

**BOARD OF DIRECTORS**

**MEETING MINUTES**

**Thursday, July 20, 2017, 6:00 p.m.**

 **812 E. Jolly Road**

**Lansing, MI 48910**

**Staff Present:**

**Shana Badgley, Sharon Blizzard, Karla Block, Stacia Chick, Aleshia Echols, Joanne Holland, John Peiffer, Gwenda Summers**

**Public Present:**

**Jeff Fleming and Naudia Fisher, local 459**

**Call to Order:**

**The meeting was called to order by Chairperson, Kay Pray at 6:04 p.m.**

**Roll Call:**

**Joe Brehler, Raul Gonzales, Dianne Holman, Carol Koenig, Paul Palmer, Kay Pray, Kay Randolph-Back, Jim Rundborg, Chris Swope, Maxine Thome, Kam Washburn**

**Excused (advance notification provided)**

**Stephen Manchester**

**Previous Meeting Minutes:**

**ACTION:**

**MOVED by Paul Palmer and SUPPORTED by Maxine Thome to approve the meeting Minutes of June 22, 2017.**

**MOTION CARRIED unanimously.**

**Adoption of Agenda**

**ACTION:**

**MOVED by Chris Swope and SUPPORTED by Paul Palmer to adopt the meeting Agenda for July 20, 2017; with the following amendment: under New Business, changing item #1, OPEIU Local 459 and Local 512 Negotiations (Closed Session) to item #2 and making #1. Revenue Contract Renewal: FY18 MDHHS – CMH Service Providers (CMHSP).**

**MOTION CARRIED unanimously.**

**Public Comment on Agenda Items:**

**Roger Von Klinger, who was accompanying a family member after hours to the Bridges Crisis unit voiced concerns in the following areas:**

* **Inability of CEI to accept evaluation paperwork from hospitals**
* **Difficulty identifying main entrance (due to construction)**
* **No response when ringing the entry door buzzer**
* **Non welcoming staff – Treated with lack of courtesy and respect**
* **Emergency Services exam room, not well kept**

**Upon arriving in the Bridges unit, family was pleased with the quality of care received.**

**Mid-State Health Network Update (MSHN)**

**Joe Brehler reported that MSHN Board met on July 11, 2017. The item of interest was the SUD FFS billing.**

**Stacia Chick, Acting CEO reported that Sara Lurie, CEO and Ericanne Spence, Director, Substance Abuse Services have met with Mid State Health Network (MSHN) to discuss strategies to increase utilization prior to transitioning to SUD FFS billing. Currently, CEI continues to operate under the cost reimbursement contract extension granted by MSHN.**

**Chief Executive Officer Report**

**Stacia Chick, Chief Financial Officer, Acting Chief Executive Officer introduced Joanne Holland, Chief Information Officer.**

**Ms. Holland gave an overview of Streamline: Smartcare and Care Management Systems, during the presentation which included the following highlights:**

* **Why a New Electronic Health Record?**
* **Smartcare Overview (Clinical and Billing)**
* **Custom Documents and Screens**
* **Smartcare Dashboard**
* **Smartcare Client Screen**
* **Care Management Overview (Claims)**
* **Care Management Authorizations**
* **Claims Payment**
* **Integrated Health Information**
* **Current Initiatives**
* **Ideas for the Future**

**BUSINESS ITEMS:**

**Program and Planning**

**New Expense Contract: Open Arms Link-Open Arms Bates Home**

**ACTION:**

**MOVED by Raul Gonzales and SUPPORTED by Jim Rundborg that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into a new contract with Open Arms Link – Open Arms Bates Home, located at 820 Bates St, Lansing MI 48906, to purchase residential services with the per diem rates of $20.11 (Level I), $40.21 (Level II), and $60.32 (Level III) for the period of August 1, 2017 through September 30, 2018.**

**MOTION CARRIED unanimously.**

**New Expense Contract: Bronson, Battle Creek**

**ACTION:**

**MOVED by Raul Gonzales and SUPPORTED by Jim Rundborg that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to enter into a contract renewal with Bronson Hospital, Battle Creek to purchase hospital services at the rates and dates indicated below.**

**Bronson Hospital, Battle Creek: 1-year agreement (8/1/2017 – 9/30/2018) - rates all-**

**Inclusive.**

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| **CODE** | **SERVICE DESCRIPTION** | **RATE** |
| **0100** | **Inpatient Behavioral Health Services** | **$785.00 per diem** |
| **99221-99239** | **Inpatient Physician Services** | **$105 per encounter** |
| **90791** | **Psychiatric Diagnostic Evaluation** | **$105 per encounter** |
| **90792** | **Psychiatric Diagnostic Evaluation with Medical Services** | **$105.00 per encounter** |

**MOTION CARRIED unanimously.**

**New Expense Contract: Harbor Oaks Hospital**

**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 enter into a contract renewal with Harbor Oaks to purchase hospital services at the rates and dates indicated below.**

**Harbor Oaks: 1-year agreement (8/1/2017 – 9/30/2018) - rates all-inclusive**

**Inpatient – children, adolescents, adults: $700.00 per day**

**Specialized Pediatric Unit: $1200.00 per day**

**MOTION CARRIED unanimously.**

**Finance Committee**

**Purchase of Oxford Mason Group Home Property: 3375 Harper Road, Mason**

**ACTION:**

**MOVED by Joe Brehler and SUPPORTED by Kam Washburn that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI to enter into a purchasing contract in order for Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMHA-CEI) to purchase the property at 3375 Harper Road, Mason, in Alaiedon Township, Ingham County from Victor and Carolin Whipple with an address of 3333 Moores River Drive, Apt. 501, Lansing, Michigan, 48911 for up to $225,000.00.**

**MOTION CARRIED unanimously.**

**ACTION:**

**MOVED by Joe Brehler and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors authorize CMHA-CEI:**

**Revenue Contract Renewal: City of Lansing**

* **to enter into a contract renewal with The City of Lansing, Human Relations and Community Services Department for the period of July 1, 2017 through June 30, 2018 and receive for those services $10,000 (Ten thousand dollars).**

**Expense Contract Renewal: MSU Department of Psychiatry**

* **to renew the contract with MSU Department of Psychiatry to purchase Psychiatric Evaluations, Medication Reviews, Medication Monitoring consultations with CMHA-CEI staff and the 55th District Mental Health Court and shall periodically attend meetings or hearings as requested by CMHA-CEI and/or the 55th District Mental Health Court for the period of October 1, 2017 to September 30, 2018 and pay $29,744.00 for those services.**

**Revenue Contract Renewal: City of Lansing**

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| * **to renew a contract with City of Lansing for the period of 10/1/2017 to 7/1/2018 and receive $55,000 to help cover General Fund costs of Bridges Crisis Unit.**
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| **Expense Contract Renewal: Michigan Department of Community Health – CMHA-CEI and Michigan Rehab Services (MRS)** |

* **authorize CMHA-CEI enter into a contract with the Michigan Rehab Services to provide supportive employment through this ICTA (Interagency Cash Transfer Agreement) for the period of October 1, 2017 through September 30, 2018, and spend $37,811.**
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**Expense Contract Renewal: Nathaniel Asche, 16960 Black Walnut Lane, East Lansing, MI 48823**

* **renew with Nathaniel Asche and purchase Occupational Therapy Assessments for the period of October 1, 2017 to September 30, 2018 and pay $280 (per assessment) and $45/hour (OT meeting with community) for those services.**

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| **Revenue Contract Renewal: Greater Lansing Housing Coalition (GLHC) – Walnut Street Apartments, 517 N. Walnut, Lansing, MI 48933** |

* **to enter into a contract with Greater Lansing Housing Coalition to provide supportive mental health/peer support services for residents of the Walnut Street Apartments for the period of July 1, 2017 to June 30, 2018 and receive up to a total annual amount of $30,000.00 for those services.**

**MOTION CARRIED unanimously.**

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| **Expense Contract Amendment: BCA – Stonecrest Center, 5000 Gratiot Avenue, Detroit, MI 48205** |

**ACTION:**

**MOVED by Joe Brehler and SUPPORTED by Carol Koenig that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to authorize CMHA-CEI to amend the current contract with BCA – Stonecrest Center to pay for additional 1-1 staffing and hospital services at the rates and dates indicated below.**

**BCA – Stonecrest Center: Amendment (6/27/2017 – 9/30/2017) - rates all-inclusive**

**Additional option for acute cases, with supervisor on call approval:**

**CPT Code: H2016 - 1-1 staffing first 48 hours: $14.00/hr; pending Supervisor/Director approval; not to exceed $672.00 per encounter.**

**MOTION CARRIED unanimously.**

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| **Revenue Contract: Sale of 738 N. Jenison, Lansing, MI 48910** |

**ACTION:**

**MOVED by Joe Brehler and SUPPORTED by Kam Washburn that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to: Complete the sale of the home and property at 738 N Jenison, Lansing Michigan 48910; with a legal description as: *Lot (11) in block (1) of Dayton’s Addition to said City of Lansing, in Ingham County.* With Tax Parcel No: 33-01-01-08-456-041, To: Tanja Simmons, CEO of National Network Organization for Veterans Inc. for the amount of: Ninety Four Thousand Nine Hundred and 00/100 Dollars, ($94,900.00). Additionally, CMHA-CEI staff are asking that the CMHA-CEI Board of Directors authorize the Chief Executive Officer, to execute all related documents to complete the sale of the subject property.**

**MOTION CARRIED unanimously.**

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| **New Expense Contract: Lease of 3500 S. Cedar for AMHS ACT Program** |

**ACTION:**

**MOVED by Joe Brehler 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 to enter into this new lease for the property at:**

**3500 S. Cedar Street, Suite 116, Ingham County, Lansing Michigan 48910 from; DTN Management, Everett Plaza Associates, 2502 Lake Lansing Road., Suite C, Lansing Michigan 48912 for the period of five additional years beginning November 1, 2017 and ending October 31, 2022, and pay as follows: CEI CMHA Total Annual Rent of: Forty Eight Thousand Six Hundred Nine and 00/100 Dollars ($48,609.00) paid in consecutive monthly installments of: Four Thousand, Fifty and 75/100 Dollars ($4,050.75).**

**MOTION CARRIED unanimously.**

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| **MDHHS/CMHSP Contract Amendment #1** |

**ACTION:**

**MOVED by Joe Brehler and SUPPORTED by Maxine Thome that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties authorize CMHA-CEI to formally accept the contract amendment #1 with the Michigan Department of Health and Human Services for the period of October 1, 2016 through September 30, 2017.**

**MOTION CARRIED unanimously.**

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| **Revenue Contract Renewal: FY18 MDHHS – CMH Service Providers (CMHS))** |

**ACTION:**

**MOVED by Joe Brehler and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties to authorize to formally accept the FY2018 contract with the Michigan Department of Health and Human Services for the period of October 1, 2017 through September 30, 2018.**

**MOTION CARRIED unanimously.**

**Building & Sites Ad Hoc Committee - Handouts**

**John Peiffer, Property & Facilities Manager distributed copies of accomplishment this past week (July 10 – 14); and upcoming construction activity through week of August 6th. In addition, Mr. Peiffer reviewed the estimated contingency expenses; noting two unknowns: soil remediation for the new parking lot and the envelope (tie old structure to new/steel); which will not be known until September, 2017. Mr. Peiffer informed the board that senior leadership have meetings on the schedule and will continue to meet to discuss Phase II, space related issues.**

**Stacia Chick reminded the board that originally the $10 million building expansion bond included; $8.6 million for the expansion and $1.4 million for the renovations. However, with the contingency expenses and the increased expenses for breaking ground later than originally planned, leaders continue to meet to look at what we can do later versus what needs to be done now (i.e. holding off purchasing furniture for space for growth until needed and other considerations such as utilizing CEI carpenter staff for furniture installation versus contracting the work.)**

**Old Business**

**None.**

**Public Comment**

**Jeff Fleming, Local 459 commented that he, Sharon Blizzard and Sara Lurie met, and in light of the deficit, the union has proposed placing a hold on formal negotiations and taking an opportunity to do a deep dive of the budget to see if there is any money to work with for raises and asked for the boards support.**

**New Business**

**None.**

**OPEIU Local 459 and Local 512 Negotiations (Closed Session)**

**ACTION:**

**MOVED by Chris Swope and SUPPORTED by Paul Palmer that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties CMHA-CEI to go into closed session at 7:12 p.m.**

**MOTION CARRIED unanimously.**

**MOVED by Jim Rundborg and SUPPORTED by Maxine Thome that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, and Ingham Counties CMHA-CEI to come out of closed session at 8:18 p.m.**

**MOTION CARRIED unanimously.**

**Adjournment**

**The meeting was adjourned at 8:20 p.m. The next meeting is scheduled for Thursday, August 17, 2017 at DeWitt Charter Township Hall, Boardroom, 1401 W. Herbison Road, DeWitt, MI 48820 beginning at 6:00 p.m.**

**Minutes submitted by:**

**Aleshia Y. Echols**

**Executive Administrative Assistant**