



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

**BOARD OF DIRECTORS
MEETING MINUTES
Thursday, November 21, 2019
6:00 p.m.
812 E. Jolly Road, G11-C
Lansing, MI 48910**

Staff Present:

Shana Badgley, Jana Baylis, Karla Block, Stacia Chick, Aleshia Echols, Joanne Holland, Sara Lurie, Amna Rashid, Ericanne Spence, Jennifer Stanley, Gwenda Summers, Joyce Tunnard

Excused: Sharon Blizzard

Public Present:

Daniel Arnold

Union Representation

None.

Call to Order

The meeting was called to order by Jim Rundborg at 6:00 p.m.

Roll Call

Joe Brehler, Dale Copedge, Raul Gonzales, Dianne Holman, Paul Palmer, Al Platt David Pohl, Kay Pray, Kay Randolph-Back, Jim Rundborg, Emily Stivers

Excused (advance notification provided)

Maxine Thome

Previous Regular Meeting Minutes:

ACTION

MOVED by Kay Pray and SUPPORTED by Joe Brehler to approve the meeting minutes of October 17, 2019 with the following amendments:

- Add Naudia Fisher, Local 459 to list of attendees under Local Representation.
- On page 10, under Finance Committee, Expense Contract Amendment: Flatrock Manor, Inc., make correction noting that Joe Brehler made MOTION, not Raul Gonzales.
- Bottom of page 9, top of page 10, under New Expense Contract: Jeanette Glasscoe language reads, it was MOVED by Raul Gonzales and SUPPORTED by Maxine Thome that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties authorizes CMHA-CEI to enter into a contract with Precious Glass to purchase foster care services for the period of November 1, 2019 through September 30, 2020 and pay \$92.24 per day for any placed youth.

ACTION: Aleshia Echols will verify language is consistent with what was presented to the Finance Committee and request an amendment.

Adoption of Agenda:

MOVED by Raul Gonzales and SUPPORTED by Paul Palmer to approve the meeting Agenda of November 21, 2019 as written.

MOTION CARRIED unanimously.

Mid State Health Network Update

Kay Pray reported that she was in attendance at the MSHN Board of Directors meeting on November 5, 2019 and commented that she felt as if the Eaton Behavioral Health program in our county was being attacked due to the contract being terminated prematurely.

On that same note, Joe Brehler reported that the Eaton County board passed a resolution expressing their displeasure and announced that a letter was sent to MDHHS, MSHN board members and some political contacts, and we will see what happens.

Other updates included:

MDHHS to Conduct SUD Treatment Needs and Provider Capacity Assessment

MDHHS has announced it is the recipient of a \$3.4 million grant from the Centers for Medicare and Medicaid Service (CMS) to conduct the above captioned activities. The

needs assessment is intended to help determine current use of and need for SUD services, where additional SUD services are needed in the state, how many additional providers are required to address the need, and strategies to increase the number of persons currently providers can serve. 14 other states received this funding as well. MDHHS intends to partner with the University of Michigan's Institute for Healthcare Policy and Innovation to conduct the needs assessment.

LakeShore Regional Entity Update

Lakeshore Regional Entity (LRE) that the MDHHS has offered, and LRE has signed a month-to-month contract while they work on and work out unspecified contractual stipulations to permit the contract to continue. Meanwhile, the administrative law judge hearing that is required prior to contract termination has been pushed into late November.

Internal Service Fund (ISF)

The Savings Internal Service Fund (ISF) and investment ISF reflect designated accounts to hold the Medicaid ISF funds separate from all other funding per the MDHHS contract. The amount held back was approximately \$34 of the \$7.6 million in the ISF Investment account.

PA2

\$11.2 million in PA2 funds are being held back as a result of Eaton Behavioral Health and Ingham County Jail is moving forward with taking over jail services. MSHN is granting on a cost reimbursement basis. These services may potentially go FFS after this fiscal year. However, CEI felt as a sense of duty to the County to complete the continuum of services. The board consensus was that they were pleased that CMHA-CEI is coming into the jails and providing this service.

CEO Report

Sara Lurie introduced Joanne Holland, Chief Information Officer. Ms. Holland presented on Leveraging Data in the Electronic Health Record (copy attached).

Highlights from the presentation included:

- ADT – Admission, Discharge Transfer, Clinical Use
- GLHC – Virtual Integrated Patient Record (VIPR)
- GLHC – VIPR Lab Detail
- GLHC VIPR – Clinical Use
- Ingham County Health Department
- Ingham County Health Department – Clinical Use
- CEI Integrated Care Pilots (CC360)
- CSDD – Clinical Use, Care Alerts, Care Alert Detail

- AMHS – Clinical Use, Care Alert, Health Conversations
- Families Forward – Clinical Use, Care Alert Detail Screen
- Integrated Care Delivery Platform
- ICDP- Medication Detail
- Recap and Next Steps

Annual CCBHC Evaluation Report

Sara Lurie, CEO shared that we don't do enough to communicate all of the amazing success stories, however one of the nice things about CCBHC is that we have external evaluators from IEval and they are compiling Case Studies based on success stories. A copy of a case study excerpt from the Annual Evaluation Report was distributed for board member review at their convenience.

Additionally, on Monday, November 25 at the Community Access Committee meeting, Wendy Tackett an IEval Evaluator from Battle Creek, Michigan will highlight a couple of success stories from the evaluation as well as present some of the challenges we have experienced over the last year. It is our plan as we move forward with working on the communication plan success stories will be shared regularly.

Overview of Strategic Plan FY19/Fy20

CEO, Sara Lurie shared that a written copy of the Strategic Plan Update is included in this evenings written board report for your review and commented that the document is more of a summary of the entire year.

Through the support of each of you as our CMHA-CEI Board of Directors, as well as the efforts of the highly effective individuals and the many leaders formal and informal across our organization who have stepped up to work on goals, there has been much activity with lots of progress occurring over the past year. To highlight a few key areas:

Goal #1 Working towards HCBS Compliance was a big focus and will continue into FY20, Workflow Mapping and identifying areas to increase efficiencies, Care Pathway Development, and review of evidence based practices.

Goal #2 Securing all available funding sources, increasing earned contracts, increased federal funding via CCBHC Expansion Grant, increased millage funding, increased commercial insurance billing.

Goal #3 Targeting some promising current partnerships for exploration of expansion via McLaren-Greater Lansing, Sparrow, Ingham County Health Centers, MSU, Blue Care Network and BC/BS.

Goal #4 Awaiting detail of retention survey. Regionally, areas of concern identified are emotional exhaustion and organizational change. We expect this will be true in our data as well, but detailed data will provide additional analysis and help us to identify areas to target our retention plan. All management team members have now completed Adaptive Leadership Training and in January will participate in Change Management Training.

We have chosen and will begin the year-long implementation of the HR and Payroll/Benefits functions of our new Enterprise Resource Planning System.

Goal #5 You had an opportunity to review and improve the Quality Improvement plan for our agency that is based on the Mid-State Health Network Plan. Going forward, we will be able to add some of our own performance improvement projects to the plan. Over the next year, we will be able to see outcomes of our CCBHC work with increased attention to data analytics to and social determinants of health in understanding the population we serve and how to target initiatives.

Goal #6 Community Partner Survey, “Together we can” tagline and style guide, Our Services Brochure were highlights, working on communication plan for CCBHC and organization overall. Would like to propose to the board some work on our organizational Vision and Mission to reflect CCBHC, Health Care Integration and Wellness.

ACTION: Board Chair requested that all new information be highlighted so that it easily stands out in the document. Ms. Lurie will send out the detailed listing including date with specific activity indicated.

“298” Pilots and The future of the Public Mental Health System

Since our last board meeting, MDHHS has officially announced that the State of Michigan has terminated the 298 pilot projects and are working on a future redesign proposal that is likely to include some mixture of public and private collaboration. Maintaining public safety net services seems to be a priority, but we may get more information on December 4th at 10:30 when Director Robert Gordon will address the House Human Services Appropriations Committee.

Special Thank You to Emily Stivers

Sara Lurie thanked Emily Stivers for her efforts related to the recent Ingham County millage and announced that the ballot proposal is scheduled to move forth August 4, and we are very excited to help promote.

Program & Planning Committee

New Expense Contract: Green Cab of Lansing

ACTION:

MOVED by Raul Gonzales and SUPPORTED by Paul Palmer 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 Green Cab of Lansing, and agree to pay the below rate schedule for the retroactive period of October 1, 2019 through September 30, 2020.

LANSING AIRPORT SERVICES	Pickup	Drop off
LANSING	\$20.00	\$17.00
EAST LANSING	\$26.00	\$23.00
OKEMOS	\$31.00	\$28.00

ALL OTHER CITIES \$2.00 PER MILE OR \$25 WHICHEVER IS GREATER	
WAIT TIME PER MINUTE \$0.50	
CLEAN UP or DISCHARGE OF BODILY FLUIDS-INSIDE CAR	\$75.00

OUT OF AREA FEE (+\$3.00)	
CREYTS RD	+\$3.00
STATE RD	+\$3.00
MARSH	+\$3.00
WILLOUGHBY/BISHOP	+\$3.00

OUT OF AREA (Minimum)	
Okemos to Okemos \$15.00	
Haslett to Haslett, Holt to Holt, Okemos to Haslett	\$18.00

Grand Ledge to Grand Ledge, Williamston to Williamston,
Mason to Mason, Dewitt to Dewitt

\$25.00

MOTION CARRIED unanimously.

New Expense Contract: Ghufuran Al-Sheemary

ACTION:

MOVED by Raul Gonzales and SUPPORTED by David Pohl that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorizes CMHA-CEI to enter into a contract with Ghufuran Al-Sheemary to purchase therapeutic foster care services for the period of December 1, 2019 through September 30, 2020 and pay a rate of \$75.00 per day for foster care services, CPT Code S5145 and a rate of \$17.24 per day for residential room and board, CPT Code S9976 for any youth placed in their home.

MOTION CARRIED unanimously.

New Expense Contract: Community Home & Health Services of Otsego County

MOVED by Raul Gonzales and SUPPORTED by Paul Palmer that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorizes CMHA-CEI to enter into a new contract with Community Home & Health Services of Otsego County and purchase the above identified service for the period of February 1, 2020 through September 30, 2020 and pay per the rate schedule below.

Rate Schedule:

Service	Code	Rate	Unit
CLS: Supportive Housing	H0043	\$100- \$164.97	Per Diem

*CLS Per Diem rate based on Level of Care, service hours needed, and exceptions if there is not a housemate to share staffing supports with prior approval for an increase in the rate.

MOTION CARRIED unanimously.

Adoption of Revised Mid-State Health Network Operating Guidelines

ACTION:

MOVED by Raul Gonzales and **SUPPORTED** by Paul Palmer that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties approve the Operating Agreement with proposed changes, repealing any prior Board action or motion inconsistent with this agreement.

MOTION CARRIED unanimously.

Finance Committee

ACTION:

MOVED by Joe Brehler and **SUPPORTED** by David Pohl that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorizes:

Expense Contract Renewal: Hope Network/West Brook Recovery Services

- CMHA-CEI to renew the contract with Hope Network, who as of March 3, 2019, owns and operates Hope Network/West Brook Recovery Services. The contract is for Medical Oversight of the Recovery Center, a medically managed Withdrawal Management program. This contract with Hope Network covers the retroactive period of October 1, 2019 through September 30, 2020. The total amount of services rendered is not to exceed an annual amount of \$64,572.

Expense Contract Renewal: Applied Behavior Analysis (ABA) Services from Center for Autism and Related Disorders (CARD)

- CMHA-CEI to continue to contract with Center for Autism and Related Disorders (CARD) at the rates listed below, for the retroactive period of October 1, 2019 – September 30, 2020.

ABA Service Rates								
Code	Service Description	Reporting Units	Provider Type	BCBA	BCaBA	QBHP	LP/LLP	BT
97151	ABA Behavior	Per 15 minutes	BCBA, BCaBA, QBHP,	\$48.00	\$34.00	\$48.00	\$48.00	

	Identification Assessment		or LP/LLP					
0362T	ABA Behavioral Follow-up Assessment	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97153	ABA Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$15.00	\$15.00	\$15.00	\$15.00	\$12.50
97154	ABA Group Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$4.29	\$4.29	\$4.29	\$4.29	\$3.93
97155	ABA Clinical Observation and Direction of Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97155-GT	ABA Clinical Observation and Direction of Adaptive Behavior Treatment, telepractice	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97156	ABA Family Behavior Treatment Guidance	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$30.00	\$21.25	\$30.00	\$30.00	
97156-GT	ABA Family Behavior	Per 15 minutes	BCBA, BCaBA,	\$30.00	\$21.25	\$30.00	\$30.00	

	Treatment Guidance, telepractice		QBHP, or LP/LLP					
97157	ABA Multiple Family Behavior Treatment Guidance	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$12.00	\$8.50	\$12.00	\$12.00	
97158	ABA Adaptive Behavior Treatment Group	Per 15 minutes	BCBA, BCaBA, QBHP, or LP/LLP	\$8.57	\$6.07	\$8.57	\$8.57	
0373T	ABA Exposure Adaptive Behavior Treatment	Per 15 minutes	BCBA, BCaBA, QBHP, LP/LLP, or BT	\$30.00	\$30.00	\$30.00	\$30.00	\$27.50

Expense Contract Renewal: Homelife Inc.

- CMHA-CEI to renew its current contract with Homelife, Inc. to reflect the per diem of \$233.99 to be paid, 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 October 1, 2019 through September 30, 2020.

Expense Contract Renewal: IKUS Indian Trails

- CMHA-CEI to renew the contract with IKUS Indian Trails and purchase Respite Services for the retroactive period of October 1, 2019 through September 30, 2020 and pay per the rate schedule below:

Rate Schedule:

Service	Code	Modifier	Rate**	Unit
Respite Care at Camp Overnight - Level 1*	T2036		\$155.00 per day	Per session
Respite Care at Camp Overnight - Level 2*	T2036		\$225.00 per day	Per session
Respite Care at Camp Overnight - Level 3*	T2036		\$310.00 per day	Per session
Respite	T1005		\$2.86 Cap of \$80.08 per day	15 min.
Respite	T1005	TT	\$2.86 Cap of \$80.08 per day	15 min.

*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.

Expense Contract Renewal: CLS and Respite Services - ASPPIRE

- CMHA-CEI to renew the contract with ASPPIRE to purchase CLS and Respite Services for the retroactive period of October 1, 2019 through September 30, 2020 and pay per the rate schedule below.

Rate Schedule

Service	Code & Modifier	15 Min. Unit Rate**	15 min. Unit
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			Holiday Rate**
*CLS/Respite Social Coaching Session	H2015 T1005 TT	\$4.34	
*CLS/Respite Specialized Social Coaching Session	H2015 T1005 TT	\$5.45	
CLS/Respite Level 1	H2015 T1005 TT	\$4.21	\$6.10
CLS/Respite Level 2	H2015 T1005 TT	\$4.74	\$6.93

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

Rate varies depending on the session attended and the support needs of the individual served. ASPPIRE offers structured social coaching sessions for individuals provided at a non-standard rate.

A per diem code (H0043) and rate may be utilized that is calculated by the board approved hourly rate multiplied by the number of authorized hours per the individual's level of care and need.

Expense Contract Renewals for Partial Inpatient Hospital Agreements: New Oakland Family Center

- **CMHA-CEI to renew the contract with the provider below to purchase partial inpatient hospital services at the per diem rate indicated below, for the term of November 22, 2019 through September 30, 2020.**

Hospital	CPT Code	Service	Rate
New Oakland Family Center	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	\$400.00

Expense Contract Renewal: VSP 2020-2021 Plan Year

- CMHA-CEI to enter into contract renewal with VSP to purchase employee vision benefits from VSP for the period of January 1, 2020 to December 31, 2021 and pay fees per the rate schedule below.

VISION	VSP
SINGLE	4.74 /MO
DOUBLE (2 Persons)	9.46 /MO
FAMILY (More than 2 persons)	15.11 /MO

Expense Contract Renewal: Delta Dental 2020 Plan Year

- CMHA-CEI to enter into contract renewal with Delta Dental of Michigan to purchase employee dental benefits from Delta Dental of Michigan for the period of January 1, 2019 to December 31, 2019 and pay fees per the rate schedule below:

Service Fees	Rates per subscriber per month				Average over 3 years less 4% annual increase for Midwestern
		Year one	Year Two	Year Three	
Composite Administrative Fee	\$4.87	\$ 4.95	\$ 5.03	\$ 5.10	3%
Enrollee only	\$39.45	\$ 43.79	\$ 43.79	\$ 43.79	6%
Enrollee with one dependent	\$72.55	\$ 81.53	\$ 81.53	\$ 81.53	7%
Enrollee with two or more dependents	\$123.41	\$ 138.73	\$ 138.73	\$ 138.73	7%

MOTION CARRIED unanimously.

Expense Contract Amendment: Flatrock Manor, Inc.

ACTION:

MOVED by Joe Brehler and **SUPPORTED** by Raul Gonzales that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorizes CMHA-CEI to amend the contract with Flatrock Manor, Inc. to purchase specialized residential services, and case management services for the retroactive period of October 1, 2018 through March 31, 2019 and April 1, 2019 through September 30, 2019 and pay the rates listed on the below rate sheet, independent of the room and board as calculated by the consumer's individual ability to pay. Services are to be provided pending the necessary approvals of their special certification through the Michigan Department of Licensing and Regulatory Affairs (LARA).

Flatrock Manor, Inc. Rate Sheet October 1, 2018 – March 31, 2019			
Service Description	Service Code	Unit of Service	Rate
Targeted Case Management	T1017	Per 15 minute contacts	\$ 75.00
Comprehensive Community Supports and Personal Care per diem –Standard Group Homes	H2016/T1020	Daily	\$ 400.00
Comprehensive Community Supports and Personal Care per diem – Flatrock Manor	H2016/T1020	Daily	\$ 400.00

Flatrock Manor, Inc. Rate Sheet April 1, 2019 - September 30, 2019			
Service Description	Service Code	Unit of Service	Rate
*Targeted Case Management (amended) (effective July 1, 2019)	T1017	Per 15 minute contacts	\$ 75.00
Comprehensive Community Supports and Personal Care per diem –Standard Group Homes	H2016 / T1020	Daily	\$ 403.72
Comprehensive Community Supports and Personal Care per diem – Flatrock Manor	H2016 / T1020	Daily	\$ 403.72

MOTION CARRIED unanimously.

Consumer Advisory Council

Raul Gonzales provided a snapshot of the November 2019 CAC Report (copy attached).

Community Access Committee

Next meeting scheduled for Monday, November 25th, 2019 @ 5:30 pm. Sara Lurie announced that Wendy Tackett, evaluator for the CCBHC grant will be presenting the one-year Annual Evaluation Report.

Building and Sites Committee

GA Information Services: Server Room Project Update – Building Authority Project ACTION:

MOVED by Jim Rundburg and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI staff to approve Change Order SVR-001 to add 36 Power Distribution Units (PDU's) to the Server Room Expansion and Renovation Project at a cost of \$65,664.00 And amend the original Hedrick and Associates contract price from: \$463,703.00 to a new contract price of \$529,664.00.

MOTION CARRIED unanimously.

GA Facilities: Storm Water Dual Pump Project Update – Building Authority Project ACTION:

MOVED by Jim Rundborg and SUPPORTED by David Pohl that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI staff to move forward with the Dual Pump Project by awarding bids as follows:

- 1) Electrical bid to Summit Electrical Contractors at \$4447.00
- 2) Mechanical Bid to Myers Plumbing & Heating, Inc. at \$32,250.00 for a total project cost of \$36,697.00

MOTION CARRIED unanimously.

NOTE: Joe Brehler recommended that this forever be known as the Kam Washburn project. David Pohl will share this with Mr. Washburn.

OLD BUSINESS

Kay Randolph-Back presented the 1st reading of the bylaws for discussion and review. Bylaw changes were recorded in detail by Kay Randolph-Back. All recommended language changes will be brought back for board discussion at the 2nd reading scheduled to take place at the December 19, 2019 CMHA-CEI Board of Directors meeting.

Ms. Randolph-Back commented that based on information and discussion at the October board meeting the following points are being brought to the attention of the board:

- Special quorum language (the language on special quorum has been struck, that was language in the existing bylaws).
- Term majority (majority of the entire board is required for approval of hiring and firing of CEO (learned that this had been stricken mistakenly in an incomplete form (in error) by former board member, Stephen Manchester. This language has been added back in the bylaws language.

Raul Gonzales dismissed at 7:05 pm.

- Changed the word “may” to “shall” be allowed.
- Community Access Committee as a standing committee has been added.
- Rotation (this is a practice that is actually followed by the Executive Committee where rotation occurs amongst Counties and is done by a gentle person agreement. Concensus to continue this practice, referred to as the “people’s agreement”).

Dale Copedge arrived at 7:20 p.m.

Board member Joe Brehler pointed out for consideration that with regards to term limitation, this would be a significant change based on how we currently operate and recommended removing the last sentence in section b and have ready for second reading.

Board member, Dale Copedge commented that making it mandatory in a crucial position, makes no sense as there is a significant learning curve. We are here to serve the public and to have language like that makes it automatic and shared that he did not see a point or a need to have it in the bylaws.

ACTION: Kay Randolph-Back requested to have Director of Recipient Rights (RR) review the RR section around what is required which is covered by the mental health

code, although there have been no changes to this section since the last review.

Kay Randolph-Back pleaded that everyone review this document closely as the changes are substantive not technical.

Jim Rundborg, board Chair reported that he, Kay Randolph-Back, Sara Lurie and Paul Palmer met on October 4 to review about 10 items of concern. Those changes have been incorporated into this evenings draft document being presented this evening. Additionally Mr. Rundborg thanked Kay Randolph-Back for all of the hard work that she has put into this project as it is very tedious work.

ACTION: 2nd reading scheduled for December CMHA-CEI Board of Directors meeting.

New Business

None.

Public Comment

Daniel Arnold commented on the topic entitled: Did you take your medicine?

Amna Raschid, Case Manager in Crisis Service introduced herself and shared that she is very grateful to have been selected to serve as a mentee under the leadership of CEO, Sara Lurie. Ms. Raschid was quoted saying “there is a lot to learn”!

Adjournment

The meeting was adjourned at 7:49 p.m. The next meeting is scheduled for Thursday, December 19, 2019, 812 E. Jolly Road, Lansing MI 48910 beginning at 6:00 p.m.

Minutes Submitted by:

Aleshia Echols

Executive Administrative Assistant