



Community

MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, January 8th, 2020

5:30 p.m.

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

Committee Members Present:

Dave Pohl, Joe Brehler, Dianne Holman, Raul Gonzales

Committee Members Absent:

Kay Randolph-Back (Advance Notification Provided)

Staff Present:

Darby Vermeulen, Joanne Holland, Sara Lurie, Lynn Roper, Sharon Blizzard, Jennifer Stanley, Stacia Chick

Public Present:

Dwight Washington

Other Board Members Present:

Jim Rundborg

Call to Order:

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

Previous Meeting Minutes:

MOVED by Dave Pohl and SUPPORTED by Dianne Holman to approve the meeting minutes of December 11th, 2019.

MOTION CARRIED unanimously.

Dave Pohl announced that Dwight Washington will be taking his position on the Board of Directors officially starting in April. Dwight introduced himself to the committee.

Adoption of Agenda:

MOVED by Dave Pohl and **SUPPORTED** by Jim Rundborg to adopt the agenda of January 8th, 2020 with the addition of the walk-in item 'Expense Contract Amendment: Connie Srebnik – Srebnik's AFC' presented by Lynn Roper.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None.

BUSINESS ITEMS:

Expense Contract Renewal: CranHill Ranch

Lynn Roper presented a renewal to purchase respite services to increase the availability of services for children on the children's waiver.

ACTION:

MOVED by Dianne Holman and **SUPPORTED** by Dave Pohl that the Finance 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 renewal with CranHill Ranch and purchase respite services for the retroactive period of January 1, 2020 through September 30, 2020 and pay per the rate schedule below.

CranHill Ranch
Child and Adult Camps
CR540200774 and SR540200161

14444 17 Mile Road
Rodney, MI 49342
evelyn@cranhillranch.com

Rate Schedule:

Service	Code	Modifier	Rate**	Unit
Respite Care at Camp Overnight Low Need*	T2036		\$20.00 per day 11/8/20 – 11/10/19 only	Per session (1 night = 1 session)
Respite Care at Camp Overnight Moderate Need*	T2036		\$30.00 per day 11/8/20 – 11/10/19 only	Per session (1 night = 1 session)
Respite Care at Camp Overnight High Need	T2036		\$70.00 per day 11/8/20 – 11/10/19 only	Per session (1 night = 1 session)
Respite Care at Camp Overnight	T2036		\$103.00 per day Summer sessions only, effective: 6/15/20 – 8/14/20	Per session (1 night = 1 session)

*Levels can be paid at a higher rate based on the needs of the person, and should be requested and authorized in advance.

** Families may choose to utilize their respite authorization to pay a portion of camp costs. Payment from CMHA-CEI to IKUS will be the rate less any amount paid to IKUS by the family or scholarship funds.

MOTION CARRIED unanimously.

Raul Gonzales entered the meeting at 5:34 pm.

Expense Contract Change Order: Rehmann Robson Financial Outsourcing Services

Stacia Chick presented a change order to the contract with Rehmann Robson. An additional staff member was added to the current roster. Dave asked if there is a cap on the dollar amounts paid out for these services, and Stacia said the Finance budget is her guide to how much can be spent. She went on to explain that RR has been brought on to supplement the Accounting area, as the two current accountants staffed by CEI are new to governmental accounting. Stacia will eventually post the accounting position, potentially after the audit has been completed. She went on to say that the software implementation makes it more difficult to hire a new accountant at the moment.

ACTION:

MOVED by Dave Pohl and SUPPORTED by Jim Rundborg that the Finance

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 change order with Rehmann Robson to purchase Financial Outsourcing Services for the Finance Department in addition to those services previously agreed upon and pay a flat rate of \$125 per actual hour worked January 6, 2020 through July 31, 2021 and thereafter month to month, plus reimbursement for actual out of pocket expenses. The contract term is from January 6, 2020 through July 31, 2021 and thereafter month to month for those services until terminated by either party following a 60-day written notice.

MOTION CARRIED unanimously.

Expense Contract Amendment: Connie Srebnik – Srebnik’s AFC

Stacia presented this item for an individual who was placed out of county for a very short period of time. The level of care needed for this individual is much higher than CEI normally sees, and the provider is looking for funds to cover that additional care. CEI does not currently have a contract with Srebnik’s AFC.

ACTION:

MOVED by Dave Pohl and **SUPPORTED** by Raul Gonzales that the Finance 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 amendment with Connie Srebnik to purchase specialized residential services for one consumer with an increased level of care at the location listed below and pay a per diem rate of \$120.00 for service codes H2016 and T1020, independent of any amount paid to the home for room and board as calculated in the consumer’s ability to pay, for the retroactive period of September 4, 2019 through September 12, 2019.

Facility Name	Facility Address	License Number
Srebnik’s AFC	3386 Wildwood Lane Rogers City MI, 49779	AF710285613

MOTION CARRIED unanimously.

FY2020 Medicaid Revenue Update – For Information Only

Stacia Chick presented a Medicaid Revenue update to the committee. She reminded the group that going into Steady State, CEI did not have final rates from the State and MSHN's projections were lower than CEI's projections. Stacia went on to say if the revenue is projected out through 2020, we will be under budget by about \$3.7M. However, there were some issues that arose from the first 3 months of 2019, i.e., CEI wasn't paid for services for several individuals. We will be receiving those funds by January 16, so Stacia will know more then. Once we know how the State will be correcting the payments, the projections will be more accurate. Stacia recommended monitoring future payments to ensure this doesn't happen again, starting with January payments.

Stacia said CEI is looking at lapsing significantly less for 2019 than previous years.

Old Business:

None

New Business:

None

Public Comment:

None

Adjournment:

The meeting was adjourned at 5:47 p.m. The next regularly scheduled Finance Committee meeting is February 12th, 2020 at 5:30 p.m., 812 E. Jolly Rd, Lansing, Conference Room G11-C.

Minutes Submitted by:

Darby Vermeulen
Finance Administrative Assistant