



Finance Committee Members:  
Joe Brehler, Chairperson  
Tim Hanna, Vice Chairperson  
Ryan Sebolt  
Dianne Holman  
Paula Yensen

**FINANCE COMMITTEE  
AGENDA  
Wednesday, March 13<sup>th</sup>, 2024  
5:30 p.m.  
812 E. Jolly Rd, Atrium  
Lansing, MI 48910**

**Join Zoom Meeting**  
<https://zoom.us/j/98547470124>  
**Meeting ID: 985 4747 0124**

**\*Action Items**

- 1. Call to Order**
- 2. Previous Meeting Minutes – January 10<sup>th</sup>, 2024**
- 3. Adoption of Agenda**
- 4. Public Comment on Agenda Items**

**BUSINESS ITEMS:**

- \*5. 812 East Jolly Road Renovations: New Furniture/Furnishings Conference Rooms G-11A, B and C – John Peiffer**
- \*6. 405 Greenlawn Suite 305: New Haworth Systems Office Furniture – John Peiffer**
- \*7. 405 Greenlawn Suites 230, & 305, New IT Infrastructure Equipment – John Peiffer**
- \*8. Expense Contract Renewal: Zoom – Joanne Holland**
- \*9. Expense Contract Amendment: Centered Care LLC – Marie Carrell**

*If you need accommodations in order to fully participate in this meeting, please call 517-346-8238. If, however, you are deaf/hard of hearing or deaf/blind, please call Michigan Relay Center, TTY/Voice by dialing 711 or 844-578-6563 and ask them to forward your message to the above number. Requests must be made no later than 48 hours prior to the meeting. This meeting is open to all members of the public under Michigan's Open Meetings Act.*

- \*10. Expense Contract Amendment: Case Management of Michigan  
- Shana Badgley**
- 11. Unfinished Business**
- 12. New Business**
- 13. Public Comment**
- 14. Adjournment**



**FINANCE COMMITTEE**  
**Meeting Minutes**  
**Wednesday, February 14<sup>th</sup>, 2024**  
**5:30 p.m.**  
**812 E. Jolly Rd, Atrium**  
**Lansing, MI 48910**

**Join Zoom Meeting**  
<https://zoom.us/j/98547470124>  
**Meeting ID: 985 4747 0124**

**Committee Members Present:**

**Tim Hanna**  
**Joe Brehler**  
**Paula Yensen**  
**Dwight Washington – Bath, MI**

**Committee Members Excused:**

**Ryan Sebolt**

**Staff Present**

**Darby Vermeulen, Sara Lurie, Sue Panetta, Liz Parker, Marie Carrell, John Peiffer,  
Jana Baylis, Joanne Holland, Amy Rottman – Rehmann Robson, Dr. Jennifer  
Stanley, KC Brown**

**Other Board Members Present:**

**Dianne Holman**

**Public Present:**

None

**Others 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 Tim Hanna and SUPPORTED by Dianne Holman to approve the Finance Committee meeting minutes of January 10<sup>th</sup>, 2024.

MOTION CARRIED unanimously.

**Adoption of Agenda:**

MOVED by Tim Hanna and SUPPORTED by Paula Yensen to adopt the agenda of February 14<sup>th</sup>, 2024.

MOTION CARRIED unanimously.

**Public Comment on Agenda Items:**

None

**BUSINESS ITEMS:**

**Expense Contracts**

MOVED by Tim Hanna and SUPPORTED by Dianne Holman 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 expense contracts based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

**New Expense Proposal: Families Forward ICC Post Renovation - 5303 S Cedar Building 2**

John Peiffer explained the ICC renovations to new Board member Paula Yensen. There is some new furniture that is needed to fill in the renovated spaces on the

second floor at ICC and to replace old and worn furniture. The furniture will be purchased from DBI 912 E Michigan Ave, Lansing, MI 48912 off the State of Michigan MIDEal purchasing plan at a price of \$69,880.66.

**Expense Contract - Lease Renewal: 3962 Vanneter Road, Williamston, Michigan 48895**

John explained that this is a provider that provides round the clock services in the home. This is a licensed home. The providers that have occupied this home over the years have done a good job of taking care of the consumers that reside there.

MOTION CARRIED unanimously.

**Expense Contracts**

MOVED by Tim Hanna and SUPPORTED by Dianne Holman 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 expense contracts based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

**Expense Contract Amendment: St. Francis Camp on the Lake**

Marie Carrell said that Medicaid allows families to use respite to provide relief to caregivers. One respite option is through camps. St. Francis’ Board decided they wanted to amend their rates. This contract is for the retroactive period of October 1, 2023 through September 30, 2024.

Service Description	Modifier	Unit	Rate
H0045 Respite care services in out-of-home setting	UN – 2 consumers served UP – 3 consumers served	Per Diem	\$700.00 Per Session \$116.67 Per Day
Residential Camp for Staff Supervision of 3:1			
H0045 Respite care services in out-of-home setting	N/A	Per Diem	\$950.00 Per Session \$158.33 Per Day

Residential Camp for Staff supervision of 1:1			
H0045 Respite care services in out-of-home setting Day Camp for Staff Supervision of 3:1	UN – 2 consumers served UP – 3 consumers served	Per Diem	\$350.00 per Session
H0045 Respite care services in out-of-home setting Day Camp for Staff Supervision of 1:1	N/A	Per Diem	\$575.00 per Session

\*\*Rates are 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 the camp will be the rate less any amount paid to the camp by the family or scholarship funds.

**Expense Contract Renewal: Camp Fish Tales**

**Marie Carrell presented this renewal with Camp Fish Tales for the rates identified below. This contract is for the retroactive period of October 1, 2023 through September 30, 2024.**

Camp Fish Tales - 2177 E. Erikson Rd., Pinconning, MI, 48650			
Service Description	Modifier	Unit	Rate
H0045 Respite care services in out-of-home setting Level 1 Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served	Per Diem	\$250.00 Per Session \$88.33 Per Day

	US – 6+ consumers served		
H0045 Respite care services in out-of-home setting Level 1 Adult Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$250.00 Per Session \$83.33 Per Day
H0045 Respite care services in out-of-home setting Level 1 Week Long Camp	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$762.00 Per Session \$127.00 Per Day
H0045 Respite care services in out-of-home setting Level 2 Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$350.00 Per Session \$116.67 Per Day
H0045 Respite care services in out-of-home setting	UN – 2 consumers served UP – 3 consumers served	Per Diem	\$350.00 Per Session \$116.67 Per Day

Level 2 Adult Weekend	UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served		
H0045 Respite care services in out-of-home setting Level 2 Week Long Camp	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$1,116.00 Per Session \$186.00 Per Day
H0045 Respite care services in out-of-home setting Level 3 Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$450.00 Per Session \$150.00 Per Day
H0045 Respite care services in out-of-home setting Level 3 Adult Weekend	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$450.00 Per Session \$150.00 Per Day

H0045 Respite care services in out-of-home setting Level 3 Week Long Camp	UN – 2 consumers served UP – 3 consumers served UQ – 4 consumers served UR – 5 consumers served US – 6+ consumers served	Per Diem	\$1,524.00 Per Session \$254.00 Per Day
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\*\*Rates are 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 the camp will be the rate less any amount paid to the camp by the family or scholarship funds.

**MOTION CARRIED unanimously.**

**Expense Contracts**

**MOVED by Dianne Holman and SUPPORTED by Tim Hanna 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 amendments based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:**

**Expense Contract Amendment: Residential Type A – Jennifer Burgess (Golden Hearts)**

**Liz Parker presented in Shana’s absence. This contract is going to be reimbursed by the State for an individual that needs 1:1 services in one of our homes. This contract is for the period of January 15, 2024 through September 30, 2024.**

Fee Schedule				
Service Level	Service Description	Billing Code	Unit	Rate

Enhanced Staffing	Community Living Supports in Licensed Specialized Residential Setting	H2016	Per Hour (Added to H2016 Per Diem Rate)	\$26.00
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**Revenue Contract Amendment: Network180 - NAVIGATE**

Liz said this is similar to the grant that we had last year, the only changes were that we increased FTE by .25 and the dollar amount of the grant increased with the FTE change. CMHA-CEI will enter into a contract amendment with Kent County CMHA dba Network180 to receive additional Mental Health Block Grant 10% Set Aside-First Episode Psychosis grant funds in the new total amount of \$610,108 to provide services to individuals enrolled in the NAVIGATE Program for the period of October 1, 2023 to September 30, 2024.

MOTION CARRIED unanimously.

**Maner Costerisan Preliminary Governance Letter**

Sue Panetta said its a requirement that we show this to the Board regarding the services Maner Costerisan will provide to CEI regarding our financial audits.

**Medicaid Report Update**

Sue said we have historically given this update to report Medicaid funds received from MSHN. This report no longer has much value, and Sue and Amy have developed a new report that should provide additional information. When we added CCBHC to the Medicaid report, it made the report unusable. If the Committee wants to continue to see the report, Sue will continue to provide it. Joe said he has never been particularly interested in seeing the numbers on the Medicaid report. He was more concerned about anomalies like the \$20M we ended up with one year. Sue said the Bucket Report Amy will be sharing with the committee will be able to provide the information the Board needs. Joe said his only concern is knowing if there is a problem on the horizon.

**FY2023 Financial Update**

Amy Rottman provided an update to the FY23 financials. We have reports from MSHN and the auditors to calculate how much we have earned from the PPS-1 rate and the daily visits and how much we will be lapsing to MSHN. Amy said this total

number is not yet certain. The auditors will be providing the final 2023 financial statements in April.

#### FY2024 Q1 Financial Update

Amy reviewed the financial statements with the committee. The Statement of Position has been updated to provide the year end audit entries. This is important because our assets and liabilities carry over year to year.

One thing noted as a significant change from last year is the change in pension liability and the deferred pension amounts. We use the actuarial evaluation from MERS and apply the GAP logic to meet all requirements of the pension liability. Our liability has gone up significantly because investments in 2022 had losses. This report is based on activity from December 2022. We will receive a new actuarial report in May. We always use the prior report to assess liability. At the time of the report, there were significant investment challenges. CEI is now at 78% funded. With the economy shifting in 2023, it is likely this will move up again once we receive the reports in May, which will then drive the liability down.

Amy noted we have an \$18.6M deficit in net position which is mainly due to the pension liability.

Amy then reviewed the income statement with operating revenues and expenses. There is a comparison here to the revised budget. There has been fluctuation in Medicaid, HealthyMI, Medicaid revenue, and MSHN capitation settlement. We are currently about \$3.5M under budget on the revenue side. Amy noted that this is not for lack of available revenue.

On the expense side, we are under budget by about \$5.5M. We had about 40 positions in the amended budget that were not filled by December. We will begin to see these fill in January financials. In comparing revenue and expense, we have a surplus of about \$1.9M. This is what CEI gets to retain in the first quarter. There is a trend under CCBHC where CEI remains in positive net position.

Sue wanted to note that the State Inpatient bills are normally two months behind, which is partly why we are under budget in the Claims and State Inpatient line.

Amy said we intentionally increased our budget for this year as providers needed rate increases and we are seeing more individuals served. She noted that all services are capitated services.

Finally, Amy reviewed a list of grants and earned contracts.

Amy then discussed the bucket report with the committee. She said this report has been consolidated to make it a little more manageable for the Board. This page summarizes the categories which are most alike. The report is through Q1 2024, and it projects out all of FY24 based on Q1. All capitation funding from MSHN has been consolidated into the Medicaid and HealthyMI column. We do have a lapse of \$7.5M at this point in the year. With CCBHC, we have a surplus of \$3.1M in the first quarter. Amy noted all SUD services are falling into the Local Activity bucket, and we have about \$1.1M we need to cover with other funding sources.

Projecting out the Q1 activity, we expect to lapse dollars to MSHN at about \$13M. We also expect a gain in net position of about \$7.6M. This is where we have added our previous savings from FY23 and before. We have about \$6.2M saved from operations and small surpluses year over year, resulting in a \$13.8M surplus at the end of FY24. Tim said this is a good report and he much prefers it over the Medicaid Revenue report.

Sara asked, "Looking at our picture right now, is it advisable to give any money to MERS?" Amy said there could be an opportunity, but she says this cautiously. A contribution could potentially take place this year, but it limits us and does not impact the MSHN lapse to the same extent as a payment to MSHN would.

Unfinished Business

None

New Business

None

Public Comment:

None

The meeting was adjourned at 6:37 p.m. The next regularly scheduled Finance Committee meeting is Wednesday, March 13<sup>th</sup>, 2024 5:30pm, 812 E. Jolly Rd, Atrium.

**Minutes Submitted by:**

**Darby Vermeulen**

**Finance Administrative Assistant**



**Agenda Item:** Finance Committee  
Agenda Item #F-5

**Month, Year:** March, 2024

**Major Program:** General Administration

**Component Program:** Property and Facilities

**Agenda Item Title:** 812 East Jolly Road Renovations: New Furniture/Furnishings  
Conference Rooms G-11A, B and C

**SUMMARY OF CONTRACT/PROPOSAL:**

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) is seeking approval to purchase new conference room board-style furniture and furnishings in order to update Conference Rooms G-11A, B, and C located at 812 East Jolly Road.

The existing tables and furnishings are original to when the building construction was completed in 1998.

Purchase Details: Updates include new wall coverings, new trim cove base, new board room style tables, new chairs, new wiring track for data and electrical cables to support audio visual needs. All furniture will be purchased from DBI, 912 E Michigan Ave, Lansing, MI 48912, off the State of Michigan MIDeal purchasing plan along with other materials to be purchased by Property and Facilities staff from other vendors and suppliers to complete the project.

TOTAL cost: \$89,000.00.

The expense of this purchase is reflected in CMHA-CEI's FY 2024 Fixed Asset budget. The expense for this purchase will not affect CMHA-CEI's fund balance.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to purchase new conference room furniture from DBI, 912 E Michigan Ave, Lansing, MI 48912, off the State of Michigan MIDEal purchasing plan and purchase other furnishings and materials to be purchased from other vendors and suppliers in order to upgrade the conference rooms G-11A, B and C at 812 Jolly Road at a total price of \$89,000.00.



**Agenda Item:** Finance Committee  
Agenda #F-6

**Month, Year:** March, 2024

**Major Program:** General Administration / ITRS-OP

**Component Program:** Property and Facilities

**Agenda Item Title:** 405 Greenlawn Suite 305: New Haworth Systems Office Furniture

**SUMMARY OF CONTRACT/PROPOSAL:**

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) is seeking approval to purchase new Haworth Systems Furniture for offices to support the Integrated Treatment and Recovery Services, Outpatient Program (ITRS-OP) located at 405 Greenlawn Lansing, Michigan, Suite 305.

The purchase includes Haworth Systems Furniture to furnish 21 offices and two conference rooms that will be purchased from: DBI - 912 E Michigan Ave, Lansing, MI 48912, off the State of Michigan MIDEal purchasing plan.

Total cost: \$77,799.94.

The expense of this purchase is reflected in CMHA-CEI's FY 2024 Fixed Asset budget. The expense for this purchase will not affect CMHA-CEI's fund balance.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to purchase Haworth Systems Furniture to furnish 21 offices and two conference rooms. The furniture will be purchase from DBI - 912 E Michigan Ave, Lansing, MI 48912, off the State of Michigan MIDEal purchasing plan to support ITRS-OP located at 405 Greenlawn Lansing, Michigan, Suite 305, at a price of \$77,799.94.



**Agenda Item:** Finance Committee  
Agenda Item #F-7

**Month, Year:** March, 2024

**Major Program:** General Administration/ITRS-OP/AMHS STCM

**Component Program:** Property and Facilities/Information Services

**Agenda Item Title:** 405 Greenlawn Suites 230, & 305, New IT Infrastructure  
Equipment

**SUMMARY OF CONTRACT/PROPOSAL:**

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) is seeking approval to purchase new IT infrastructure equipment in order to support offices for the Integrated Treatment and Recovery Services, Outpatient Program (ITRS-OP) to be located at 405 Greenlawn Lansing, Michigan, Suite 305 and AMHS Short Term Case Management Program located at 405 Greenlawn Lansing, Michigan, Suite 230.

The startup purchases of required IT Equipment includes server racks, cable management, switches, routers, power distribution units, uninterruptible power supply units, work station data cables, software, and other onsite IT equipment necessary to support the day to day business operations of the two programs. The total cost noted below also includes annual communications agreements with both Comcast and AT&T for an annual cost of \$9,898.20.

Total cost for all IT Infrastructure Equipment for startup at this location: \$116,724.20.

The expense of this purchase is reflected in CMHA-CEI's FY 2024 Fixed Asset budget. The expense for this purchase will not affect CMHA-CEI's fund balance.

**STAFF RECOMMENDATION:**

Staff recommend that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of

Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to purchase all required IT infrastructure equipment required to support the two programs (AMHS Short Term Case Management and ITRS Outpatient) being located at 405 Greenlawn in suites 230 and 305 at a total price of \$116,724.20.



**Agenda Item:** Finance Committee  
Agenda Item #F-8

**Month, Year:** March, 2024

**Major Program:** Information Services

**Component Program:** All

**Agenda Item Title:** Expense Contract Renewal: Zoom

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this proposal, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will renew its licensed services portfolio with Zoom and pay \$37,663.65 for the period of March 28, 2024 through March 27, 2025.

The expenses of this contract are reflected in CMHA-CEI's FY 2024 budget. Because this is an indirect expense, all revenue sources support this contract. The expenses of this contract are reflected in the Contract Maintenance line item of the Information Services budget. This contract will not affect CMHA-CEI's fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/  
PROPOSAL:**

CMHA-CEI has been utilizing Zoom and its products since the onset of the COVID-19 pandemic. It has been instrumental in providing secure video communication for staff, consumers, and the public. Zoom provides all CMHA-CEI staff with free accounts, which they can utilize for one on one meetings lasting up to 40 minutes. Meetings lasting longer than 40 minutes, large webinars, and phone services all require the purchase of a Zoom license.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

The Finance Committee recommends that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to renew the

licenses from Zoom for the period of March 28, 2024 through March 27, 2025 and pay \$37,663.65.



**Agenda Item:** Finance Committee  
Agenda Item #F-9

**Month, Year:** March, 2024

**Major Program:** Community Services for the Developmentally Disabled  
**Component Program:** Life Consultation and Families Forward  
**Agenda Item Title:** Expense Contract Amendment: Centered Care LLC

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this amendment, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase LPN Private Duty Nursing Services, for the retroactive period of October 1, 2023 through September 30, 2024 from Centered Care LLC at the rates listed below. This amendment is needed due to the code changes made by the State to Private Duty Nursing.

The revenue and expense of this contract is reflected in CMHA-CEI’s FY 2024 budget. The revenue sources that support these contracts are from Medicaid and the State Plan. The CLS expenses of this contract are reflected in the Contract Client line item of the Life Consultation Alternative Supports, Children’s Waiver, and Children’s Alternative Services budget. The Respite Services are reflected in the Contract Client line item of the Respite budget. This contract will not affect CMHA-CEI’s fund balance.

**DESCRIPTION OF GOODS OR SERVICES REFERENCED IN CONTRACT/  
PROPOSAL:**

Community Living Supports are provided by aides in the home or community setting to increase or maintain personal self-sufficiency, increase skills, build social skills and relationships, as well as participate in the community. Respite services help the consumer’s primary caregivers by providing them with short-term, intermittent support and relief to assist in maintaining the goal for the individual to live in their family home. Respite care through this contracts can be provided in the consumer’s home, the home of a friend or relative, or in the community. Family Training and Non-Family Training provide family focused services to family or support staff for the purpose of assisting the family in relating to, caring for, and/or living with an individual receiving services. Families and consumers

may choose their provider from those agencies meeting the qualifications of CMHA-CEI's provider panel.

Other services include Nursing services authorized on a case by case basis for individuals with specialized needs or who are receiving the Children's Waiver.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 Centered Care LLC to purchase LPN Private Duty Nursing services indicated at the rates below for the retroactive period of October 1, 2023 through September 30, 2024.

Service Title	CPT (Billing) Code	Modifier	Modifier	Modifier*	Unit	Rate
Private Duty Nursing LNP***	S9124	TE		UN/UP/ UQ/UR/ US	Per Hour	\$41.04
Private Duty Nursing LNP***	S9124	TE	TV**	UN/UP/ UQ/UR/ US	Per Hour	\$54.72

\*Rate varies depending on the number of Consumers served.

\*\*Recognized Holidays: New Year's Day, Easter, Memorial Day, July 4, Labor Day, Thanksgiving, Christmas Day.

\*\*\*Service can be provided to HSW consumers over 21 ONLY.



**Agenda Item:** Finance Committee  
Agenda Item #F-10

**Month, Year:** March, 2024

**Major Program:** Adult Mental Health Services (AMHS), Community Services for the Developmentally Disabled (CSDD)

**Component Program:** Case Management Services

**Agenda Item Title:** Expense Contract Amendment: Case Management of Michigan

**SUMMARY OF CONTRACT/PROPOSAL:**

Under this contract amendment, Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) will purchase case management related services for consumers placed in contract residential programs out of our geographic area from Case Management of Michigan at the amended rates below for the period of March 1, 2024 through September 30, 2024.

The revenue and expense of this contract are reflected in CMHA-CEI's FY 2024 budget. The revenue sources that support this contract are state general fund, Medicaid. The expenses of this contract are reflected in the AMHS Case Management contracts. This contract will not affect CMHA-CEI's fund balance.

**SUMMARY OF GOODS OR SERVICES REFERENCED IN THE CONTRACT/PROPOSAL:**

Case Management Services:

- Ensures that all aspects of a consumer's basic needs are met, including medical and mental health benefits. Crisis intervention is included.
- Provides clinical intervention (individual psychoeducation and counseling, and crisis intervention) for consumers.
- Coordinates services being provided to consumers. Consults, cooperates advocates, and collaborates with Community Mental Health Authority and other community resources linking and mediating for consumer's benefits.

Medication Review:

Evaluating and monitoring medications, their effects and their need for continuing or changing their medication regime. A physician, physician assistant, nurse practitioner, pharmacist, or nurse assisting the physician, may perform medication reviews. Medication review includes the administration of screening tools for the changes in mental and other untoward effects of psychotropic medications.

**STAFF RECOMMENDATION:**

Staff recommends that the Finance Committee of the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the following resolution:

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 Case Management of Michigan to purchase services at the updated rates below for the period of March 1, 2024 through September 30, 2024.

<b>Fee Schedule</b>				
<b>Service</b>	<b>Code</b>	<b>Modifiers</b>	<b>Unit</b>	<b>Rate</b>
Targeted Case Management	T1017	AF, AG, AH, HN, AE, HO, HP, SA, HM, TD	15 Minute	\$110.00
Evaluation and Management of Established Patient	99213	AF, AG, SA	Encounter: 20-29 Minutes	\$200.00
Nursing Assessments	T1001	AE, SA, TD	Encounter	\$110.00
Medication Administration	96372	AF, AG, SA, HM, TD, TE	Encounter	\$45.00