

**MEETING MINUTES**  
**FULL BOARD**  
**MAY 29, 2012**



<b>MEMBERS PRESENT:</b>	<input checked="" type="checkbox"/> <b>J. AUBRY</b>	<input checked="" type="checkbox"/> <b>J. PFEFFER - BOARD SECRETARY</b>
	<input checked="" type="checkbox"/> <b>L. BERRY-BOBOVSKI – COMM. CHAIR</b>	<input checked="" type="checkbox"/> <b>J. PLAS</b>
	<input checked="" type="checkbox"/> <b>B. COX</b>	<input checked="" type="checkbox"/> <b>G. ROE — BOARD VICE CHAIR</b>
	<input checked="" type="checkbox"/> <b>R. GARBER – BOARD CHAIR</b>	<input checked="" type="checkbox"/> <b>B. SAUM</b>
	<input checked="" type="checkbox"/> <b>M. KOZAK</b>	<input type="checkbox"/> <b>S. SLATON</b>
	<input checked="" type="checkbox"/> <b>R. MURRAY</b>	<input checked="" type="checkbox"/> <b>B. SPALDING</b>
<b>MEMBER(S) ABSENT:</b>	<b>S. SLATON</b>	
<b>OTHERS PRESENT</b>	M. MILLER R. MARHOFER	D. RICHARDSON - LINDHOUT & ASSOC.

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:03 PM**.

2. **APPROVAL OF AGENDA:** **AGENDA DATED MAY 29, 2012**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.  
 MOTION TO APPROVE THE AGENDA, AS MODIFIED: ADDED RRO BOARD MEMBER TRAINING (SEE #5.C.)  
**Moved by: G. Roe / Seconded by: B. Cox**  
 MOTION PASSED 11 / 11  
 MOTION FAILED /

3. **CALL TO THE PUBLIC:**  None.

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED APRIL 24, 2012**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.  
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:  
**Moved by: B. Cox / Seconded by: G. Roe**  
 MOTION PASSED 11 / 11  
 MOTION FAILED /

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

- a) Per-Diem For Special Meetings / Functions:  None  Items Noted Below
- b) Event Announcement(s):  None  Item(s) Noted Below
- c) Recipient Rights Office - Board Member Training (By K. Ora)

**6. CONSENT AGENDA:**

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

**CONSENT AGENDA APPROVAL**

Discussion was held.

**Moved BY: L. Berry-Bobovski / SECONDED BY: J. Pfeffer**

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

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

**a) CMHPSM REVISED POLICY - #385: PERFORMANCE IMPROVEMENT POLICY (REF. W&M AG. #: 2)**

Motion to approve the revisions to the CMHPSM Policy: (Livingston Policy #385), Performance Improvement Policy, as presented.

**b) MILEAGE REIMBURSEMENT RATE (REF. W&M AG. #: 3)**

Motion to approve a 5.5 cent per mile rate increase, bringing the total reimbursement rate to 55.5 cents per mile. Effective 06/01/12.

**c) FINANCE DEPARTMENT - REQUEST FOR TEMPORARY STAFFING (LC-6) (REF. W&M AG. #: 4)**

Motion to approve a temporary full-time support staff position (LC-6) for a period of three months beginning 06/04/12 to help with the backlog of claims to adjudicate, etc. in the Finance Department.

**d) JEANETTE KANE, S&L PATHOLOGIST (JUSKO MORE) APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 6)**

Motion to approve the credentialing of Jeanette Kane, S&L Pathologist, as follows:

Term: April 2012 through April 2014

Discipline: Speech/Language Pathologist

Population: Children w/developmental disability, Adults w/developmental disability, Children w/serious emotional disturbance, Adults w/serious and persistent mental illness, Older adults w/serious, persistent mental illness

Clinical Responsibilities: Speech/Language Evaluation, Treatment Planning, Speech/Language Treatment

**e) MI WORKS! FY12 CONTRACT AMENDMENT / ADDITIONAL FUNDING (REF. W&M AG. #: 10)**

Motion to approve an increase of \$6,604 to the Michigan Works! revenue contract for a total of \$329,504 for FY 2012.

**f) GENESIS CLUBHOUSE - CAMP TALAHY / 2012 (REF. W&M AG. #: 11)**

Motion to approve entering into a contract with Camp Talahi Retreat & Nature Center to purchase camp services at a cost not to exceed \$4,230 for up to 35 campers.

**g) GREENLY SQUARE MANOR - CONTRACT FOR SERVICES / PLACEMENT OF CONSUMER #96608  
(REF. W&M AG. #: 12)**

Motion to approve the placement of consumer #96608 at Greenly Square Manor for a daily rate of \$185, as presented. Effective 05/03/12.

**h) MI-A - LIVINGSTON HEALTH PLAN / POSITION UPGRADE REQUEST (L. WILMOT TO MHTII)  
(REF. W&M AG. #: 13)**

Motion to approve, conditional on the July 2012 approval of the contract by the Livingston County Health Department (LCHD), a change in status of the temporary, 20 hr MHTI (LC-12) to a regular, 24 hr MHTII II (LC-13), the cost of which will be covered by the funding provided by the LCHD. Effective on receipt of finalized LCHD contract.

**i) SARAH KILLINGER, S&L PATHOLOGIST (JUSKO MORE) - APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 14)**

Motion to approve the credentialing of Sarah Killinger, S&L Pathologist, as follows:

Term: May 2012 through May 2014

Discipline: Speech/Language Pathologist

Population: Children w/developmental disability, Adults w/developmental disability, Older adults w/serious, persistent mental illness

Clinical Responsibilities: Speech/Language Evaluation, Treatment Planning, Speech/Language Treatment.

**j) JENNIFER WEBSTER, S&L PATHOLOGIST (JUSKO MORE) - APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 15)**

Motion to approve the credentialing of Jennifer Webster, S&L Pathologist, as follows:

Term: May 2012 through May 2014

Discipline: Speech/Language Pathologist

Population: Children w/developmental disability

Clinical Responsibilities: Speech/Language Evaluation, Treatment Planning, Speech/Language Treatment

**k) MI-C WRAPAROUND - FAMILY PARTNER / NEW POSITION:  
GUARDIANSHIP FAMILY PARTNER FACILITATOR (LC-11) TEMP. PART-TIME 24 HR/WK WITH  
TWO WEEK ANNUAL VACATION TIME (REF. W&M AG. #: 16)**

Motion to approval for LCCMHA to create an occasional part-time (24 hours per week) Guardianship Family Partner Facilitator Position at the LCCMHA salary LC-11) Case Manager with two weeks paid leave per year, to be funded out of the Enterprise Fund. Effective 05/30/12.

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

- a) Delegated Contract Approach May, 2012 Report / Informational

**b) ANNUAL PROVIDER APPRECIATION EVENT - REQUEST FOR DONATION**

Discussion was held.

**Moved BY: J. Plas / SECONDED BY: B. Saum**

Motion to approve a donation of up to \$1,000 to support the annual provider appreciation event activities and awards being held this fall. Any remaining community donated funds will carry forward in a specific holding account for this annual event.

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

**c) YOUTHFUL SEXUAL OFFENDER SERVICES**

Discussion was held.

**Moved BY: B. Murray / SECONDED BY: J. Aubry**

Motion to approve entering into an agreement with the 44th Judicial Circuit Court - Family Court Division/Juvenile Unit, under which they will purchase Youthful Sexual Offender services from LCCMHA at an hourly rate of \$55.54, in the initial amount of 4 hours per week (hours may be increased based upon need), beginning 6/4/12, with an open-ended term. Rates will be recalculated annually. Additionally, we propose that the revenue from this arrangement be used to replace the hours in Family Case Management through contractual hours or by adding to a part time position.

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

**8. COMMITTEE OF THE WHOLE – MOTION RECOMMENDATIONS:**

**a) 622 E. GRAND RIVER FACILITY PROJECT / FURNITURE & EAST RAMP**

**PRESENTATION BY DAVE RICHARDSON OF LINDHOUT & ASSOC.**

Part I - Furniture Expenditure

**Moved BY: B. Saum / SECONDED BY: J. Aubry**

Motion to increase the furniture expenditure limit to the amount of \$223,000.

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

Amend Previous Motion / Part I - Furniture Expenditure

**Moved BY: B. Saum / SECONDED BY: J. Plas**

Motion to amend the previous motion (see above) for a new furniture expenditure limit not to exceed \$225,000.

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

Part II - Ramp / East Side

**Moved BY: J. Plas / SECONDED BY: B. Saum**

Motion to delegate the authority to approve the plan and authorize the expenditure for east ramp construction to a three person committee comprised of Roxanne Garber, Barbara Cox and Mac Miller. The delegation of authority is being issued in order to not slow down construction process based on our monthly board meeting schedule for approval.

The above (May) motion to increase furniture expense amount supersedes the 04/24/12 board motion figure.

**b) MI-A PROGRAM: DEVELOPMENT OF NEW PROGRAM & NEW PCII POSITION**

PART I - Development of New Program (Program name to be determined)

**Moved BY: L. Berry-Bobovski / SECONDED BY: G. Roe**

Motion to approve the creation of a new MI-A program designed to provide community benefits services via integrated health activities.

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

PART II - Development of New Position - (LC-15) Program Coordinator II / By upgrading a MHTII position

**Moved BY: L. Berry-Bobovski / SECONDED BY: M. Kozak**

Motion to approve upgrading a current MHT II (LC-13) position to a Program Coordinator II position (LC-15) to supervise the new program. Effective 06/01/12.

**c) WCHO - SBIRT GRANT PROJECT – SCREENING, BRIEF INTERVENTION, REFERRAL & TREATMENT**

PART I - WCHO - LCCMHA SBIRT Grant Contract Fiscal Years 2012 and 2013

**Moved BY: L. Berry-Bobovski / SECONDED BY: M. Kozak**

Motion to approve a new revenue grant contract with the WCHO for the SBIRT Substance Abuse Project in the amount of \$81,284 for FY12, beginning 06/01/12 and FY13.

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

PART II - MI-A SBIRT Grant Funded Positions

**A. Clinician I or II (Regular Part-time 24 hr/wk)**

Motion to approve, contingent upon the receipt and finalization of the SBIRT Grant Contract between WCHO and LCCMHA, the development of a regular 24 hr part time Clinician I or II (LC12 / LC13) position in the proposed new community benefits services/integrated health program. Effective on receipt of finalized SBIRT Grant funding contract.

**Moved BY: L. Berry-Bobovski / SECONDED BY: J. Pfeffer**

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

**B. Peer Support I (Temporary Part-time 20 hr/wk)**

Motion to approve, contingent upon the receipt and finalization of the SBIRT Grant Contract between WCHO and LCCMHA, the development of a temporary 20 hr part time Peer Support I (LC-4) position in the proposed new community benefits services/integrated health program. Effective on receipt of finalized SBIRT Grant funding contract.

**Moved BY: L. Berry-Bobovski / SECONDED BY: M. Kozak**

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

**d) ORGANZATIONAL PURPOSE - VERSION DATED 05/29/12**

**Moved by: J. Plas / SECONDED BY: M. Kozak**

Motion to approve the revised Organization Purposed dated 05/29/12 that includes the following change:  
COMMUNITY INCLUSION: The most rewarding outcomes occur when people make use of a newtowrk of supports and are served in a community setting tailored to their needs, abilities and preferences.

**MOTION PASSED 11 / 11**

**MOTION FAILED /**

The Minutes of the May 22, 2012, meeting of Ways & Means Committee were presented for review.

- 9. BOARD AFFILIATION (CMHPSM):**  None  **Item(s) Noted Below**
- a) Event Announcement(s):  None  Items Noted Below
- Affiliation Committee Meeting Date: 06/13/12, alternate: L. Berry-Bobovski
- b) May's Affiliation Committee Meeting was cancelled.
- 10. MACMH BOARD ASSOCIATION:**  None  **Item(s) Noted Below**
- 11. BOARD CORRESPONDENCE:**  None  **Item(s) Noted Below**
- a) Staff Appreciation - COLA / M. Demott
- 12. NEW BUSINESS:**  None  **Item(s) Noted Below**
- 13. OLD BUSINESS:**  None  **Item(s) Noted Below**
- a) Parking Lot Items:
- ATT Cloud / Pay-as-you-go Snyaptic Storage
  - Electronic Transfer of Board Packets & Minutes S. Slaton 01/10
- 14. CALL TO THE PUBLIC :**  **No Response**
- 15. ADJOURNMENT: THE MEETING ADJOURNED AT 8:05 PM**

Respectfully Submitted:

Approved By:

\_\_\_\_\_  
Rainey Marhofer  
RECORDING SECRETARY

\_\_\_\_\_  
Barbara Saum  
BOARD SECRETARY

\_\_\_\_\_  
Date