

# MEETING MINUTES

## FULL BOARD

### FEBRUARY 26, 2013

<b>MEMBERS PRESENT:</b>	<input type="checkbox"/> J. AUBRY	<input checked="" type="checkbox"/> R. MURRAY
	<input type="checkbox"/> L. BERRY-BOBOVSKI – COMM. CHAIR	<input checked="" type="checkbox"/> J. PFEFFER
	<input checked="" type="checkbox"/> L. CARROLL	<input checked="" type="checkbox"/> J. PLAS
	<input checked="" type="checkbox"/> B. COX	<input checked="" type="checkbox"/> G. ROE — BOARD VICE CHAIR
	<input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR	<input checked="" type="checkbox"/> S. SLATON - Board Secretary
	<input type="checkbox"/> M. KOZAK	<input checked="" type="checkbox"/> B. SPALDING
<b>MEMBER(S) ABSENT:</b>	L. BERRY-BOBOVSKI, M. KOZAK, J. AUBRY	
<b>OTHERS PRESENT</b>	C. CONKLIN R. MARHOFER	MIKE KENNEDY - LINDHOUT & ASSOC.

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:05 PM**.

2. **APPROVAL OF AGENDA:** **AGENDA DATED FEBRUARY 26, 2013**

<input type="checkbox"/> <b>MOTION TO APPROVE THE AGENDA, AS PRESENTED.</b>
<input checked="" type="checkbox"/> <b>MOTION TO APPROVE THE AGENDA, AS MODIFIED:</b> ADDED #5-D: 50 <sup>TH</sup> ANNIVERSARY JFK ESTABLISHED MENTAL HEALTH LAW
<b>Moved BY: J. Plas / SECONDED BY: S. Slaton</b>
<input checked="" type="checkbox"/> <b>MOTION PASSED 09 / 09</b>
<input type="checkbox"/> <b>MOTION FAILED /</b>

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED JANUARY 29, 2013**

<input checked="" type="checkbox"/> <b>MOTION TO APPROVE THE MINUTES, AS PRESENTED.</b>
<input type="checkbox"/> <b>MOTION TO APPROVE THE MINUTES, AS MODIFIED:</b>
<b>Moved BY: G. Roe / SECONDED BY: S. Slaton</b>
<input type="checkbox"/> <b>MOTION PASSED /</b>
<input type="checkbox"/> <b>MOTION FAILED /</b>

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

**a) 2280 BLDG - REMODEL PRESENTATION / CMC RECOMMENDATION BY LINDHOUT / ACTION ITEM**

Discussion was held. Mike Kennedy of Lindhout and Associates presented the bid responses along with the Building Committee's recommendation for Construction Manager as Contractor to be awarded to Corrigan Construction for Phase I. Members suggested the buildings flat roof be evaluated and solar blinds/film be investigated for heat/cooling purposes on the south and west windows. M. Kennedy reviewed the project schedule noting we will be returning to the Board in May for Phase II / CMc Contract Amendment where the basis of payment is the cost of work plus a fee with Guaranteed Maximum Price (GMP).

**Moved by: B. Cox / Seconded by: B. Murray**

Motion to approve Corrigan Construction as Construction Manager as Contractor (CMc) to begin Phase I, Pre-construction services, at 2280 E. Grand River Avenue, Howell, as outlined in their proposal dated February 18, 2013, for a total cost not to exceed \$2500. Effective 02/27/13.

**MOTION PASSED 09 / 09**

**MOTION FAILED /**

b) Per-Diem For Special Meetings / Functions:  None  Items Noted Below

- MACMHB Board Member Educational Forums

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

- Town Hall Annual Event - May 7th, 2013 at Chemung Hills, (Golf Club Rd.) Howell MI

**d) 50<sup>TH</sup> ANNIVERSARY OF J.F. KENNEDY SIGNING LAW ESTABLISHING MENTAL HEALTH**

Discussion was held.

**Moved by: J. Plas / Seconded by: S. Slaton**

Motion to authorize the purchase of a cake for staff in celebration of this 50<sup>th</sup> anniversary.

**MOTION PASSED 09 / 09**

**MOTION FAILED /**

**6. CONSENT AGENDA:**

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

**CONSENT AGENDA APPROVAL**

Discussion was held.

**Moved by: B. Murray / Seconded by: S. Slaton**

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

**MOTION PASSED 09 / 09**

**MOTION FAILED /**

**a) OLHSA - REVENUE CONTRACT FOR CCP (REF. W&M AG. #: 3)**

Motion to approve a revenue contract with OLHSA to partially fund the Community Coordinator position in the amount of \$6,326. Effective 10/01/12 through 09/30/13.

**b) CITRIX - LICENSE AGREEMENT RENEWAL (SOFTWARE/WINTERM) (REF. W&M AG. #: 4)**

Motion to approve the renewal of our license agreement with Citrix that allows the agency to deploy software to users utilizing a Winterm in the annual amount of \$7,500. Effective 12/15/12 through 12/15/13.

**c) MDHS - FAMILY PARTNER SERVICES - CONTRACT SFSC-11-47003 AMENDMENT (REF. W&M AG. #: 5)**

Motion to approve the attached contract amendment from the State of Michigan Department of Human Services (Contract No: SFSC -11-47003) reducing the 3rd year budget amount to \$96,923.00 and the total contract amount to \$328,923.00. Effective 10/01/12.

**d) LINDSEY ROBERTS, S&L (JUSKO MORE) - RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 6)**

Motion to approve the recredentialing of Lindsay Roberts, as follows:

Term: February 2013 Through February 2015

Discipline: Speech/Language Pathologist

Population: Children W/Developmental Disability

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

**e) MICHELLE PHIBBS,OT (LEAP - & BOUNDS) - RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 7)**

Motion to approve the recredentialing of Michelle Phibbs, as follows:

Term: February 2013 Through February 2015

Discipline: Occupational Therapist

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, Obra-Individuals W/Mental Illness, Obra-Individuals W/Developmental Disability

Clinical Responsibilities: Occupational Therapy Evaluation, Treatment Planning, Occupational Therapy Treatment.

**f) KIMBERLY MILLER - POSITION CHANGE FROM PEER SUPPORT I TO PEER SUPPORT II (REF. W&M AG. #: 8)**

Motion to approve the promotion of Kim Miller from LC-4, Peer Support Specialist I, to LC-6, Peer Support Specialist II. Effective 02/27/13.

**g) CDW-G / CISCO SMARTNET RENEWAL (FOR NETWORK INFRASTRUCTURE (REF. W&M AG. #: 11)**

Motion to approve a contract with CDW-G for continuation of Cisco SMARTnet maintenance for all expiring devices at a cost of \$8,894.59 through December 31, 2013

**h) LOVE JOY REHABILITATION CENTER - CONTRACT AMENDMENT NO. 1 / PLACEMENT OF 266960 (REF. W&M AG. #: 12)**

Motion to approve a contract amendment for the placement of consumer #266960 at Love Joy Rehabiliative Centers at the rate of \$225 per day with the understanding services will be formally re-evaluated in thirty days. Effective 02/15/13 through 03/27/13.

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

- a) Delegated Contract Approach February 2013 Report / Informational
- b) Wait List Report / Informational
- c) Spring Conference - MACMHB / Livingston Workshop / Informational
- d) Medicaid Expansion - Opportunities to Testify / House DCH Schedule / Senate DCH Schedule / Informational
- e) NAMI - Educational Programs / Informational
- f) MDCH - NOIA 2013 Specialty Application Participation / AFP / FY14 & FY15 Executive Budget Recommendation / Informational
- g) Community & Agency Updates / Informational
- h) Executive Orders for the creation of Mental Health and Wellness Commission and Mental Health Diversion Council / Informational

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

**a) FIRST NATIONAL BANK - INVESTMENT OPTIONS**

**Moved by: B. Murray / Seconded by: S. Slaton**

Motion to approve revising the Security Agreement with First National Bank - Howell to collateralize up to two (2) million in cash. Effective in March 2013.

**MOTION PASSED 09 / 09**

**MOTION FAILED /**

**b) 622 BUILDING HVAC PROJECTS: 1) PERS ROOM, 2) BOILER SET-BACK CONTROL**

**Moved by: J. Plas / Seconded by: B. Cox**

Motion to approve: 1) the PERS room HVAC to be redesigned as a stand alone unit taking it off the main air handling system, 2) approve the installation of voltage/electrical power to the new PERS Room stand alone HVAC System, and 3) approve the installation of the boiler set back controller allowing for savings during unoccupied hours. The PERS Room HVAC redesign will be contingent upon architect and engineers approval and recommendation. Total cost not to exceed \$10,478.

**MOTION PASSED 09 / 09**

**MOTION FAILED /**

**c) AGENDA ACTION ITEM**

Part I - A. Maciag / Munis Conference

**Moved BY: B. Murray / SECONDED BY: S. Slaton**

Motion to approve the out of state travel expense for A. Maciag to attend a Munis financial software conference in Boston for an amount not to exceed \$2,500.

**MOTION PASSED 09 / 09**

**MOTION FAILED /**

PART II -L. Kellogg - Clubhouse Advisory Council

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**Moved BY: B. Murray / SECONDED BY: S. Slaton**

Motion to approve the out of state travel request for L. Kellogg to participate in the Clubhouse Advisory Council in New York City in April, as presented.

**MOTION PASSED 09 / 09**

**MOTION FAILED /**

The Minutes of the February 19, 2013, 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: 03/13/13 Alternate: L. Berry-Bobovski
- Affiliation Board Chairs: 03/05/13 AFP Discussion
- Affiliation Executive Directors – Meeting Schedule With CmH Boards:
  - 03/19/13 Washtenaw 6pm
  - 03/26/13 Livingston 6pm
  - 03/27/13 Monroe 6pm
  - 03/28/13 Lenawee 3pm

b) CMH - PAC 2013 Annual Campaign - Still Time for Contributions

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

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

- Spring Conference - 04/29 & 05/01 Amway Grand Plaza Hotel, Grand Rapids
- Regional Board Member Education Forums:
  - 1) 03/08 Ann Arbor
  - 2) 03/22 Grand Rapids

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

a) Thank You Card / J. Plas Family

b) LCCMHA Gets New Director - Article In Press Argus 02/08-09

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

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

**14. CALL TO THE PUBLIC :**  **No Response**

15. **ADJOURNMENT:** THE MEETING ADJOURNED AT 7:50 PM

**RESPECTFULLY SUBMITTED:**

**APPROVED BY:**

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

\_\_\_\_\_  
Sharon Slaton  
BOARD SECRETARY

\_\_\_\_\_  
Date