



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

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

**Committee Members Present:**

**Tim Hanna**  
**Paula Yensen**  
**Raul Gonzales**  
**Joe Brehler**  
**Dwight Washington**

**Committee Members Excused:**

**Ryan Sebolt**

**Staff Present**

**Darby Vermeulen, Sue Panetta, Gwenda Summers, Jana Baylis, April Poyer, Joanne Holland, Shana Badgley, KC Brown**

**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 5:31 p.m.

**Previous Meeting Minutes:**

MOVED by Paula Yensen and SUPPORTED by Joe Brehler to approve the Finance Committee meeting minutes of October 9<sup>th</sup>, 2024

MOTION CARRIED unanimously.

**Adoption of Agenda:**

MOVED by Joe Brehler and SUPPORTED by Dwight Washington to adopt the agenda of November 13<sup>th</sup>, 2024.

MOTION CARRIED unanimously.

**Public Comment on Agenda Items:**

None

**BUSINESS ITEMS:**

**Expense Contract Renewal: Piper & Gold Public Relations, LLC**

Sara Lurie reminded the committee that this was the PR firm selected through the RFP process for the Crisis Stabilization Unit and also other CEI events. Sara said she has been pleased with P&G's work, and there has been a name selected for the CSU!

**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 renew the contract with Piper & Gold Public Relations, LLC to provide public relations and

branding services related to the new Crisis Stabilization Center from October 1, 2024 through September 30, 2025 in the amount of \$80,000.

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: Blue Cross Blue Shield of Michigan 2025 Plan Year**

Under this contract with Blue Cross Blue Shield of Michigan, CMHA-CEI will purchase employee healthcare benefits from Blue Cross Blue Shield of Michigan for the period of January 1, 2025 to December 31, 2025 and pay fees per the rate schedule below. The rates represent a 12.37% increase over the previous year's rates.

BCBSM Plan only rates:

BCBSM HRA 1B 250/500 Deductible	Single	\$ 767.69
B	Double	\$1,842.44
	Family	\$2,303.06
		\$ -
BCBSM HRA 1A Fully Funded	Single	\$ 767.69
A	Double	\$1,842.44
	Family	\$2,303.06
		\$ -
BASE PLAN		
BCBSM HDHP 1650/3300	Single	\$ 756.30
	Double	\$1,815.11
	Family	\$2,268.90

**Expense Contract Renewal: BCBSM Medicare Advantage Plan 2025 Plan Year**  
 With this contract renewal, CMHA-CEI will enter into contract renewal with Blue Cross Blue Shield of Michigan to purchase retiree health benefits from Blue Cross Blue Shield of Michigan for the period of January 1, 2025 to December 31, 2025 and pay the flat fee listed below.

**\$411.01 Per Member Per Month**



**2025 BCBSM Medicare Advantage PPO Group Contract (Schedule A)**

Group Name	Community Mental Health Authority of Clinton, Eaton, Ingham Counties		
Option Number	0		
Option Description	-		
Contract Effective Date	1/1/2025		
Contract End Date	12/31/2025		
Funding Type	Fully-Insured		
NASCO Group Number			
NASCO Division			
MA Group Number(s)			
MA Group Suffix(es)			

  

MA Rate	\$139.91
PD Rate	\$271.10
MAPD Rate	\$411.01

**Expense Contract Renewal: Gallagher Benefit Services, Inc. – Healthcare and Benefits Consulting Services**

Sue Panetta presented this contract with Gallagher Benefit Services, Inc., under which CMHA-CEI will purchase healthcare and benefits consulting services and pay up to \$109,000 per year for the period of January 1, 2025 or beginning on the date of the accepted agreement and is effective for one year thereafter.

**Expense Contract Renewal: ISolved 2025 Plan Year**

With this contract renewal with ISolved, CMHA-CEI will purchase COBRA administration services and COBRA compliance notices from ISolved for the period of January 1, 2025 to December 31, 2025 and pay fees per the rate schedule below.

2% administration fee on the cost of all plans offered through COBRA to be paid for by the person enrolled:

2025 COBRA RATES With 2% Admin Fee			
	Single	Double	Family
BCBSM HRA 1B 250/500 Deductible	\$ 935.53	\$ 2,219.31	\$ 2,769.52
BCBSM HRA 1A Fully Funded	\$ 959.10	\$ 2,275.91	\$ 2,840.24
BCBSM HDHP 1650/3300	\$ 856.42	\$ 2,021.42	\$ 2,484.28
Health Insurance Premium includes HRA Factor for HRA Plans			
DENTAL	DELTA DENTAL		
SINGLE/Month	42.77		
DOUBLE/Month (2 persons)	79.86		
FAMILY/Month (More than 2 Persons)	137.71		
VISION	VSP		
SINGLE/Month	4.82		
DOUBLE/Month (2 persons)	9.64		
FAMILY/Month (More than 2 Persons)	15.40		

5% service fee for all administrative services related to mailing notifications, etc. will apply as well.

MOTION CARRIED unanimously.

**Revenue Contract Renewal: Michigan Department of Health and Human Services (MDHHS) – MI Kids Now Mobile Response II Grant Program**

Gwenda Summers presented this renewal contract with no changes from last year.

**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 a contract renewal with the Michigan Department of Health and Human Services to reinforce and strengthen operations of the crisis warm line and mobile crisis services for youth (up to the age of 21) and families experiencing a mental health crisis for the retroactive period of October 1, 2024 to September 30, 2025 and receive \$199,796.00 for those services.

**MOTION CARRIED** unanimously.

**Selection of Financial and Compliance Auditors – Fiscal Year 2024**

Sue Panetta presented this renewal. We are beyond the three-year contract with Maner Costerisan, however, there is a shortage of auditors and staff working within our industry. Sue is hoping to go back out for bid next year once we have new software.

**ACTION:**

**MOVED** by Joe Brehler and **SUPPORTED** by Dwight Washington that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract with Maner Costerisan to complete the CMHA-CEI compliance examination and financial audit services for Fiscal Year 2024 and pay \$53,500.

**MOTION CARRIED** unanimously.

**Unfinished Business**

None

**New Business**

**a. Q4 Financial Statement Review**

Sue Panetta presented the preliminary end-of-year financials. She said we have not adjusted the MERS liability of \$24M hitting our net position. This will be updated once we receive the reports needed to calculate this number.

Sue then noted that with Medicaid and CCBHC, we are very close to budget. The operating revenue is ahead of budget in total, which includes the bonus of \$4.6M we received for CCBHC.

The biggest difference on the expense side is in the salary and wage line. We are still below for this year – we hover right around 50 open positions.

Sue reviewed the provider network portion of the statements. Our total contract budget of \$83M came in nearly spot on.

In reviewing the bucket report, CCBHC is showing a net gain of \$6.1M. The MSHN lapse dollars are total \$11.7M.

Joe wondered what the mean salary is currently? Sue said a very rough estimate is \$48k. Sara said a lot of open positions are relief staff. Jana noted a recent hiring fair attracted about 100 people. She went on to say that we are at max capacity with interns, and many of these staff become employees. This has been a huge asset in hiring.

**Public Comment:**

None

The meeting was adjourned at 5:49 pm. The next regularly scheduled Finance 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