convened meeting of the Board at

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MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

which a quorum was present and voting, and the same have never been rescinded or modified and are in full force and effect at the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and the Board's seal effective April 18, 2019.

(Seal)

Joseph Brehler, Secretary

MOTION CARRIED unanimously.

Old Business:

Stacia Chick presented a FY18 audit update. She said the Financial Statement audit and Single audit have both been submitted to the Dept. of Treasury. The Compliance audit is expected to be completed this month, and is due June 30. A partner from Plante Moran will be here next month to present the audit to the Finance Committee.

New Business:

None.

Public Comment:

None.

Adjournment:

The meeting was adjourned at 5:59 p.m. The next regularly scheduled Finance Committee meeting is May 8th, 2019, 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

**Darby Vermeulen
Finance Secretary**