



**PROGRAM AND PLANNING COMMITTEE**

**Meeting Minutes**

**Monday, November 18<sup>th</sup>, 2023**

**5:30 p.m.**

**812 E. Jolly Rd, Atrium**

**Lansing, MI 48910**

**Join Zoom Meeting**

<https://zoom.us/j/94026869514>

**Meeting ID: 940 2686 9514**

**Committee Members Present:**

**Al Platt**

**Dianne Holman**

**Jason White**

**Joe Brehler**

**Raul Gonzales**

**Committee Members Excused:**

**Paul Palmer, Tim Hanna**

**Staff Present**

**Darby Vermeulen, Sara Lurie, Drew Kersjes, Dr. Jennifer Stanley, Elise Magen**

**Other Board Members Present:**

**Dwight Washington**

---

Program and Planning Committee Meeting  
November 18<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

**Public Present:**

None

**Others Present**

None

**Call to Order:**

The meeting was called to order by Chairperson Raul Gonzales at 5:30 p.m.

**Previous Meeting Minutes:**

MOVED by Al Platt and SUPPORTED by Joe Brehler to approve the Program and Planning Committee meeting minutes of October 14<sup>th</sup>, 2024.

MOTION CARRIED unanimously.

**Adoption of Agenda:**

MOVED by Joe Brehler and SUPPORTED by Al Platt to adopt the agenda of November 18<sup>th</sup>, 2024.

MOTION CARRIED unanimously.

**Public Comment on Agenda Items:**

None

**BUSINESS ITEMS:**

**New Expense Contract: Umbrellex Behavioral Health Services, LLC**

Drew Kersjes presented this fact sheet for an out-of-county A home contract. This provider is new to CEI. The provider was recommended to CEI because of a consumer's specific diagnosis.

**ACTION:**

MOVED by Al Platt and SUPPORTED by Joe Brehler that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a new contract with Bianca Wilson including the provider's licensed Adult Foster Care facilities as requested and approved by management to meet consumer

need, to purchase residential services at the rates below independent of any amount paid to the home for room and board as calculated in the consumer's ability to pay for the period of November 1, 2024 through September 30, 2025. The effective date of this contract is contingent upon LARA AFC licensure and HCBS approval.

Facility(ies)		
Name	Address	License Number
Umbrellex 200	340 E. Euclid St. Jackson, MI 49203	AS380418753

Fee Schedule			
Service Description	Billing Code	Unit	Rate
Community Living Supports and Personal Care in Licensed Specialized Residential Setting	H2016/T1020	Per Diem	\$915.00

**MOTION CARRIED unanimously.**

**New Expense Contract: Community Living Supports, Respite, and Clinical Services – Loving Hands Homecare Agency**

Drew said Loving Hands offers both CLS and respite supports which is consistently a huge need for CEI. This is a standard CLS contract.

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Jason White that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a new contract with Loving Hands Homecare Agency to purchase services indicated at the rates below for the period of December 1, 2024 through September 30, 2025.

Agency Name	Address	Service
-------------	---------	---------

---

Program and Planning Committee Meeting  
November 18<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

Loving Hands Homecare Agency	802 S. Main Street, Unit A Eaton Rapids, MI 48827	Children's Waiver / SED Waiver/ Hab. Waiver / B3 (CLS*/Respite/OHSS†)
------------------------------	--	---

Service Description	Code	Modifier	Modifier	Modifier	Unit	Rate
CLS - Level 1	H2015				15 Minute	\$5.83
CLS - Level 1, 2 Consumers Served	H2015	UN			15 Minute	\$3.48
CLS - Level 1, 3 Consumers Served	H2015	UP			15 Minute	\$2.72
CLS - Level 1, 4 Consumers Served	H2015	UQ			15 Minute	\$2.37
CLS - Level 1, 5 Consumers Served	H2015	UR			15 Minute	*=\$2.37 x 4 / 5
CLS - Level 1, 6+ Consumers Served	H2015	US			15 Minute	*=\$2.37 x 4 / Number of Consumers Served
CLS - Level 2 Specialized	H2015				15 Minute	\$6.45
CLS - Level 2 Specialized, 2 Consumers Served	H2015	UN			15 Minute	\$3.80
CLS - Level 2 Specialized, 3 Consumers Served	H2015	UP			15 Minute	\$2.95
CLS - Level 2 Specialized, 4 Consumers Served	H2015	UQ			15 Minute	\$2.53
CLS - Level 2 Specialized, 5 Consumers Served	H2015	UR			15 Minute	*=\$2.53 x 4 / 5
CLS - Level 2 Specialized, 6+ Consumers Served	H2015	US			15 Minute	*=\$2.53 x 4 / Number of Consumers Served
CLS - Level 1 – Holiday**	H2015	TV			15 Minute	\$8.01
CLS - Level 1, 2 Consumers Served – Holiday **	H2015	TV	UN		15 Minute	\$4.76

---

Program and Planning Committee Meeting  
November 18<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

CLS - Level 1, 3 Consumers Served - Holiday **	H2015	TV	UP		15 Minute	\$3.62
CLS - Level 1, 4 Consumers Served - Holiday **	H2015	TV	UQ		15 Minute	\$3.07
CLS - Level 1, 5 Consumers Served - Holiday **	H2015	TV	UR		15 Minute	*=\$3.07 x 4 / 5
CLS - Level 1, 6+ Consumers Served - Holiday **	H2015	TV	US		15 Minute	*=\$3.07 x 4 / Number of Consumers Served
CLS - Level 2 Specialized - Holiday **	H2015	TV			15 Minute	\$8.98
CLS - Level 2 Specialized, 2 Consumers Served - Holiday **	H2015	TV	UN		15 Minute	\$5.23
CLS - Level 2 Specialized, 3 Consumers Served - Holiday **	H2015	TV	UP		15 Minute	\$3.93
CLS - Level 2 Specialized, 4 Consumers Served - Holiday **	H2015	TV	UQ		15 Minute	\$3.34
CLS - Level 2 Specialized, 5 Consumers Served - Holiday **	H2015	TV	UR		15 Minute	*=\$3.34 x 4 x 5
CLS - Level 2 Specialized, 6+ Consumers Served - Holiday **	H2015	TV	US		15 Minute	*=\$3.34 x 4 / Number of Consumers Served
CLS - Level 1, Night	H2015	UJ			15 Minute	\$5.83
CLS - Level 1, 2 Consumers Served, Night	H2015	UN	UJ		15 Minute	\$3.48
CLS - Level 1, 3 Consumers Served, Night	H2015	UP	UJ		15 Minute	\$2.72
CLS - Level 1, 4 Consumers Served, Night	H2015	UQ	UJ		15 Minute	\$2.37
CLS - Level 1, 5 Consumers Served, Night	H2015	UR	UJ		15 Minute	*=\$2.37 x 4 / 5
CLS - Level 1, 6+ Consumers Served, Night	H2015	US	UJ		15 Minute	*=\$2.37 x 4 / Number of Consumers Served
CLS - Level 2 Specialized, Night	H2015	UJ			15 Minute	\$6.45
CLS - Level 2 Specialized, 2 Consumers Served, Night	H2015	UN	UJ		15 Minute	\$3.80
CLS - Level 2 Specialized, 3 Consumers Served, Night	H2015	UP	UJ		15 Minute	\$2.95
CLS - Level 2 Specialized, 4 Consumers Served, Night	H2015	UQ	UJ		15 Minute	\$2.53

---

Program and Planning Committee Meeting  
November 18<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

CLS - Level 2 Specialized, 5 Consumers Served, Night	H2015	UR	UJ		15 Minute	*=\$2.53 x 4 / 5
CLS - Level 2 Specialized, 6+ Consumers Served, Night	H2015	US	UJ		15 Minute	*=\$2.53 x 4 / Number of Consumers Served
CLS - Level 2 Specialized, 5 Consumers Served, Night	H2015	UR	UJ		15 Minute	*=\$2.53 x 4 / 5

CLS - Level 2 Specialized, 6+ Consumers Served, Night	H2015	US	UJ		15 Minute	*=\$2.53 x 4 / Number of Consumers Served
CLS - Level 1 - Holiday, Night **	H2015	TV	UJ		15 Minute	\$8.01
CLS - Level 1, 2 Consumers Served - Holiday, Night **	H2015	TV	UN	UJ	15 Minute	\$4.76
CLS - Level 1, 3 Consumers Served - Holiday, Night **	H2015	TV	UP	UJ	15 Minute	\$3.62
CLS - Level 1, 4 Consumers Served - Holiday, Night **	H2015	TV	UQ	UJ	15 Minute	\$3.07
CLS - Level 1, 5 Consumers Served - Holiday, Night **	H2015	TV	UR	UJ	15 Minute	*=\$3.07 x 4 / 5
CLS - Level 1, 6+ Consumers Served - Holiday, Night **	H2015	TV	US	UJ	15 Minute	*=\$3.07 x 4 / Number of Consumers Served
CLS - Level 2 Specialized - Holiday, Night **	H2015	TV	UJ		15 Minute	\$8.98
CLS - Level 2 Specialized, 2 Consumers Served - Holiday, Night **	H2015	TV	UN	UJ	15 Minute	\$5.23
CLS - Level 2 Specialized, 3 Consumers Served - Holiday, Night **	H2015	TV	UP	UJ	15 Minute	\$3.93
CLS - Level 2 Specialized, 4 Consumers Served - Holiday, Night **	H2015	TV	UQ	UJ	15 Minute	\$3.34
CLS - Level 2 Specialized, 5 Consumers Served - Holiday, Night **	H2015	TV	UR	UJ	15 Minute	*=\$3.34 x 4 / 5
CLS - Level 2 Specialized, 6+ Consumers Served - Holiday, Night **	H2015	TV	US	UJ	15 Minute	*=\$3.34 x 4 / Number of Consumers Served
Overnight Health and Safety - Level 1	T2027				15 Minute	\$5.83

---

Program and Planning Committee Meeting  
November 18<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

Overnight Health and Safety - Level 1, 2 Consumers Served	T2027	UN			15 Minute	\$3.48
Overnight Health and Safety - Level 1, 3 Consumers Served	T2027	UP			15 Minute	\$2.72
Overnight Health and Safety - Level 1, 4 Consumers Served	T2027	UQ			15 Minute	\$2.37
Overnight Health and Safety - Level 1, 5 Consumers Served	T2027	UR			15 Minute	*=\$2.37 x 4 / 5
Overnight Health and Safety - Level 1, 6+ Consumers Served	T2027	US			15 Minute	*=\$2.37 x 4 / Number of Consumers Served
Overnight Health and Safety - Level 2	T2027				15 Minute	\$6.45
Overnight Health and Safety - Level 2, 2 Consumers Served	T2027	UN			15 Minute	\$3.80
Overnight Health and Safety - Level 2, 3 Consumers Served	T2027	UP			15 Minute	\$2.95
Overnight Health and Safety - Level 2, 4 Consumers Served	T2027	UQ			15 Minute	\$2.53
Overnight Health and Safety - Level 2, 5 Consumers Served	T2027	UR			15 Minute	*=\$2.53 x 4 / 5
Overnight Health and Safety - Level 2, 6+ Consumers Served	T2027	US			15 Minute	*=\$2.53 x 4 / Number of Consumers Served
Overnight Health and Safety - Level 1 – Holiday **	T2027	TV			15 Minute	\$8.01
Overnight Health and Safety - Level 1, 2 Consumers Served - Holiday **	T2027	UN	TV		15 Minute	\$4.76
Overnight Health and Safety - Level 1, 3 Consumers Served - Holiday **	T2027	UP	TV		15 Minute	\$3.62
Overnight Health and Safety - Level 1, 4 Consumers Served - Holiday **	T2027	UQ	TV		15 Minute	\$3.07
Overnight Health and Safety - Level 1, 5 Consumers Served - Holiday **	T2027	UR	TV		15 Minute	*=\$3.07 x 4 / 5
Overnight Health and Safety - Level 1, 6+ Consumers Served - Holiday **	T2027	US	TV		15 Minute	*=\$3.07 x 4 / Number of Consumers Served

---

Program and Planning Committee Meeting  
November 18<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

Overnight Health and Safety - Level 2 - Holiday **	T2027	TV			15 Minute	\$8.98
Overnight Health and Safety - Level 2, 2 Consumers Served - Holiday **	T2027	UN	TV		15 Minute	\$5.23
Overnight Health and Safety - Level 2, 3 Consumers Served - Holiday **	T2027	UP	TV		15 Minute	\$3.93
Overnight Health and Safety - Level 2, 4 Consumers Served - Holiday **	T2027	UQ	TV		15 Minute	\$3.34
Overnight Health and Safety - Level 2, 5 Consumers Served - Holiday **	T2027	UR	TV		15 Minute	*=\$3.34 x 4 / 5
Overnight Health and Safety - Level 2, 6+ Consumers Served - Holiday **	T2027	US	TV		15 Minute	*=\$3.34 x 4 / Number of Consumers Served
RESPITE - Level 1	T1005	HM			15 Minute	\$5.83
RESPITE - Level 1, 2 Consumers Served	T1005	UN	HM		15 Minute	\$3.48
RESPITE - Level 1, 3 Consumers Served	T1005	UP	HM		15 Minute	\$2.72
RESPITE - Level 1, 4 Consumers Served	T1005	UQ	HM		15 Minute	\$2.37
RESPITE - Level 1, 5 Consumers Served	T1005	UR	HM		15 Minute	*= \$2.37 x 4 / 5
RESPITE - Level 1, 6+ Consumers Served	T1005	US	HM		15 Minute	*=\$2.37 x 4 / Number of Consumers Served
RESPITE - Level 2 Specialized	T1005	HM			15 Minute	\$6.45
RESPITE - Level 2 Specialized, 2 Consumers Served	T1005	UN	HM		15 Minute	\$3.80
RESPITE - Level 2 Specialized, 3 Consumers Served	T1005	UP	HM		15 Minute	\$2.95
RESPITE - Level 2 Specialized, 4 Consumers Served	T1005	UQ	HM		15 Minute	\$2.53
RESPITE - Level 2 Specialized, 5 Consumers Served	T1005	UR	HM		15 Minute	*=\$2.53 x 4 / 5
RESPITE - Level 2 Specialized, 6+ Consumers Served	T1005	US	HM		15 Minute	*=\$2.53 x 4 / Number of Consumers Served

---

Program and Planning Committee Meeting  
November 18<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL



RESPIRE - Level 1 – Holiday **	T1005	TV	HM		15 Minute	\$8.01
RESPIRE - Level 1, 2 Consumers Served - Holiday **	T1005	TV	UN	HM	15 Minute	\$4.76
RESPIRE - Level 1, 3 Consumers Served – Holiday **	T1005	TV	UP	HM	15 Minute	\$3.62
RESPIRE - Level 1, 4 Consumers Served - Holiday **	T1005	TV	UQ	HM	15 Minute	\$3.07
RESPIRE - Level 1, 5 Consumers Served - Holiday **	T1005	TV	UR	HM	15 Minute	*=\$3.07 x 4 / 5
RESPIRE - Level 1, 6+ Consumers Served - Holiday **	T1005	TV	US	HM	15 Minute	*=\$3.07 x 4 / Number of Consumers Served
RESPIRE - Level 2 Specialized - Holiday **	T1005	TV	HM		15 Minute	\$8.98
RESPIRE - Level 2 Specialized, 2 Consumers Served - Holiday **	T1005	TV	UN	HM	15 Minute	\$5.23
RESPIRE - Level 2 Specialized, 3 Consumers Served - Holiday **	T1005	TV	UP	HM	15 Minute	\$3.93
RESPIRE - Level 2 Specialized, 4 Consumers Served – Holiday **	T1005	TV	UQ	HM	15 Minute	\$3.34
RESPIRE - Level 2 Specialized, 5 Consumers Served - Holiday **	T1005	TV	UR	HM	15 Minute	*=\$3.34 x 4 / 5
RESPIRE - Level 2 Specialized, 6+ Consumers Served - Holiday **	T1005	TV	US	HM	15 Minute	*=\$3.34 x 4 / Number of Consumers Served

Rates include transportation cost associated with transporting consumer to/from appointments, outings, etc.

\* Community Living Support (CLS) Care

† Overnight Health and Safety Supports (OHSS).

\* 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.

‡ Specialty services and therapies authorized on a case by case basis

---

Program and Planning Committee Meeting  
November 18<sup>th</sup>, 2024

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

**MOTION CARRIED unanimously.**

**New Expense Contract: Looking Glass Adult Foster Care LLC**

**CEI has worked with this provider in the past but they are now under a new name.**

**ACTION:**

**MOVED by Joe Brehler and SUPPORTED by Al Platt that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a new contract with Looking Glass Adult Foster Care LLC including the provider's licensed Adult Foster Care facilities as requested and approved by management to meet consumer need, to purchase residential services at the rates below independent of any amount paid to the home for room and board as calculated in the consumer's ability to pay for the period of September 19, 2024 through September 30, 2025. The effective date of this contract is contingent upon LARA AFC licensure and HCBS approval.**

Facility(ies)		
Name	Address	License Number
Looking Glass AFC	109 E Randolph, Lansing, Michigan 48823	AS330418366

Fee Schedule				
Service Level	Service Description	Billing Code	Unit	Rate
Level II A	Community Living Supports and Personal Care in Licensed Specialized Residential Setting	H2016/T1020	Per Diem	\$132.08
Level II AA	Community Living Supports and Personal Care in Licensed Specialized Residential Setting	H2016/T1020	Per Diem	\$155.39
Level II AAA	Community Living Supports and Personal Care in Licensed	H2016/T1020	Per Diem	\$178.70

	Specialized Residential Setting			
--	------------------------------------	--	--	--

**MOTION CARRIED unanimously.**

**Convulsive Therapy Policy 3.5.03**

**Dr. Jennifer Stanley said there was a change in what MSHN was requiring for ECT authorization. This revision will bring the policy into alignment with MSHN and the Michigan Mental Health Code.**

**Joe said he has shared in the past his reluctance for this treatment. He wondered if there is an age limit for minors to receive ECT? Dr. Stanley said the only case in which she permitted ECT for a pre-pubertal minor was in a severe case of catatonia. She went on to say for anyone under 18, the Michigan Mental Health Code requires two child and adolescent psychiatrists to sign off on this course of treatment and neither can be the treating psychiatrist. So for minors, there are a lot of safeguards around ECT. Dr. Stanley said we authorized ECT for between 32 and 36 individuals in FY 2024. For comparison, we treated over 14,000 individuals in 2024.**

**ACTION:**

**MOVED by Al Platt and SUPPORTED by Jason White that the Program and Planning Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to approve the revised Convulsive Therapy Policy 3.5.03.**

**Unfinished Business**

**a. Crisis Stabilization Unit Update**

**Sara provided the committee with a flier for the wall-breaking ceremony for the Crisis Care Center! This was the number one name pick from the Consumer Advisory Council. Sara said it was decided that a lot could be done with this name as far as tag lines and branding. The wall breaking will take place on November 25<sup>th</sup> at 1pm. Sara sent the notice out to the Elected and Appointed Official list. There are going to be ten speakers, including Senators Stebanow and Anthony and Sheriff Wigglesworth. Sara is hoping the weather holds out for the event!**

Sara said this week, at all Ingham County Commission meetings, they are going through the steps to approve the bond notice. The agreement will also be on the agenda for the combined P&P and Finance Committee meeting on December 9<sup>th</sup>. Sara said she can send out the agreement to the Board now to take a look prior to that meeting.

Sara also said she will need to have a couple of back-up signers for the period of December 26<sup>th</sup> through January 12<sup>th</sup> while she is on vacation just in case any documents for the Center need to be signed.

Sara noted two issues with the project at this point. In the site review completed on the McLaren campus site, there was no environmental survey done. Sara went on to note that only one mechanical company bid for the job, and this bid was specifically higher than was originally projected in the budget. There has been a lot of work going on between John Peiffer and his team, Ingham County, and Granger Construction to try and get at least one other bid.

#### New Business

None

#### Public Comment

None

The meeting was adjourned at 6:08 p.m. The next regularly scheduled Program and Planning Committee meeting is Monday, December 9<sup>th</sup>, 2024 at 5:30pm, 812 E. Jolly Rd, Atrium.

Minutes Submitted by:

Darby Vermeulen

Finance Administrative Assistant