

MEETING MINUTES

FULL BOARD

TUESDAY, FEBRUARY 25, 2025

Draft

MEMBERS PRESENT:	<input type="checkbox"/> OPEN SEAT (VACATED BY S. SLATON)	<input checked="" type="checkbox"/> C. NAGY
	<input type="checkbox"/> OPEN SEAT (VACATED BY M. KOZAK)	<input checked="" type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input checked="" type="checkbox"/> L. BERRY-BOBOVSKI	<input checked="" type="checkbox"/> M. PIZZIMENTI
	<input checked="" type="checkbox"/> P. BRIDGE	<input checked="" type="checkbox"/> M. SERIO - VICE & COMM. CHAIR
	<input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR	<input checked="" type="checkbox"/> S. VANDEMERGEL
	<input checked="" type="checkbox"/> M. IKLE	<input checked="" type="checkbox"/> A. YURKANIN
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MEMBER(S) ABSENT:		
OTHERS PRESENT	C. CONKLIN K. AULETTE A. BOWERS	

- CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:02 PM**.
- ROLL CALL**
- APPROVAL OF AGENDA:** **AGENDA DATED FEBRUARY 25, 2025**

<input checked="" type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS PRESENTED.
<input type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS MODIFIED:
Moved by: M. Ikle / Seconded by: S. Vandemergel
<input checked="" type="checkbox"/> MOTION PASSED 9 / 0
<input type="checkbox"/> MOTION FAILED

- CALL TO THE PUBLIC:** **None.**
- APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED JANUARY 28, 2025**

<input checked="" type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.
<input type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS MODIFIED:
Moved by: M. Serio / Seconded by: S. Vandemergel
<input checked="" type="checkbox"/> MOTION PASSED 9 / 0
<input type="checkbox"/> MOTION FAILED

6. BOARD ADMINISTRATION: None **Item(s) Noted Below**

a) Per-Diem for Special Meetings / Functions: None Items Noted Below

Event Announcement(s): None **Item(s) Noted Below**

- OLSHA's Walk for Warmth: March 15, 2025, at Oceola Community Center 1661 N. Latson Road, Howell MI from 8:30 to 11 am.
- 2025 Special Ministries Annual Basketball Game: March 15, 2025, at Oceola Community Center 1661 N. Latson Road, Howell, MI. The game is from 2-4 pm.
- Genesis House 15th Annual Spaghetti Dinner: March 20, 2025, from 4-7 pm at 1137 E. Grand River, Howell, MI

7. CONSENT AGENDA:

Removal of item(s) from the Consent Agenda: None Items Noted Below

CONSENT AGENDA APPROVAL

Discussion was held.

MOVED BY: C. Nagy / SECONDED BY: S. Vandemergel

Motion to accept and approve the consent agenda, as presented. (Items referenced below).

MOTION PASSED 9 / 0

MOTION FAILED

a) FY23 & FY24 MSU HEALTHCARE, INC. CONTRACT AMENDMENT #2 FOR CHILDREN'S PSYCHIATRIC SERVICES (REF. W&M AG. #2)

Motion to approve FY23-24 Contract Amendment #2 between LCCMHA and MSU Healthcare, Inc., services at rates, as presented. Effective 03/01/2025 to 9/30/2025.

b) DUMMIES ON THE RUN CPR INSTRUCTION ADDENDUM #1 RATE INCREASE FOR IN-PERSON CPR (REF. W&M AG. #3)

Motion to approve Contract Amendment #1 for Dummies on the Run CPR Instruction, at rates presented. Effective 04/01/2025 to 09/30/2026.

c) FY25 & FY26 MAGNET ABA THERAPY, LLC FOR ABA SUPPORT SERVICE (REF. W&M AG. #4)

Motion to approve the FY25 and FY26 Contract between LCCMHA and Magnet ABA Therapy, LLC for ABA Support Services at rates, as presented. Effective 03/01/2025 to 9/30/2026.

d) FY25 & FY26 HFHS - ACADIA JOINT VENTURE, LLC DBA HENRY FORD BEHAVIORAL HEALTH HOSPITAL IN-PATIENT HOSPITALIZATION PROVIDER (REF. W&M AG. #5)

Motion to approve the FY25 & FY26 Contract between LCCMHA and HFHS – Acadia Joint Venture, LLC. dba Henry Ford Health Behavioral Health Hospital at rates, as presented. Effective 03/01/2025 to 9/30/2026.

e) **FINANCE DEPARTMENT STAFFING CHANGE REQUEST (10- ACTIONS) (REF. W&M AG. #6)**

Action #1: Elimination of the Senior Accounting Specialist position (1FTE – R105)

Motion to approve the elimination of the Senior Accounting Specialist position (1FTE – R105). Effective February 28, 2025.

Action #2: Creation of the Accounting Specialist Position (1FTE-R104)

Motion to approve the creation of the Accounting Specialist position (1FTE – R104). Effective February 28, 2025.

Action #3: Accounting Specialist Job Description (1FTE-R104)

Motion to approve the job description for the Accounting Specialist position (1FTE – R104). Effective February 28, 2025.

Action #4: Creation of the Provider Claims Processor Position (1 FTE-R104)

Motion to approve the creation of the Provider Claims Processor position (1FTE – R104). Effective February 28, 2025.

Action #5: Provider Claims Processor Job Description (1FTE-R104)

Motion to approve the job description of the Provider Claims Processor position (1FTE – R104). Effective February 28, 2025.

Action #6: Creation of the Accounting Coordinator Position (1FTE-R110)

Motion to approve the creation of the Accounting Coordinator position (1FTE – R110). Effective February 28, 2025.

Action #7: Accounting Coordinator Job Description (1FTE-R110)

Motion to approve the job description for the Accounting Coordinator position (1 FTE-R110). Effective February 28, 2025.

Action #8: Elimination of the E.H.R. Liaison Position (1FTE-R104)

Motion to approve the elimination of the E.H.R. Liaison position (1FTE – R104). Effective February 28, 2025.

Action #9: Creation of the Compliance Analyst Position (1FTE-R108)

Motion to approve the creation of the Compliance Analyst position (1FTE – R108). Effective February 28, 2025.

Action #10: Compliance Analyst Job Description (1FTE-R108)

Motion to approve the job description for the Compliance Analyst position (1FTE – R108). Effective February 28, 2025.

f) **EMPLOYEE RETIREMENT RECOGNITION RESOLUTION – LAURA DOBSON (REF. W&M AG. #7)**

Motion to approve the Resolution of Recognition to Laura Dobson for her almost 25 years of service to the agency, as presented.

8. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach February 2025 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational

d) EARNED SICK TIME ACT MEMO FOR THE REVISION OF THE PERSONNEL MANUAL

Discussion was held.

MOVED BY: M. Pizzimenti / SECONDED BY: L. Berry-Bobovski

Motion to approval of the changes to the Sick & Personal Time Section III, E., of the LCCMHA Personnel Manual to include the new requirements of the Michigan Earned Sick Time Act, as presented. Effective 2/21/2025.

MOTION PASSED 10 / 0

MOTION FAILED

e) FY25 MDHHS/CMHSP MANAGED MENTAL HEALTH SUPPORTS AND SERVICES CONTRACT AMENDMENT #1

Discussion was held.

MOVED BY: M. Serio / SECONDED BY: J. Pfeffer

Motion to approve the FY25 Managed Mental Health Supports and Services General Fund (GF) Contract Amendment #1 between the Michigan Department of Health and Human Services and Livingston County Community Mental Health Authority, as presented. Effective 10/1/24 to 9/30/25

MOTION PASSED 10 / 0

MOTION FAILED

9. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

The Minutes of the February 18, 2025 meeting of Ways & Means Committee were presented for review.

10. CMHPSM (REGION 6): **None** **Item(s) Noted Below**

a) Event Announcement(s): None Items Noted Below

- Next Regional Board Meeting Date: 04/09/2025

11. CMHAM: **None** **Item(s) Noted Below**

a) Event Announcement(s): None Items Noted Below

12. BOARD CORRESPONDENCE: **None** **Item(s) Noted Below**

a) Genesis House Newsletter

13. NEW BUSINESS: **None** **Item(s) Noted Below**

14. OLD BUSINESS: None Item(s) Noted Below

a) PARKING LOT ITEMS:

15. CALL TO THE PUBLIC: None

16. ADJOURNMENT: THE MEETING ADJOURNED AT 6:35 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

Angela Bowers
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date