

MEETING MINUTES

FULL BOARD

JUNE 25, 2013

| | | |
|------------------------------|---|---|
| MEMBERS PRESENT: | <input checked="" type="checkbox"/> J. AUBRY | <input 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 |
| MEMBER(S) ABSENT: | L. BERRY-BOBOVSKI, M. KOZAK, R. MURRAY | |
| OTHERS PRESENT | C. CONKLIN R. MARHOFER | L. HALL |

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED JUNE 25, 2013**

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| <input type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS PRESENTED. |
| <input checked="" type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS MODIFIED: ADDITION TO THE AGENDA, SECTION 5, ITEM E: CMHPSM BOARD MEMBER APPOINTMENTS / TERM LIMITS |
| MOVED BY: J. Pfeffer / SECONDED BY: B. Cox |
| <input checked="" type="checkbox"/> MOTION PASSED 09 / 09 |
| <input type="checkbox"/> MOTION FAILED / |

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

4. **APPROVAL OF MINUTES:**

MINUTES OF MEETING DATED MAY 28, 2013

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| <input checked="" type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS PRESENTED. |
| <input type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS MODIFIED: |
| MOVED BY: B. Cox / SECONDED BY: S. Slaton |
| <input checked="" type="checkbox"/> MOTION PASSED 09 / 09 |
| <input type="checkbox"/> MOTION FAILED / |

MINUTES OF SPECIAL MEETING DATED JUNE 18, 2013

- MOTION TO APPROVE THE MINUTES, AS PRESENTED.**
- MOTION TO APPROVE THE MINUTES, AS MODIFIED:**
- MOVED BY: L. Carroll / SECONDED BY: B. Cox**
- MOTION PASSED 09 / 09**
- 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) Customer Service Annual Report - by L. Hall / Informational
- d) 2013 Town Hall / Public Meeting - Notes / Informational
- e) CMHPSM - Appointment of Livingston CMH Board Members to the new CMHPSM Region 6, as follows:
 - Lisa Berry-Bobovski 1 year term
 - Barbara Spalding 2 year term
 - Jan Plas 3 year term

6. CONSENT AGENDA:

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

CONSENT AGENDA APPROVAL

Discussion was held.

MOVED BY: B. Cox / SECONDED BY: J. Pfeffer

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

- MOTION PASSED 09 / 09**
- MOTION FAILED /**

a) 2280 BUILDING REMODEL PROJECT / CORRIGAN CONSTRUCTION - CONTRACT AMENDMENT (REF. W&M AG. #: 1)

Part I - CMc Contract Construction Budget / Corrigan Construction

Motion to approve an amendment made and entered into by and between the LCCMHA (referred to as Owner), and Corrigan Construction, (referred to as Contractor) and Lindhout Associates Architects, AIA. P.C. (referred to as Architect) that amends General Conditions of the Contract for Construction, AIA Document A201-2009 which is part of the Standard Form of Agreement between LCCMHA, (Owner) and Corrigan Construction, (Construction Manager as Constructor), where the basis of payment is the Cost of Work Plus a Fee with a Guaranteed Maximum Price, AIA Document A133-2009.

Part II - Construction Project Budget / Guaranteed Maximum Price (GMP)

Motion to approve a Guaranteed Maximum Price of \$ 389,867.14 for the 2280 E. Grand River, Howell, Construction Project Budget with Corrigan Construction as presented in the updated Project Budget Reconciliation documented dated 06/17/2013.

b) SUPPLEMENTAL PAYMENT TO SPECIFIC CONTRACTORS OF FIVE (5) PERCENT (REF. W&M AG. #: 3)

Motion to approve the five percent (5%) supplemental payment to contractors for specific services, as presented. The supplemental payment to be broken down in two payments to contractors for the amounts not to exceed:

| Payment No. | Dates Service Provided | Total Payment Amount |
|-------------|------------------------|---------------------------------|
| 1st Payment | 10/01/12 to 03/31/13 | \$184,426 |
| 2nd Payment | 04/01/13 to 09/30/13 | \$200,472 (est.- not to exceed) |

c) IT - ANTI VIRUS SOFTWARE RENEWAL / TRENDMICO (REF. W&M AG. #: 4)

Motion to approve the renewal of our licenses for TrendMicro Deep Security (\$1,462) and TrendMicro Enterprise Security for Endpoints (\$697) for a total of \$2,159 to coterminate May 09, 2014, as presented.

d) IT - PART-TIME SUPPORT CONTINUATION - CONTRACT WITH CDW / AMENDMENT (REF. W&M AG. #: 5)

Motion to approve a contract with CDW to continue to provide a temporary, part-time IT staff at a rate of \$75/hour to work an average of 16 hours per week through the end of December and cover an additional 4 days of vacation for a total cost of \$33,000, as presented.

e) CHOICE STRATEGIES - 2013 CONTRACT FOR FLEXIBLE BENEFITS / NEW CARD VENDOR IN CONJUNCTION WITH MELLON BANK FOR HSA (REF. W&M AG. #: 6)

Motion to approve a two year Client Agreement between LCCMHA and Choice Strategies for providing a debit card system as part of our employee benefits program and to provide health care plan administration for the fees and payment terms, as presented. Effective 01/01/2013 through 12/31/2014.

f) RESCARE CONTRACT AMENDMENT NO. 1 / PLACEMENT OF CONSUMER # 266960 (REF. W&M AG. #: 7)

Motion to approve Amendment #1 to the FY13-FY14 Service Contract with ResCare Premier for the placement of Consumer # 266960 at the Clinton Home located in Fenton, MI at the rate of \$375 per day. Effective 06/03/13 through 07/30/13.

g) INSPIRATIONAL CENTER - FY13 & FY14 CONTRACT FOR SERVICES (REF. W&M AG. #: 8)

Motion to approve a FY13 & FY14 service contract with Inspirational Center for the services and rates presented. Effective 07/01/13 through 09/30/14.

h) PERS PROGRAM - PROGRAM COORDINATOR / CELL PHONE REIMBURSEMENT RATE INCREASE REQUEST (REF. W&M AG. #: 9)

Motion to approve a cell phone reimbursement of \$25 per month for the DD - PERS Program Coordinator who is required to be available 24/7 to conduct CMH business. Effective 06/26/2013.

i) **MERS - DENNIS BYERS / REQUEST TO PURCHASE ADD'L GENERIC CREDIT SERVICE (REF. W&M AG. #: 11)**

Motion to approve, as provided by the MERS Plan Document, an additional 5 years of generic credited service be granted to Dennis Byers by resolution adopted by the LCCMHA at its meeting on June 25, 2013, as presented.

j) **THE CONNECTION YOUTH SERVICES (TCYS) - REQUEST FOR SPONSORSHIP (REF. W&M AG. #: 12)**

Motion to approve a donation to support the Connection Youth Services (TCYS) 7th Annual Summer Sizzler Fundraiser on Friday, August 23, 2013 at the Johnson Center (Cleary University) in the amount of \$100 for the Friends of The Connection.

k) **KELLY GARLAND, MUSIC THERAPIST (LEAPS & BOUNDS) - APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 13)**

Motion to approve the credentialing of Kelly Garland, as follows:

Term: June 2013 through June 2015

Discipline: Music Therapist

Population: Children w/developmental disability, Children w/serious emotional disturbance

Clinical Responsibilities: Music Therapy

l) **MEGHAN STEVENS, OT (LEAPS & BOUNDS) - RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 14)**

Motion to approve the recredentialing of Meghan Stevens, as follows:

Term: June 2013 through June 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, Co-occurring disorders: substance abuse and mental illness, OBRA-individuals w/mental illness, OBRA-individuals w/developmental disability.

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

m) **LAUREN BROWN, PSYCHIATRIST - RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 15)**

Motion to approve the recredentialing of Dr. Lauren Brown, as follows:

Term: June 2013 through June 2015

Discipline: Psychiatrist

Population: Adults w/developmental disability, Adults w/serious and persistent mental illness, Older adults w/serious, persistent mental illness, Co-occurring disorders: substance abuse and mental illness, OBRA-individuals w/mental illness, OBRA-individuals w/developmental disability.

Clinical Responsibilities: Psychiatric Evaluation, Medication Review, Treatment Planning, Medication Administration, Crisis Intervention/Hospital Screening.

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach June 2013 Report / Informational
- b) Wait List Update / Informational
- c) Community and Agency Updates / Informational
- d) Health Care Reform (HCR) - Impact on employee health care (From Parking Lot) / Informational
- e) Region 6 - MDCH Response Letter 06/04/13 / Informational

f) AUTISM COLLABORATIVE CENTER - EMU - CONTRACT FOR SERVICES / AUTISM BENEFIT

Discussion was held.

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

Motion to approve a FY13 & FY14 service contract with Autism Collaborative Center/Eastern Michigan University to provide services of Applied Behavioral Analysis related to the Autism Benefit as required by MDCH, for the services and rates, as presented.

MOTION PASSED 09 / 09

MOTION FAILED /

g) LEAPS & BOUNDS CONTRACT AMENDMENT No. 3 / AUTISM BENEFITS

Discussion was held.

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

Motion to approve a Amendment No. 3 to the FY13 & FY14 service contract with Leaps & Bounds to provide services of Applied Behavioral Analysis related to the Autism Benefit as required by MDCH, for the services and rates, as presented.

MOTION PASSED 09 / 09

MOTION FAILED /

8. COMMITTEE OF THE WHOLE – MOTION RECOMMENDATIONS:

a) MERS - 2014 RETIREE BENEFIT E (COLA) / ACTUARIAL VALUATION(S)

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

Motion to approve two supplemental valuations at the following percentages to determine Benefit E cost(s), (in actuarial accrued liability) for COLA for retirees. The supplemental valuation fees are \$150 for the first request and \$100 for each additional request. COLA percentages requested for valuation are: one (1) % and two (2) %

MOTION PASSED 09 / 09

MOTION FAILED /

The Minutes of the June 18, 2013, meeting of Ways & Means Committee were presented for review.

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

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

- a) Event Announcement(s): Fall Conference / Attendance Follow-up Needed
- b) Board Member Orientation Guide - New Edition / Email Communication dated 06/17/13

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

a) Brighton Senior Men's Club - Thank You

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

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

a) Parking Lot Items:

- Meal Reimbursement - Rate Review

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

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

RESPECTFULLY SUBMITTED:

APPROVED BY:

Rainey Marhofer
RECORDING SECRETARY

Sharon Slaton
BOARD SECRETARY

Date