

# MEETING MINUTES

## FULL BOARD

### TUESDAY, JULY 29, 2025

Draft

|                      |   |   |
|----------------------|---|---|
| MEMBERS<br>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 type="checkbox"/> J. PFEFFER - BOARD SECRETARY             |
|                      | <input 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 type="checkbox"/> A. YURKANIN                              |
| MEMBER(S)<br>ABSENT: | L. BERRY-BOBOVSKI, J. PFEFFER, A. YURKANIN                  |   |
| OTHERS<br>PRESENT    | C. CONKLIN<br>K. AULETTE<br>A. BOWERS                       | J. LAFAVOR<br>M. DAGGETT  |

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:00 PM**.

2. **ROLL CALL**

3. **APPROVAL OF AGENDA:** **AGENDA DATED JULY 29, 2025**

- ☐ MOTION TO APPROVE THE AGENDA, AS PRESENTED.
- ☒ MOTION TO APPROVE THE AGENDA, AS MODIFIED: BOARD MEMBER M. IKLE REQUESTED TO AMEND THE AGENDA AND MOVE ITEM #8A UP TO ITEM #6A.  
MOVED BY: **M. Ikle** / SECONDED BY: **S. Vandemergel**
- ☒ MOTION PASSED 7/0
- ☐ MOTION FAILED

4. **CALL TO THE PUBLIC:** ☒ None. ☐

5. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED JUNE 24, 2025**

- ☒ MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.
- ☐ MOTION TO APPROVE THE MINUTES, AS MODIFIED:  
MOVED BY: **M. Serio** / SECONDED BY: **M. Pizzimenti**
- ☒ MOTION PASSED 7/0
- ☐ MOTION FAILED

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

- a) MERS – Defined Benefit (DB) Plan / Annual Actuarial Valuation Report December 31, 2024 / Presentation by MERS / J. LaFavor – Regional Manager – Informational Only (Moved up from Item #8a on original agenda)
- b) Per-Diem for Special Meetings / Functions: ☒ None    ☐ Items Noted Below:
- c) Event Announcement(s): ☒ None    ☐ Item(s) Noted Below
- d) Board Review of LCCMHA Policy 381: Procurement of Goods and Services

**e) Re-Appointment of A. Gontarski to the SUD Oversight and Policy Board**

Discussion was held.

**Moved by: M. Serio / Seconded by: S. Vandemergel**

MOTION TO approve the re-appointment of Annette Gontarski to the Substance Abuse Disorder Oversight Policy Board. Effective 10/01/2025 to 09/30/2028.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**7. CONSENT AGENDA:**

**8. EXECUTIVE DIRECTOR'S REPORT:**

- ~~a) MERS – Defined Benefit (DB) Plan / Annual Actuarial Valuation Report December 31, 2024 / Presentation by MERS / J. LaFavor – Regional Manager – Informational Only (Moved to Item #6a)~~
- a) Delegated Contract June 2025 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational

**9. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:**

**a) FINANCE REPORT & FY25 PROJECTIONS / INFORMATIONAL**

**b) FY25 & FY26 CONTRACT AMENDMENT #1 WITH PATHLIGHT COMMUNITY SERVICES FOR IN-COUNTY LICENSED RESIDENTIAL**

DISCUSSION WAS HELD.

**Moved by: M. Serio / Seconded by: M. Pizzimenti**

MOTION TO approve to amend the FY25 & FY26 Livingston in-county group home budget (Amendment #1) with Pathlight Community Services, as presented. Effective 4/1/2025.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

- c) **MEMO: REQUESTING TO REPLACE THE OPEN INTAKE/ACCESS/ ES PROGRAM DIRECTOR POSITION WITH A NEW PROGRAM MANAGER POSITION TO OVERSEE INTAKE/ ACCESS/ES/ AND MOBILE CRISIS (3 - ACTIONS)**

**ACTION #1: Eliminate the current Intake/Access/ Emergency Services Program Director position**

Discussion was held.

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

MOTION TO approve to eliminate the current Intake/Access/Emergency Services Program Director position (Pay Grade 114/240R). Effective August 1, 2025.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**ACTION #2: Creation of New Program Manager position for Intake/Access/Emergency Services and Mobile Crisis**

Discussion was held.

**MOVED BY: M. Ikle/ SECONDED BY: S. Vandemergel**

MOTION TO approve a new Program Manager position (Pay Grade 113/220R) to oversee Intake/Access/Emergency Services and Mobile Crisis. Effective August 1, 2025.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**ACTION #3: Job description for the Access/Intake/Emergency Services and Mobile Crisis Services Manager**

Discussion was held.

**MOVED BY: M. Ikle/ SECONDED BY: S. Vandemergel**

MOTION TO approve the job description for the Access/Intake/Emergency Services and Mobile Crisis Services Manager (1 FTE –113/220R). Effective August 1, 2025.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

- d) **Executive Director's Regional Policy Summary – Informational**

- e) **CMHPSM REVISED POLICY:388 FINANCIAL FRAUD AND ABUSE**

Discussion was held.

**MOVED BY: M. Ikle / SECONDED BY: C. Nagy**

MOTION TO approve revised CMHPSM Policy #388: Financial Fraud and Abuse. Effective once Regionally approved.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**f) CMHPSM REVISED POLICY:395 CLAIMS PAYMENT AND APPEALS**

Discussion was held.

**Moved BY: M. Ikle / SECONDED BY: C. Nagy**

MOTION TO approve revised CMHPSM Policy #395: Claims Payment and Appeals. Effective once Regionally approved.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**g) CMHPSM REVISED POLICY:495 CULTURALLY AND LINGUISTICALLY RELEVANT SERVICES**

Discussion was held.

**Moved BY: M. Ikle / SECONDED BY: C. Nagy**

MOTION TO approve revised CMHPSM Policy #495: Culturally and Linguistically Relevant Services. Effective once Regionally approved.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**h) CMHPSM REVISED POLICY:507 INCIDENT REPORTING**

Discussion was held.

**Moved BY: M. Ikle / SECONDED BY: C. Nagy**

MOTION TO approve revised CMHPSM Policy #507: Incident Reporting. Effective once Regionally approved.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**i) FY25 CENTER FOR HEALTHCARE AND TRANSFORMATION (CHRT) FOR PROMOTION OF HEALTH EQUITY (PHE) SUBRECIPIENT AGREEMENT – HUBLET AND COMMUNITY HEALTH WORKERS AMENDMENT #1**

Discussion was held.

**Moved BY: M. Pizzimenti / SECONDED BY: P. Bridge**

MOTION TO approve the First Amendment to the Subrecipient Agreement between the Center for Healthcare and Transformation and Livingston County Community Mental Health Authority for Hublet services and Community Health Workers as presented. Effective 10/01/2024 to 09/30/2025.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**j) FY25 RETRO RATE PAYMENT TO PROVIDERS WHO PROVIDE CPT CODE 97153**

Discussion was held.

**Moved BY: M. Ikle / SECONDED BY: C. Nagy**

MOTION TO approve the acceptance of additional funding in the amount of \$822,509.10 as a rate adjuster payment to the providers who provide the service codes 97153, effective 7/30/2025.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

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

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

- Next Regional Board Meeting Date: 08/13/2025

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

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

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

a) Heather Oaks Quarterly Report

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

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

a) Parking Lot Items:

1. Discussion about the MERS DB plan

**15. CALL TO THE PUBLIC:** ☒ **No Response** ☐

**16. ADJOURNMENT:** THE MEETING ADJOURNED AT 7:41 PM

**RESPECTFULLY SUBMITTED:**

**APPROVED BY:**

\_\_\_\_\_  
**Angela Bowers**  
RECORDING SECRETARY

\_\_\_\_\_  
**Roxanne Garber**  
BOARD CHAIR

\_\_\_\_\_  
**Date**