FINANCE COMMITTEE
Meeting Minutes
Wednesday, September 11th, 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
Paula Yensen
Raul Gonzales
Joe Brehler
Dwight Washington

Committee Members Excused:
Ryan Sebolt

Staff Present
Darby Vermeulen, Sara Lurie, Jana Baylis, Sue Panetta, Joanne Holland, John Peiffer, Kyle Anderson, Shana Badgley, Elise Magen, Kelly Gluszewski

Other Board Members Present:
None

Public Present:
None

Others Present
None

Call to Order:
The meeting was called to order by Chairperson Tim Hanna at 5:32 p.m.

Previous Meeting Minutes:
MOVED by Joe Brehler and SUPPORTED by Raul Gonzales to approve the Finance Committee meeting minutes of August 14th, 2024

MOTION CARRIED unanimously.

Adoption of Agenda:
MOVED by Paula Yensen and SUPPORTED by Dwight Washington to adopt the revised agenda of September 11th, 2024.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:
None

BUSINESS ITEMS:
Expense Lease Renewal: SIP, Kaynorth Apartments
John Peiffer presented this renewal – there was a very minimal rent increase.

ACTION:
MOVED by Raul Gonzales and SUPPORTED by Joe Brehler that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into an expense lease contract renewal to lease nine one-bedroom units and eight two-bedroom units located at Kaynorth Apartments, as owned by Mulder Management - 7804 Francis Ct Suite 100 Lansing, Michigan 48917 for the period of October 1, 2024 through September 30, 2025 and pay $552.00 per month per one-bedroom unit and $700.00 per month per two-bedroom unit.

MOTION CARRIED unanimously.

Revenue Lease Renewal: Coulson Ct.
The provider for this home changed from Hope Network to Open Arms Link

ACTION:
MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a Type B revenue lease contract with Open Arms Link who will lease Coulson Court 6430 Coulson Court Lansing, Michigan 48911 for the period of October 1, 2024 through September 30, 2027 where Open Arms Link will pay CMHA-CEI as follows:

The annual sum of Forty-Five Thousand Six Hundred Ninety-Three Dollars and 48/100 cents ($45,693.48) in monthly installments of Three Thousand Eight Hundred Seven Dollars and 79/100 cents ($3,807.79) per month to be received by CMHA-CEI on or before the first day of each month.

MOTION CARRIED unanimously.

Expense Contract Renewals
MOVED by Joe Brehler and SUPPORTED by Raul Gonzales 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 contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewals: 7CLingo, Deaf Community Advocacy Network (Deaf C.A.N.!), and Voices for Health
With these contract renewals, CMHA-CEI will purchase interpreter/translation services at the rates indicated below for the period of October 1, 2024 through September 30, 2025.

7CLingo

Service	Rate	Minimum Duration	Cancellation Policy (as per Contract)	Rush Fee & Weekend Rates (before 8am and after 5pm)	Additional Notes

<table>
<tr><td>Face to Face Spoken & ASL**</td><td>$85/hour + Mileage</td><td>2 Hours</td><td>1 Business Day</td><td rowspan="4">Additional $10/hour</td><td>Remaining hours: $85/hr. with 30 mins increment post 2 hour(s)</td></tr>
<tr><td>Video Remote Interpretation (Spoken)</td><td>$2.50/Min</td><td>30 Minutes</td><td>1 Business Day</td><td></td></tr>
<tr><td>Video Remote Interpretation (ASL)</td><td>$85/hour + Mileage</td><td>2 Hours</td><td>1 Business Day</td><td>Remaining hours: $85/hr. with 30 mins increment post 2 hour(s)</td></tr>
<tr><td>OPI (Scheduled)</td><td>$1.50/Min</td><td>15 Minutes</td><td>1 Business Day</td><td></td></tr>
<tr><td>On-Demand OPI</td><td>$1.25/Min</td><td colspan="3">N/A</td><td></td></tr>
<tr><td colspan="6">**Out of town interpreters are subject to the below booking fees**</td></tr>
</table>

Mile Range Round Trip	**Reimbursement Rate**
0-40 mi	Reimburse per mile at Federal Rate ($0.655)
41-60 mi	$75.00*
61-90 mi	$125.00*
91-120 mi	$150.00*
121-150 mi	$200.00*
151-180 mi	$225.00*
181-210 mi	$275.00*
211 - 240 mi	$300.00*
241-300 mi	$375.00*
*Flat rate that covers mileage at the Federal rate and travel time.	

Deaf Community Advocacy Network (Deaf C.A.N.!)

Description	**Rate**	**Additional Hours***
Regular Rate (7:00am to 5:00pm)	$110.00/hr for first two hours	$55/hr
After Hours/Weekend/Holiday (5:00pm to 7:00am)	$120.00/hr for first two hours	$60/hr
High Risk Rate**	$130.00/hr for first two hours	$65/hr
Court Rate	$150.00/hr for first two hours	$75/hr
After Hours/Emergency	$160.00/hr for first two hours	$80/hr
Travel/Mileage	$0.625/mile	N/A

*After the first two hours of interpreting, Purchaser is billed in 15 min. increments

**(Psychiatric Evaluations, Mental Health, Attorneys, Hospital Emergency Rooms, Deaf Blind, Jails, etc.)

Voices for Health

Option	Rate	Minimum	Increments	Conditions
Scheduled *Weekdays, evenings, weekends & holidays*	$48.00 per hour	1 hour	1 hour	<u>Scheduling:</u> Request must be placed no later than the day prior to the appointment. <u>Billing:</u> Begins at the scheduled appointment time or earlier if services begin prior to the appointment time. <u>Cancellation:</u> 12 hours' notice required prior to the scheduled appointment start time to avoid being charged the duration requested at time of scheduling.
Same Day & "On-Call" *Weekdays, evenings, weekends & holidays* *"On-Call" interpreters arrive within 45 minutes*	$52.00 per hour	1 hour	1 hour	<u>Scheduling:</u> Request requires 30-60 minutes' minimum notice. <u>Billing</u>: Same Day begins at the scheduled appointment time or earlier if services begin prior to the appointment time. On-Call begins upon interpreter arrival to the appointment site. <u>Cancellation:</u> Same Day requires 2 hours' notice prior scheduled appointment start time to avoid a being charged the duration requested at time of scheduling. On-Call requires notice prior to interpreter dispatch to avoid a 1-hour charge.

- Same flat rate for all languages simplifies billing.
- No surcharge for evenings, weekends, or holidays
- Online customer portal for scheduling, billing review and more
- Interpreters commute to provider facilities, home visits, etc.

Note that some assignments require two interpreters, as determined by length, intensity, and other factors.

Reimbursement	Rate	Conditions
Round Trip Mileage	Govt. established rate per mile* (minus 20 miles)	ONLY charged when interpreter travels more than 10 miles from centralized dispatch point (per customer authorization). Determined by standardized computer mapping. *The mileage reimbursement rate will adhere to IRS guidelines and be adjusted accordingly every year.
Round Trip Travel Time	$30.00/hour (minus 20 minutes)	

<u>Expense Contract Renewals: Jessica Wilcoxen & The Arc of Bay County</u>

With these contract renewals, CMHA-CEI will purchase, from Jessica Wilcoxen and the Arc of Bay County, Independent Facilitation services at the rates indicated below for the period of October 1, 2024 through September 30, 2025.

Jessica Wilcoxen

Service Description	Code	Modifiers	Unit	Rate
Mental health service plan development by non-physician - Independent Facilitator	H0032	WQ/HH	Encounter	$75.00* Up to 2 Units of Service (or $150.00) Per PCP. One unit for Pre-Planning, prior to the date of the PCP. One unit for the Person Centered Planning Meeting.

*This rate is inclusive of all activities related to the PCP process; Pre-planning, telephone calls, travel, attendance at the Person Centered Planning Meeting, documentation provided to the Case Manager, and any other follow-up meetings deemed necessary. As demonstrated, two encounters can be billed per PCP for Pre-Planning needs as well as for the PCP meeting itself and be paid accordingly. The maximum is 2 encounters per PCP.

MODIFIERS:

Modifier	Description
WQ	Independent Facilitator
HH	Integrated Mental Health/Substance Abuse Program

The Arc of Bay County

Service Description	Code	Modifiers	Unit	Rate

Mental health service plan development by non-physician - Independent Facilitator Telehealth	H0032	WQ/HH	Encounter	$150* Up to 2 Units of Service (or $300) Per PCP. One unit for Pre-Planning, prior to the date of the PCP. One unit for the Person Centered Planning Meeting.
Mental health service plan development by non-physician - Independent Facilitator Face to face	H0032	WQ/HH	Encounter	$208.95* Up to 2 Units of Service (or $417.90) Per PCP. One unit for Pre-Planning, prior to the date of the PCP. One unit for the Person Centered Planning Meeting.

*This rate is inclusive of all activities related to the PCP process; Pre-planning, telephone calls, travel, attendance at the Person Centered Planning Meeting, documentation provided to the Case Manager, and any other follow-up meetings deemed necessary. As demonstrated, two encounters can be billed per PCP for Pre-Planning needs as well as for the PCP meeting itself and be paid accordingly. The maximum is 2 encounters per PCP.

MODIFIERS:

Modifier	Description
WQ	Independent Facilitator
HH	Integrated Mental Health/Substance Abuse Program

MOTION CARRIED unanimously.

<u>Expense Contract Renewals</u>

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales 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 contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

<u>Expense Contract Renewal: Productive Corporation</u>
CMHA-CEI will enter into a contract renewal with Productive Corporation for Arcserve backup software for the period of October 1, 2024 through September 30, 2025 and pay $25,161.05 for that maintenance.

<u>Expense Contract Renewal: Insight, VMWare Reseller</u>
With this contract renewal, CMHA-CEI will work with Insight for VMware to purchase
license maintenance beginning September 27th, 2024 through September 26th, 2025 and pay $120,468.48 for that maintenance.

<u>Expense Contract Renewal: Streamline Healthcare Solutions, LLC</u>
With this contract renewal, CMHA-CEI will purchase maintenance from Streamline Healthcare Solutions LLC for the period of October 1, 2024 through September 30, 2025 and pay $159,938.88 for that maintenance.

MOTION CARRIED unanimously.

<u>Expense Contract: Dell Computer</u>
Joanne Holland presented this item for a laptop fleet refresh.

<u>ACTION:</u>
MOVED by Raul Gonzales and SUPPORTED by Joe Brehler that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to purchase laptop computers from Dell Computer and pay $122,250.00.

MOTION CARRIED unanimously.

<u>Revenue Contract Renewal: MidState Health Network</u>
Joanne Holland presented this contract renewal with MSHN.

<u>ACTION:</u>
MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract renewal with Midstate Health Network to provide data warehouse, audit and reporting services for the period of October 1, 2024 through September 30, 2025 and receive $175,000 for those services.

MOTION CARRIED unanimously.

<u>Expense Contract Renewals</u>
MOVED by Joe Brehler and SUPPORTED by Dwight Washington 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 contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

<u>Expense Contract Renewal: Lynn Roper, Psychologist LLP</u>
Under this contract renewal with Lynn Roper, CMHA-CEI purchase specialized psychological services and pay $150.00 an hour, for the period of October 1, 2024 through September 30, 2025.

<u>Expense Contract Renewal: Residential Opportunities, Inc.</u>
CMHA-CEI will renew the contract with Residential Opportunities, Inc. to purchase services from the facilities as listed; in addition to the providers' other licensed Adult Foster Care and/or Child Caring Institution facilities as requested and approved by management to meet consumer need, for the term of October 1, 2024 through September 30, 2025.

Facility(ies)

Name	Address	License Type	License Number
Great Lakes Center for Autism Treatment & Research	9616 Portage Road Portage, MI 49002	Child Caring Institution	CI390318114

Fee Schedule			
Service Description	**Billing Code**	**Unit**	**Rate**
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 8 hours per day	H2016/T1020	Per Diem	$1,397.71
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 10 hours per day	H2016/T1020	Per Diem	$1,542.70
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 12 hours per day	H2016/T1020	Per Diem	$1,606.24
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 14 hours per day	H2016/T1020	Per Diem	$1,669.77
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 15 hours per day	H2016/T1020	Per Diem	$1,701.54
Community Living Supports and Personal Care in Licensed CCI Setting – 1:1 16 hours per day	H2016/T1020	Per Diem	$1,733.31
Community Living Supports and Personal Care in Licensed CCI Setting – 1:2 16 hours per day	H2016/T1020	Per Diem	$1,199.95

Expense Contract Renewal: Michigan Department of Labor and Economic Opportunity – Michigan Rehabilitation Services

With this contract renewal, CMHA-CEI will pay the Michigan Department of Labor and Economic Opportunity – Michigan Rehabilitation Services to provide supportive employment through an Interagency Cash Transfer Agreement (ICTA) for the period of October 1, 2024 through September 30, 2025 and pay $101,665, as indicated below.

Agency	Share Type	Share %	Amount
DD			
State or Local Public Agency	Non-Federal	27	$ 38,000
MRS	Federal	73	$ 102,741
Agreement Subtotal	Combined	100	$ 140,741
MI			
State or Local Public Agency	Non-Federal	27	$ 63,665
MRS	Federal	73	$ 172,131
Agreement Subtotal	Combined	100	$ 235,796
Grand Total			
Agreement	Combined	100	$ 376,537
MRS	Federal	73	$274,872
State or Local Public Agency (MI & DD)	**Non-Federal**	**27**	**$101,665**

MOTION CARRIED unanimously.

Revenue Contract Renewal: Peckham, Inc.
This is the contract renewal with MRS and Peckham for the Interagency Cash Transfer Agreement.

ACTION:
MOVED by Joe Brehler and SUPPORTED by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to renew the contract with Peckham, Inc., which establishes mutual understanding about the transfer of the funds, as stated below, for the period of October 1, 2024 through September 30, 2025.

CSDD

A. **CMHA-CEI will pay $38,000.00 to the Michigan Department of Labor and Economic Opportunity – Michigan Rehabilitation Services (MRS) for cash match purposes (known as the Interagency Cash Transfer Agreement (ICTA) - payment) toward the Supported Employment Program (SEP).**

B. **Peckham, Inc. will reimburse CMHA-CEI $19,000 within 30 days of MRS' receipt of payment.**
C. **Peckham, Inc. will reimburse CMHA-CEI $4,750 on a quarterly basis, with payments due by the last day of the quarter (December 31, March 31, June 30, and September 30), for a total reimbursement of $19,000 during the contract period.**
D. **CMHA-CEI will provide a designated staff liaison for SEP to ensure enough job ready referrals (75 for the year) are generated for SEP in order to meet the annual program performance goals.**

AMHS

A. **CMHA-CEI will pay $63,665 to the Michigan Department of Labor and Economic Opportunity – Michigan Rehabilitation Services (MRS) for cash match purposes (known as the Interagency Cash Transfer Agreement (ICTA) - payment) toward the Community Work Experience Program (CWEP).**
B. **Peckham, Inc. will contribute $24,720 to CMHA-CEI toward this initial cash match contribution of $63,665. After CMHA-CEI makes the payment of $63,665 to MRS, Peckham, Inc. will reimburse CMHA-CEI $24,720 within 30 days of MRS' receipt of payment.**
C. **Peckham, Inc. will reimburse CMHA-CEI $9,736.25 on a quarterly basis, with payments due by the last day of the quarter (December 31, March 31, June 30, and September 30), for a total reimbursement of $38, 945 during the contract period.**
D. **CMHA-CEI will provide a designated staff liaison for CWEP to ensure enough job ready referrals (75 for the year) are generated for CWEP in order to meet the annual program performance goals.**

MOTION CARRIED unanimously.

Expense Contract Renewals

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales 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 contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

<u>Expense Contract Renewals: Partial Hospitalization</u>

CMHA-CEI will renew the contracts with the providers below to purchase Partial Hospitalization services at the rates indicated below, for the term of October 1, 2024 through September 30, 2025.

Hospital	CPT Code	Service	Rate
DBT Institute of MI, PLCC DBA DBT Institute	0912 & 0913	Outpatient Partial Hospitalization – Adults	$525.00
Edward W. Sparrow Hospital Association DBA University of Michigan Health-Sparrow	0912 & 0913	Partial Hospitalization – Adults	$590.00
Forest View Hospital Inc.	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	$481.27
Havenwyck Hospital Inc. DBA Cedar Creek Hospital of Michigan	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	$494.34
Ismail B. Sendi, MD, PC DBA New Oakland Family Centers	0912 & 0913	Partial Hospitalization – Children, Adolescents, and Adults	$400.00

<u>Expense Contract Renewal: Residential Type A Non-Standard – Hope Network Behavioral Health Services</u>

Under this contract renewals, CMHA-CEI will enter into a contract renewal with Hope Network Behavioral Health Services to purchase services from the facilities as listed; in addition to the providers' other licensed Adult Foster Care facilities as requested and approved by management to meet consumer need, for the term of October 1, 2024 through September 30, 2025.

Facility(ies)		
Name	**Address**	**License Number**
Bay Haven Integrated Care	799 Hombach Street St. Ignace, MI 49781	AM490392115
Bay Haven Integrated Care II	799 Hombach Street St. Ignace, MI 49781	AM490392114
Cherry Valley	118 Ida Red Sparta, MI 49345	AS410350850
Harbor Point Dearborn Heights	6500 N. Inkster Road Dearborn Heights, MI 48127	AL820395614
Harbor Point Intensive East Unit	17160 130th Avenue Nunica, MI 49448	AL700092850
Harbor Point Intensive West Unit	17160 130th Avenue Nunica, MI 49448	AL700085846
Rivervalley Integrated Care 1	1450 Leonard Street, NE Grand Rapids, MI 49505	AL410015935

Fee Schedule				
Service Description	**Billing Code**	**Modifier**	**Unit**	**Rate**
Personal Care and Community Living Supports – **Bay Haven Integrated Care**	T1020 and H2016		Per Diem	$470.59
Personal Care and Community Living Supports – **Bay Haven Integrated Care II**	T1020 and H2016		Per Diem	$470.59
Personal Care and Community Living Supports – **Cherry Valley**	T1020 and H2016		Per Diem	$391.11
Personal Care and Community Living Supports - **Harbor Point Dearborn Heights**	T1020 and H2016		Per Diem	$538.77
Personal Care and Community Living Supports - **Harbor Point Intensive East Unit**	T1020 and H2016		Per Diem	$515.77
Personal Care and Community Living Supports - **Harbor Point Intensive West Unit**	T1020 and H2016		Per Diem	$515.77
Personal Care and Community Living Supports - **Rivervalley 1**	T1020 and H2016		Per Diem	$436.07
Interactive Complexity (Add-on Code)	90785	AF/AG/AH/SA/HN/HO/HP/TD	Encounter	$11.58

Psychiatric Diagnostic Evaluation (no medical services)	90791	AF/AG/AH/HO/HP/SA	Encounter	$234.26
Psychiatric Diagnostic Evaluation (with medical services)	90792	AF/SA	Encounter	$313.66
Individual Therapy	90832	AF/AG/SA/AH/HO	30 Minutes	$88.50
Individual Therapy	90834	AF/AG/SA/AH/HO	45 Minutes	$157.94
Individual Therapy	90837	AF/AG/SA/AH/HO	60 Minutes	$208.49
Group Therapy 1:2	90853	UN/AF/AG/AH/HO/HP/TD	Encounter	$9.17
Group Therapy 1:3	90853	UP/AF/AG/AH/HO/HP/TD	Encounter	$8.62
Group Therapy 1:4	90853	UQ/AF/AG/AH/HO/HP/TD	Encounter	$8.12
Group Therapy 1:5	90853	UR/AF/AG/AH/HO/HP/TD	Encounter	$7.62
Group Therapy 1:6	90853	US/AF/AG/AH/HO/HP/TD	Encounter	$7.16
Medication Administration	96372	AF/AG/SA/HM/TD/TE	Encounter	$65.08
Evaluation and Management of New Patient 15-29 Minutes	99202	AF/AG/SA	Encounter	$148.63
Evaluation and Management of New Patient 30-44 Minutes	99203	AF/AG/SA	Encounter	$227.75
Evaluation and Management of New Patient 45-59 Minutes	99204	AF/AG/SA	Encounter	$334.41
Evaluation and Management of New Patient 60-74 Minutes	99205	AF/AG/SA	Encounter	$445.88
Evaluation and Management of Established Patient	99211	AF/AG/TD/TE/SA	Encounter	$45.55
Evaluation and Management of Established Patient 10-19 Minutes	99212	AF/AG/SA	Encounter	$97.60
Evaluation and Management of Established Patient 20-29 Minutes	99213	AF/AG/SA	Encounter	$130.14
Evaluation and Management of Established Patient 30-39 Minutes	99214	AF/AG/SA	Encounter	$178.37
Evaluation and Management of Established Patient 40-54 Minutes	99215	AF/AG/SA	Encounter	$288.60
Home Visit – New Patient 15 Minutes	99341	AF/AG/SA	15 Minutes 1/day	$124.55
Home Visit – New Patient 30 Minutes	99342	AF/AG/SA	30 Minutes 1/day	$174.39

Home Visit – New Patient 60 Minutes	99344	AF/AG/SA	60 Minutes 1/day	$298.95
Home Visit – New Patient 75 Minutes	99345	AF/AG/SA	75 Minutes 1/day	$373.68
Home Visit – Established Patient 20 Minutes	99347	AF/AG/SA	20 Minutes 1/day	$99.63
Home Visit – Established Patient 30 Minutes	99348	AF/AG/SA	30 Minutes 1/day	$149.46
Home Visit – Established Patient 40 Minutes	99349	AF/AG/SA	40 Minutes 1/day	$224.18
Home Visit – Established Patient 60 Minutes	99350	AF/AG/SA	60 Minutes 1/day	$248.31
Mental Health Assessment, by Non-Physician	H0031	HN	Encounter	$191.13
Treatment Plan Development by Non-Physician	H0032	AH/CO/CQ/HN/HO/HP/SA/TD	Encounter	$227.43
Treatment Plan Monitoring	H2000 TS	AF/AG/AH/HP/HO/HN	Encounter	$227.43
Peer Supports 1:1	H0038	HM/WS/WT	15 Minutes	$8.74
Peer Supports, Group 1:2	H0038	UN/HM/WS/WT	15 Minutes	$8.22
Peer Supports, Group 1:3	H0038	UP/HM/WS/WT	15 Minutes	$7.73
Peer Supports, Group 1:4	H0038	UQ/HM/WS/WT	15 Minutes	$7.26
Peer Supports, Group 1:5	H0038	UR/HM/WS/WT	15 Minutes	$6.83
Peer Supports, Group 1:6	H0038	US/HM/WS/WT	15 Minutes	$6.42
Patient Education, NOC, Non-Physician, Individual	S9445	AE/SA/TD	Encounter	$113.20
Patient Education, NOC, Non-Physician, Group	S9446	UN/UP/UQ/UR/US/AE/SA/TD	Encounter	$56.19
Nutritional Counseling, Dietitian Visit	S9470	AE/SA/TD	Encounter	$110.52
Nursing Assessment	T1001	AE/SA/TD	Encounter	$286.33
RN services	T1002	TD	Up to 15 Minutes	$56.80
Targeted Case Management	T1017	AF/AG/AH/HO/HN/HP/SA/HM/TD	15 Minutes	$87.19

<u>Expense Contract Renewal: Residential Type A Non-Standard – Beacon Specialized Living Services, Inc.</u>
Under this contract renewal, CMHA-CEI will enter into a contract renewal with Beacon Specialized Living Services, Inc. to purchase services from the facilities as listed; in addition to the provider's other licensed Adult Foster Care facilities as requested and approved by management to meet consumer need, for the term of October 1, 2024 through September 30, 2025.

Facility(ies)		
Name	**Address**	**License Number**
Beacon Home at 62nd St.	63059 62nd St. Hartford, MI 49057	AS800412533
Beacon Home at Battle Creek	5555 Bauman Rd. Battle Creek, MI 49017	AS130405804
Beacon Home at Bayview	29320 63rd St. Bangor, MI 49013	AS800343665
Beacon Home at Blue Lake	6780 Blue Lake Rd. Twin Lake, MI 49457	AS610392405
Beacon Home at Breakwater East	28730 63rd Street Bangor, MI 49013	AM800267887
Beacon Home at Breakwater West	28730 63d Street Bangor, MI 49013	AM800267888
Beacon Home at Fife Lake	5568 Gonyer Road Fife Lake, MI 49633	AM400310461
Beacon Home at Hammond	318 E. Hammond Street Otsego, MI 48078	AM030402101
Beacon Home at Lakeview	403 S. Mears Ave., Whitehall, MI, 49461	AM610305548
Beacon Home at Meadowland	56844 48th Avenue Lawrence , MI 49064	AM800084653
Beacon Home at Miller	10752 Miller Dr., Galesburg, MI, 49053	AS390413020
Beacon Home at Ossineke	10685 Spruce Rd. Ossineke, MI 49766	AM040291143
Beacon Home at Ravine	6595 Ravine Rd. Kalamazoo, MI 49009	AS390403155
Beacon Home at Schoolcraft North	10713 S. 12th Street Portage, MI 49087	AS390405404
Beacon Home at the Bunkhouse	1550 E Colby Rd	AM590387866

	Stanton, MI 48888	
Beacon Home at the Lodge	1550 E Colby Rd Stanton, MI 48888	AM590387878
Beacon Home at the Oaks	403 N. Main Plainwell, MI 49080	AG030000010

Service Description	Billing Code	Modifiers	Unit	Rate
Personal Care and Community Living Support	T1020 and H2016		Per Diem	$310.00
Specialty Home Rate - Exception Homes: Beacon Home at 62nd St., Beacon Home at Battle Creek, Beacon Home at Breakwater East, Beacon Home at Breakwater West, Beacon Home at the Lodge Personal Care and Community Living Support	T1020 and H2016		Per Diem	$361.00
Specialty Home Rate - Medical Sensitive Home: Beacon Home at the Oaks Personal Care and Community Living Support	T1020 and H2016		Per Diem	$450.00
Enhanced Staffing	H2016		Per Hour (Added to H2016 Rate)	$34.43
Psychiatric Evaluation	90791	AF/AG/AH/HO/HP/SA	Encounter	$468.65
Psychiatric Evaluation with Medical Services	90792	AF/SA	Encounter	$468.65
Evaluation and Management of Established Patient	99212 99213 99214	AF/AG/SA	Encounter	$236.90
Group Therapy	90853	AF/AG/AH/HO/HP/TD/UN/UP/UQ/UR/US	Encounter	$82.40
Medical Administration	96372	AF/AG/SA/HM/TD/TE	Encounter	$35.00

MOTION CARRIED unanimously.

<u>Revenue Contract Renewals</u>
MOVED by Raul Gonzales and SUPPORTED by Paula Yensen 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 revenue contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

<u>Revenue Contract Renewal: McLaren - Greater Lansing</u>
CMHA-CEI will renew the contract with McLaren Greater Lansing to provide Mental Health Therapist Staffing for individuals presenting in the hospital's Emergency Department for the period of October 1, 2024 through September 30, 2025 and receive $343,861.

<u>Revenue Contract Renewal: Veterans System of Care Grant – Michigan Department of Health and Human Services</u>
With this contract renewal with the Michigan Department of Health and Human Services (MDHHS), CMHA-CEI provide clinical group therapy, peer support services, and client service specialist services to Veterans and their families under the MDHHS Veterans System of Care Grant for the period of October 1, 2024 through September 30, 2025 and receive $215,400 for those services.

MOTION CARRIED unanimously.

<u>Revenue Contract Renewals</u>
MOVED by Joe Brehler and SUPPORTED by Raul Gonzales 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 revenue contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

<u>Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) - Behavioral Health Workforce Stabilization Support</u>

CMHA-CEI will enter into a contract renewal with the Michigan Department of Health and Human Services (MDHHS) to provide workforce stabilization support to CMHA-CEI Behavioral Health staff for the period of October 1, 2024 to September 30, 2025 and receive $68,000 for those services.

Revenue Contract Renewal: Michigan Department of Health and Humans Services, Comprehensive Services for Behavioral Health, Hispanic Behavioral Health Services
With this contract renewal, CMHA-CEI will provide mental health services to the portion of the Hispanic population whom do not have Medicaid within Clinton, Eaton and Ingham Counties for the period of October 1, 2024 through September 30, 2025 and receive $75,000 for those services.

MOTION CARRIED unanimously.

Expense Contract Renewals
MOVED by Raul Gonzales and SUPPORTED by Paula Yensen 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 contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewal: McBride Quality Care Services, Inc. –Youth Overnight Respite
The Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract renewal with McBride Quality Care Services to purchase Respite Care Services (Billing Code T1005) for the period of October 1, 2024 through September 30, 2025 at 15-minute rate of $3.93 or $377.13 per day, per bed for six beds for a total annual budget of $825,904.

MOTION CARRIED unanimously.

Expense Contract Renewal: Beacon Specialized Living Services, Inc. – Crisis Residential

With this contract renewal with, Beacon Specialized Living Services, Inc. CMHA-CEI will purchase Crisis Residential Services and pay the rates listed below. The contract period will have an effective date of October 1, 2024 through September 30, 2025.

Service Description	Billing Code	Unit	Rate
Crisis Residential	H0018	Per Diem	$672.00

<u>Expense Contract Renewal: Wilson Counseling & Consulting, LLC (Kelly Wilson)</u>
Under this contract renewal, CMHA-CEI will pay Wilson Counseling & Consulting, LLC to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy to CMHSP's and pay $32,400 for those services for the period October 1, 2024 Through September 30, 2025.

<u>Expense Contract Renewal: Michael Gomez</u>
CMHA-CEI will enter into a contract renewal with Michael Gomez to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy and Components for Enhancing Career Experience and Reducing Trauma and pay $33,100 for those services for the period of October 1, 2024 through September 30, 2025.

<u>Expense Contract Renewal: Jennifer Wilgocki</u>
With this contract renewal, CMHA-CEI will purchase services from Jennifer Wilgocki to provide training and coaching in Trauma-Focused Cognitive Behavioral Therapy to CMHSPs and pay $42,000 for those services for the period October 1, 2024 through September 30, 2025.

<u>Expense Contract Renewal: Cognitive & Behavioral Consultants</u>
Under this contract renewal, Cognitive & Behavioral Consultants will provide DBT for Adolescents expert training and consultation to CMHSP's and CMHA-CEI will pay no more than $61,750 for those services for the period October 1, 2024 through September 30, 2025.

MOTION CARRIED unanimously.

Revenue Contract Renewals
MOVED by Joe Brehler and SUPPORTED by Dwight Washington 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 revenue contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Infant and Early Childhood Mental Health Consultation in Child Care
Under this revenue contract renewal, CMHA-CEI will work with MDHHS to provide three (3) half-time (0.5 FTE) Mental Health Therapists and one part-time Coordinator 2A (0.05 FTE) to provide Early Intervention Services in Daycare/Early Childhood Settings for the period of October 1, 2024 through September 30, 2025 and receive $209,432 for those services.

Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) Coordination & Training
With this contract renewal, CMHA-CEI will work with the Michigan Department of Health and Human Services to provide coordination services for Trauma Focused Cognitive Behavioral Therapy training for the period of October 1, 2024 to September 30, 2025 and receive up to $993,000 for those services provided.

Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – Mental Health Access and Juvenile Justice Diversion
CMHA-CEI will renew the contract with the Michigan Department of Health and Human Services for the mental health/juvenile justice initiative for the period of October 1, 2024 through September 30, 2025 and receive $100,000 for those services.

Revenue Contract Renewal: Eaton Truancy Intervention Program
CMHA-CEI will enter into a contract renewal with the Eaton County Board of Commissioners and the 56th Circuit Court to provide screening, assessment, referral, and treatment services to youth and families under jurisdiction of the Eaton County Juvenile Court for the period of October 1, 2024 through September 30, 2025 and receive funding for those services.

Revenue Contract Renewal: Clinton County Regional Educational Services Agency (RESA)

With this contract renewal with Clinton County Regional Educational Services Agency (RESA), CMHA-CEI will provide a Mental Health Therapist to provide mental health therapy services to students in Clinton County Schools for the period of October 1, 2024 to September 30, 2025 and receive $137,502 for those services.

MOTION CARRIED unanimously.

Expense Contract Renewals

MOVED by Joe Brehler and SUPPORTED by Raul Gonzales 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 contract renewals based on the fact that the information has been reviewed and the proposals are in line with agency responsibilities:

Expense Contract Renewal: Metaformers Inc.

Under this contract renewal, CMHA-CEI will purchase on-going support for the (Oracle Cloud) system, from Metaformers, Inc., Reston, VA) and pay $54,000 for release management and an estimated $215,250 for support services based on per hour utilization in the prior year. The total estimated amount for this contract is $269,250 for the period of October 1, 2024 through September 30, 2025. The agreement with Metaformers remains effective for as long as there is an active Statement of Work (SOW) and for six (6) months following completion or termination of the last active SOW. The SOWs are renewed on a quarterly-basis by CMHA-CEI's Chief Finance Officer.

Expense Contract Renewal: Metaformers for Oracle America, Inc. – Cloud Services Agreement

With this contract renewal, CMHA-CEI will purchase Oracle Fusion Cloud Services from Oracle America, Inc. and pay $180,822.24.

Expense Contract Renewals: Michigan Department of Health and Human Services (MDHHS) Donated Funds Agreements (DFA) – Eligibility Specialists
CMHA-CEI will enter into an expense contract renewal with Michigan Department of Health and Human Services to purchase Eligibility Specialist services and pay up to $74,900 each (totaling $149,800) for two full-time (2.0 FTE) Eligibility Specialist positions for the period of October 1, 2024 through September 30, 2025.

MOTION CARRIED unanimously.

Recommended Budget for Fiscal Year 2024/2025
Sue said rates from the state have not been released yet. We have agreements with two of the three Unions, so wages are not yet final, either. Sue asks that the Finance Committee approves the preliminary budget as is and we will amend once we have final numbers. Sue said the CCBHC rate meeting is next Friday, so we don't have that rate at this point, either.

ACTION:
Moved by Joe Brehler and Supported by Raul Gonzales to accept the recommended steady state budget projections for FY2024/2025.

MOTION CARRIED unanimously.

Sue said she wanted to bring up the fact that we do have funds available if we want to make an additional contribution to MERS; this has to be completed before the end of the fiscal year. Tim would like to shelve this until New Business.

New Expense Contract: Worktango
Jana Baylis presented this contract for an engagement software. We have two systems we are currently completing manually; one of these is our Star Service Award program, which is used to reward employees that go above and beyond. The program isn't as readily accessible or widely-used as Jana would like. Worktango would allow the communication and celebration of the Star Service Awards to be instantaneous – it would also broadcast the news to a larger group of folks. Jana noted this would take up far less admin time.

The other process that Worktango would improve is the milestone celebrations. The system would automate these processes. Folks would also be able to opt in to have their birthday announced.

The more urgent item Worktango will be helping with is staff surveys. This will assist in receiving more feedback from staff and will help with retention efforts.

ACTION:

Moved by Joe Brehler and Supported by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a two-year agreement with Worktango, Inc to implement an agency-wide Retention and Engagement software to connect, recognize, celebrate and gather feedback from the CMHA-CEI staff, estimated to be in place before the end of 2025 calendar year at a cost of $34,000 per year.

MOTION CARRIED unanimously.

New Expense Contract: Municipal Consulting Services, LLC

Jana said this was discussed briefly during strategic planning. One goal of the new strategic plan is to ensure salaries at CEI remain competitive. This consultant has extensive experience with the CMH system. He also completed a compensation study for CEI in 2010. Jana said we would like to get on his schedule in the Spring of 2025.

Tim wanted to know how this compares price and quality-wise with the last survey completed? Jana said the only reason we didn't use this consultant last time is because we couldn't get on his schedule. His studies are much more comprehensive. Sara added that we were in an urgent state last time and we went with what was available at the time.

ACTION:

Moved by Joe Brehler and Supported by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a Compensation Study agreement with Municipal Consulting Services, LLC to perform a comprehensive Compensation Study, estimated to begin May 2025 and take approximately 120 days to complete, at an estimated cost of $60,000.

MOTION CARRIED unanimously.

Tentative Agreement: OPEIU Local 459 – Large, RN & Residential Units

Jana said an agreement was made yesterday. The agreement is a 3% raise and a one-time payment of $2,000 as long as the agreement is ratified by 9/19/2024, to be paid out on 9/27/2024.

Relief staff who meet the qualifications will receive a one-time payment of $500 to be paid out on 9/27/2024.

ACTION:

Moved by Joe Brehler and Supported by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to ratify the amendments to the Collective Bargaining Agreements between the Employer and the Local 459 Large, RN & Residential Units as presented for the Collective Bargaining Agreements expiring September 30, 2026.

MOTION CARRIED unanimously.

Tentative Agreement: OPEIU Local 512 – Supervisor Unit

Jana Baylis presented this tentative agreement with Local 512.

ACTION:

Moved by Joe Brehler and Supported by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to ratify the amendments to the Collective Bargaining Agreements between the Employer and the Local 512 Supervisor Unit as presented for the Collective Bargaining Agreements expiring September 30, 2026.

MOTION CARRIED unanimously.

Sara wanted to recognize Jana for all of her hard work with negotiations!

Non-Rep Wage Increase

Jana presented this item regarding the non-rep wage increase.

ACTION:

Moved by Joe Brehler and Supported by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to approve the wage increase and one-time payment for the Non-Represented employees as presented by staff at the September Finance Committee meeting.

MOTION CARRIED unanimously.

Casual/Relief Staff One-time Wage Increase

Jana Baylis presented

ACTION:

Moved by Joe Brehler and Supported by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to approve of a one-time $500 payment to be paid to the Casual/Relief Staff by the Payroll/Benefits Department on September 27, 2024.

MOTION CARRIED unanimously.

Raul wanted to commend Sharon Taylor of Local 459 for her hard work on negotiations. Jana agreed that Sharon has been great work with and presented a very fair deal.

Unfinished Business

None

New Business

a. Increase in MERS Contribution

Sue recommends taking the opportunity to use excess funds in this way as our opportunities to do this are drying up. Raul said he thinks this is fair considering what MERS pays out to our employees.

Joe voiced his concerns. He said if we are going to make an additional payment, we have to recognize it's not going towards our unfunded liability. As long as we understand we are paying them 1:1 dollars-wise and we are okay with accruing the benefit down the road, he is okay with it.

ACTION:

Moved by Joe Brehler and Supported by Raul Gonzales that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to send a payment of $1,000,000 to MERS in fiscal year 2024.

MOTION CARRIED unanimously.

Sara wanted to reemphasize that CEI is part of a region and while CEI is lucky to have good enrollment and strong capitation, as a region, we are all dealing with increased hospitalization, ABA, and specialized residential. The State has not recognized that the rates were too low for the enrollment numbers. Even with returning money, MSHN will still have to deplete their ISF to deal with these crises. Sara said this money will go towards assisting the other counties who are struggling. Discussion ensued.

Public Comment:

None

The meeting was adjourned at 6:42 pm. The next regularly scheduled Finance Committee meeting is Wednesday, October 9th, 2024 at 5:30pm, 812 E. Jolly Rd, Atrium.

Minutes Submitted by:

Darby Vermeulen
Finance Administrative Assistant