



Community

MENTAL HEALTH
CLINTON • EATON • INGHAM

FINANCE COMMITTEE

Meeting Minutes

Wednesday, October 8th, 2025

5:30 p.m.

812 E. Jolly Rd, G11-C

Lansing, MI 48910

Join Zoom Meeting

<https://zoom.us/j/98547470124>

Meeting ID: 985 4747 0124

Committee Members Present:

Jeanne Pearl-Wright

Raul Gonzales

Dwight Washington

Paula Yensen

Committee Members Excused:

Ryan Sebolt

Tim Hanna

Staff Present

Darby Vermeulen, Joanne Holland, Gwenda Summers, Elise Magen, Morgan McKittrick, Jana Baylis

Other Board Members Present:

None

Public Present:

None

Finance Committee Meeting
October 8th, 2025

MINUTES ARE DRAFT PENDING COMMITTEE APPROVAL

Others Present:

None

Call to Order:

The meeting was called to order by Vice Chairperson Paula Yensen at 5:34 p.m. It was noted there was no quorum at the start of the meeting.

Previous Meeting Minutes:

MOVED by Jeanne Pearl-Wright and SUPPORTED by Dwight Washington to approve the Finance Committee meeting minutes of September 10th, 2025.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Dwight Washington and SUPPORTED by Raul Gonzales to adopt the agenda of October 8th, 2025.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None

BUSINESS ITEMS:

Expense Contract Renewal: RLDatx Policystat

Elise Magen presented the software renewal for where our policies are held. The contract has been increased by 5% from last year, and this increase will continue for the next two years.

ACTION:

MOVED by Jeanne Pearl-Wright and SUPPORTED by Dwight Washington that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to renew the contract with RLDatx Policystat for the period of October 1, 2025 through September 30, 2028 for a total of \$68,338.88.

MOTION CARRIED unanimously.

Expense Contract Renewals

MOVED by Jeanne Pearl-Wright 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: Insight - M365 Licensing

Joanne Holland presented this item for the new Microsoft 365 product. This is for email, network shares, switching to Microsoft Office in the Cloud, etc. The licensing is very pricy. The licensing for current Microsoft products is ending very soon. Joanne said the biggest change is the optics of the email, but the functioning is all the same. IS has put together an FAQ document for staff. With this renewal, CMHA-CEI purchase M365 licenses through our licensing partner Insight. This will cover FY2026, FY2027, & FY2028 for the cost of \$379,061.10 each year.

Expense Contract Renewal: Insight, VMWare Reseller

Joanne Holland presented this renewal for CEI's virtual environment. When we host someone virtually and the server crashes, it allows them to be moved to a different server so they can keep working. This is a standard renewal; however, the price increase was significant this year. We negotiated it down a bit, but we will be looking at less expensive options next year. CMHA-CEI will enter into contract renewal with Insight for VMware license subscription beginning September 27th, 2025 through September 26th, 2026 and pay \$183,849.60 for that subscription.

MOTION CARRIED unanimously.

Expense Contract Renewal: Piper & Gold Public Relations, LLC

Sara Lurie presented this renewal. This year, the firm will prepare a quarterly press release, continued branding activities, planning and implementing the open house of

the CSU, and providing CEI some training on crisis communication. This is an area of expertise for P&G, and we aren't sure we will need crisis communication, but it's good to be prepared.

ACTION:

MOVED by Jeanne Pearl-Wright and **SUPPORTED** by Dwight Washington that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to renew our contract with Piper & Gold Public Relations, LLC to provide public relations, branding services, and support for the Grand Opening related to the new Crisis Stabilization Center from October 1, 2025 through September 30, 2026 in the amount of \$80,000.

MOTION CARRIED unanimously.

Expense Contract Renewals

MOVED by Raul Gonzales and **SUPPORTED** by Jeanne Pearl-Wright 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: VSP 2026-2027 Plan Years

Sue said there are no changes to this renewal. CMHA-CEI will enter into contract renewal with VSP to purchase employee vision benefits from VSP for the period of January 1, 2025 to December 31, 2027 and pay fees per the rate schedule below.

VISION	VSP
SINGLE	4.73 /MO
DOUBLE (2 Persons)	9.45 /MO
FAMILY (More than 2 persons)	15.10 /MO

Expense Contract Renewal: BCBSM Medicare Advantage Plan 2026 Plan Year

There was quite a significant increase on this renewal. We negotiated a better price, but it is still a big increase. Jana noted that the Local 459 Union members do receive a stipend from the Union for retiree healthcare. With this 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, 2026 to December 31, 2026 and pay the flat fee listed below.

\$406.35 Per Member, Per Month

Medicare PLUS BlueSM PPO		
 Blue Cross Blue Shield of Michigan is a nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association.		
Community Mental Health Authority of Clinton, Eaton, Ingham Counties		
	2026 MAPD PPO	
Quote Date	9/9/2025	
Coverage Effective Date	1/1/2026	
Coverage End Date	12/31/2026	
Coverage Length (Months)	12	
Plan Type	MAPD	
Estimated Membership	43	
Option Number	0	
Option Description	Alternate 1	
NASCO Group Number		
NASCO Division		
Group Number(s)		
Group Suffix(es)		
MEDICARE ADVANTAGE GROUP RATES		
	2026 Medical (MA) Rate PMPM	\$81.25
	2026 Pharmacy (PD) Rate PMPM	\$325.10
	2026 Total MAPD Rate PMPM	\$406.35
<i>Notes and Conditions</i>		

Expense Contract Renewal: Kapnick 2026 Plan Year

Sue Panetta presented this item for the administrator of CEI's Flexible Spending Account. With this renewal, CMHA-CEI will enter into contract renewal with Kapnick to purchase FSA, LPFSA, and Dependent Care benefits and administration from Kapnick for the period of January 1, 2026 to December 31, 2026 and pay fees per the rate schedule below.

SCHEDULE A

ADMINISTRATIVE SERVICE CHARGES

- a) Initial Set-Up Fee: \$300.00
- b) Administrative Fee: \$5.00 per participant (based upon the number of employees participating in the plan as of the start of the plan year).
- c) Annual Re-Enrollment Fee: \$250
- d) The amount of any taxes, or other charges or fees connected therewith, assessed against Kapnick with respect to any benefit payments made by Kapnick under the Plan, the Agreement, and this Schedule will be billed to the Employer.
- e) Special fees charged at the time of a Plan change for the revision and updating of the Plan document and the revision and reprinting of the employee brochure. Such fees will be based on the actual time spent and expense incurred in processing the change at the consulting rate of \$150.00 per hour.
- f) Fees for special reports or documentation requested by the Employer over and above the standard reports provided by this Schedule and listed in Section 6 at the normal consulting rate of \$150.00 per hour.

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

Sue Panetta noted that we are a very high utilization organization, and Gallagher is great at helping negotiate bids and rates for CEI.

CMHA-CEI will renew the existing contract with Gallagher Benefit Services, Inc., to purchase healthcare and benefits consulting services and pay up to \$109,000 per year for the period of January 1, 2026 – December 31, 2026.

Expense Contract Renewal: New York Life 2024-2027 Plan Year

Sue noted this ends at retirement, with an option for folks to continue on their own.

CMHA-CEI will enter into contract renewal with CIGNA (Life Insurance Company of North America) to purchase employee Life, Short Term Disability (STD), Long Term Disability (LTD), Voluntary Life and Voluntary AD&D insurance coverage from CIGNA (Life Insurance Company of North America) for the period of January 1, 2026 to December 31, 2026 and pay fees per the rate schedule below.

Renewal Rate Summary

Product, Policy Number	Inforce Rate	Renewal Rate	Coverage Basis	Monthly Volume	Inforce Annual Premium	Renewal Premium	Annual Premium Change	% Change	Rate Guarantee
Basic EE AD&D OK967724	\$0.015	\$0.015	Per \$1,000 Face	\$30,070,806	\$5,413	\$5,413	\$0	0%	36 Months
Basic Life FLX966179	\$0.139	\$0.139	Per \$1,000 Face	\$30,070,796	\$50,158	\$50,158	\$0	0%	36 Months
Voluntary Life FLX966179	Age Banded - See Exhibit I	Age Banded - See Exhibit I	Per \$1,000 Face	\$27,220,000	\$116,730	\$116,730	\$0	0%	36 Months
Short Term Disability LK751631	C1: \$0.29 C2: \$0.46	C1: \$0.29 C2: \$0.46	Per \$10 of weekly benefit	\$435,264	\$161,184	\$161,184	\$0	0%	36 Months
Long Term Disability LK964237	\$0.35	\$0.35	Per \$100 Monthly Covered Payroll	\$4,412,867	\$185,340	\$185,340	\$0	0%	36 Months

**New York Life reserves the right to change premium rates if any of the following occurs:

- The policy terms change
- A division, subsidiary, eligible company, or class is added/deleted
- There is a change of more than 10% in the number of insured employees since the date of the last census provided as pricing is based on the most recent census file.
- If all products do not renew with NYL GBS; rates were developed on a packaged basis.

MOTION CARRIED unanimously.

Unfinished Business

None

New Business

a. Closed Session – Discussion of 2026 Healthcare Options

Moved by Dwight Washington and supported by Dwight Washington to move into closed session to discuss 2026 healthcare options.

Public Comment:

None

The meeting was adjourned at 6:44 pm. The next regularly scheduled Finance Committee meeting is Wednesday, November 12th, 2025 at 5:30pm, 812 E. Jolly Rd, conference room G11-C.

Minutes Submitted by:

Darby Vermeulen

Finance Administrative Assistant