

<b>Community Mental Health Partnership of Southeast Michigan</b>		<b><i>Policy:</i></b> <b><i>Chief Executive Officer General Scope of Authority</i></b>	
CMHPSM Board Governance			
Original Board Approval 8/13/2014	Date of Board Approval 6/14/2023	Date of Implementation 6/14/2023	

**I. POLICY / PURPOSE**

It is the policy of the Community Mental Health Partnership of Southeast Michigan (CMHPSM) that the Chief Executive Officer has the necessary decision-making authority for decisions relating to how CMHPSM purposes and policies are operationalized and how organizational goals are attained; for decisions involving intermediate and short-range commitment and control of resources; and for PIHP/Regional Entity operations in collaboration with the Regional Operations Committee and the CMHPSM Operating Agreement.

This policy shall govern the authority of the CMHPSM Chief Executive Officer, as the chief administrative officer of the CMHPSM, to implement approved policies and to provide leadership and management in PIHP/Regional Entity operations to carry out the CMHPSM Board’s overall purpose and goals.

**II. REVISION HISTORY**

Revision Date	Modification
8/13/2014	Original Policy Board Approval
4/1/2020	Revisions to CEO Title, Board Review
4/14/2021	Annual Board review
4/12/2023	Application change, formatting, purpose/policy combine

**III. APPLICATION**

This policy applies to the individuals or groups identified with a checkmark in the table below.

<input checked="" type="checkbox"/> CMHPSM PIHP Staff, Board Members, Interns & Volunteers
<input type="checkbox"/> Regional Partner CMHSP Staff, Board Members, Interns & Volunteers
Service Providers of the CMHPSM and/or Regional CMHSP Partners:
<input type="checkbox"/> Mental Health / Intellectual DD Service Providers
<input type="checkbox"/> SUD Treatment Providers <input type="checkbox"/> SUD Prevention Providers
<input type="checkbox"/> Other as listed:

**IV. DEFINITIONS**

Community Mental Health Partnership of Southeast Michigan (CMHPSM): The Regional Entity that serves as the PIHP for Lenawee, Livingston, Monroe and

Washtenaw counties for mental health, intellectual/developmental disabilities, and substance use disorder services.

Operating Agreement: The Agreement by and between the CMHPSM Partner CMHSP Boards to set forth the terms and conditions of the operation of the CMHPSM in accordance with the CMHPSM Bylaws and Shared Governance documents.

## **V. STANDARDS**

- A. The Chief Executive Officer shall be authorized to approve expenditures and execute contracts for amounts up to \$25,000.
- B. The Chief Executive Officer shall be authorized to sign all contracts above \$25,000 that have been duly approved by the CMHPSM Board and are in conformity with the annual budget.
- C. The Chief Executive Officer shall be authorized to sign and execute all revenue and grant award contracts.
- D. The Chief Executive Officer shall be authorized to sign renewals and/or extensions of leases which have been duly approved by the CMHPSM Board.
- E. The Chief Executive Officer shall be authorized to open, close, and maintain control records of bank accounts with prior approval of the CMHPSM Board.
- F. The Chief Executive Officer shall be authorized to delay the issuance of checks in order to benefit the cash flow and investment levels of the organization.
- G. The Chief Executive Officer shall be the signor of all CMHPSM bank accounts with additional signors to be the Chief Financial Officer and a designee of the Chief Executive Officer.
- H. The Chief Executive Officer shall be the signor of all checks issued by the CMHPSM with additional signors to be the Chief Financial Officer and a designee of the Chief Executive Officer.
- I. The Chief Executive Officer shall be authorized to represent the CMHPSM in negotiating the Medicaid Specialty Supports and Services contracts with the Michigan Department of Health and Human Services (MDHHS) and the CMHSP Partners.
- J. The Chief Executive Officer shall be authorized to communicate with approved legal counsel on PIHP/Regional Entity matters.
- K. The Chief Executive Officer shall be authorized to hire, supervise, and terminate employees consistent with CMHPSM Board approved Board Governance policies and enter into agreements related to the leasing of CMHPSM personnel from a CMHSP Partner or another entity.