

MEETING MINUTES

FULL BOARD

JUNE 26, 2012

MEMBERS PRESENT:	<input type="checkbox"/> J. AUBRY <input checked="" type="checkbox"/> L. BERRY-BOBOVSKI – COMM. CHAIR <input checked="" type="checkbox"/> B. COX <input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR <input type="checkbox"/> M. KOZAK <input type="checkbox"/> R. MURRAY	<input checked="" type="checkbox"/> J. PFEFFER <input checked="" type="checkbox"/> J. PLAS <input checked="" type="checkbox"/> G. ROE — BOARD VICE CHAIR <input type="checkbox"/> OPEN SEAT (VACATED BY B. SAUM) <input checked="" type="checkbox"/> S. SLATON <input checked="" type="checkbox"/> B. SPALDING
MEMBER(S) ABSENT:	J. AUBRY, M. KOZAK, R. MURRAY AND VACANT SEAT	
OTHERS PRESENT	M. MILLER L. MARHOFER	L. HALL

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

2. **APPROVAL OF AGENDA:** AGENDA DATED JUNE 26, 2012

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
 MOVED BY: **S. Slaton** / SECONDED BY: **G. Roe**
 MOTION PASSED 8 / 8
 MOTION FAILED /

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

4. **APPROVAL OF MINUTES:** MINUTES OF MEETING DATED MAY 29, 2012

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:
 MOVED BY: **B. Cox** / SECONDED BY: **S. Slaton**
 MOTION PASSED 8 / 8
 MOTION FAILED /

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

a) **CUSTOMER SERVICE ANNUAL REPORT - 2012 (BY L. HALL)**

Discussion was held.

Moved by: L. Berry-Bobovski / Seconded by: S. Slaton

Motion to approve the 2012 Customer Service Annual Report, as presented.

MOTION PASSED 8 / 8

MOTION FAILED /

b) Board Member Resignation - Barbara Saum 06/03/12

6. **CONSENT AGENDA:**

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

CONSENT AGENDA APPROVAL

Discussion was held.

Moved by: J. Plas / Seconded by: J. Pfeffer

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

MOTION PASSED 8 / 8

MOTION FAILED /

a) **COUNTY LIVING ADULT FOSTER CARE - CONTRACT / PLACEMENT OF CONSUMER #50194 (REF. W&M AG. #: 4)**

Motion to approve a contract with County Living Adult Foster Care located in Cement City, MI, for the placement of consumer #50194 for CLS services at the daily rate of \$33.42, as presented. Effective 06/04/12.

b) **NEW PASSAGES / CONTRACT COMPLIANCE (REF. W&M AG. #: 5)**

Motion to approve placing New Passages on provisional status due to the fact that they were not in compliance with the terms of the contract as outlined in the LCCMHA official notification letter dated 06/15/12.

c) **2280 MAIN BUILDING - EAST COMPLEX / REMODEL (REF. W&M AG. #: 7)**

Motion to authorize the Executive Director to seek bid/estimate from Lindhout & Associates for professional design, engineering and contraction administration services for the remodel at main facility located at 2280 E. Grand River, Howell. Further, the Committee recommends that a bid/estimate be acquired from A.Z. Shmina to complete remodel detailing construction scope of service on 2280 E. Grand River facility remodel.

d) **UMASS CARE MANAGER / NAVIGATOR TRAINING (REF. W&M AG. #: 9)**

Motion to approve a 10 week web-based training series by the University of Massachusetts & SAMHSA - HRSA, beginning September, 2012, for 12 staff focusing on Care Manager / Navigator skills training at a cost not to exceed \$8,400.

7. EXECUTIVE DIRECTOR'S REPORT:

a) Delegated Contract Approach June 2012 Report / Informational

b) 622 FACILITY - AVAYA PHONE SYSTEM

Discussion was held.

Moved by: S. Slaton / Seconded by: J. Pfeffer

Motion to approve the purchase of the proposed Avaya system from CDW and to have CDW perform the install of this system for a cost of \$24,814 (to include hardware, software, installation and training), as presented.

MOTION PASSED 8 / 8

MOTION FAILED /

c) NITEL - CONTRACT FOR T1 BUILDING CIRCUITS

Discussion was held.

Moved by: S. Slaton / Seconded by: L. Berry-Bobovski

Motion to approve a contract with Nitel to provide (3) T1 circuits between Main and the 622 Building at \$396.34/month each (for a total of \$1189.02/month) for a 3-year term, as presented. Further, the LCCMHA Board requests the contract language includes a termination clause if the system does not have the ability to perform as expected.

MOTION PASSED 8 / 8

MOTION FAILED /

d) THE CONNECTION YOUTH SERVICES (TCYS) - 6TH ANNUAL SUMMER SIZZLER FUNDRAISER

Discussion was held. Last year the Board approved a donation in the amount of \$100 for Friends of The Connection.

Moved by: J. Plas / Seconded by: J. Pfeffer

Motion to approve a donation to support The Connection Youth Services (TCYS) 6th Annual Summer Sizzler Fundraiser in the amount of \$100 for the Friends of The Connection.

MOTION PASSED 8 / 8

MOTION FAILED /

e) 622 FACILITY - PERS ROUTER AND SWITCHES / CISCO SMARTNET AGREEMENT

Discussion was held.

Moved by: B. Cox / Seconded by: L. Berry-Bobovski

Motion to approve the purchase of (1) Cisco 3925 router for PERS at a cost of \$9500 (to include 3 years of Cisco SmartNet maintenance) and (2) Cisco PoE switches for PERS, at a cost of \$6609 each (to include 3 years of Cisco SmartNet maintenance), for a total cost of \$22,718.

MOTION PASSED 8 / 8

MOTION FAILED /

f) **622 FACILITY - ADDITIONAL SWITCHES / CISCO SMARTNET AGREEMENT**

Discussion was held.

Moved BY: S. Slaton / SECONDED BY: L. Berry-Bobovski

Motion to approve the purchase of (2) Cisco switches at a cost of \$5,500 each (to include Cisco SmartNet maintenance for 3 years), for a total of \$11,000.

MOTION PASSED 8 / 8

MOTION FAILED /

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

a) **CONTRACT MANAGER POSITION (LC15) & JOB DESCRIPTION**

Contract Manager (LC-15) Job Description

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

Motion to approve the LC-15 Contract Manager job description, as amended. Amendments include all references to "Affiliation Policy" to be replaced with language stating, "LCCMHA Policy"

MOTION PASSED 11 / 11

MOTION FAILED /

Contract Manager Position- New LC-15

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

Motion to approve the new LC-15 Contract Manager position, as presented.

MOTION PASSED 11 / 11

MOTION FAILED /

9. **BOARD AFFILIATION (CMHPSM):** **None** **Item(s) Noted Below**

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

- Affiliation Committee Meeting Date 07/11/12, alternate R. Garber

10. **MACMH BOARD ASSOCIATION:** **None** **Item(s) Noted Below**

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

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

a) **APPOINTMENT OF LCCMHA BOARD OFFICIER - SECRETARY**

Discussion was held. Position previously held by B. Saum who resigned effective 06/03/12

Moved BY: L. Berry-Bobovski / SECONDED BY: J. Plas

Motion to approve the appointment of Sharon Slaton as the 2012 LCCMHA Board Secretary for the remainder of the year.

MOTION PASSED 8 / 8

MOTION FAILED /

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

a) Parking Lot Items:

- ATT Cloud / pay-as-you-go synaptic storage
- Electronic Transfer of Board Packets & Minutes -Request by S.Slaton 01/10

14. CALL TO THE PUBLIC : No Response

15. ADJOURNMENT: THE MEETING ADJOURNED AT 7:00 PM

Respectfully Submitted: _____ Approved By: _____

Rainey Marhofer
RECORDING SECRETARY

Sharon Slaton
BOARD SECRETARY

Date