LIVINGSTON COUNTY COMMUNITY MENTAL HEALTH AUTHORITY BOARD

622 E. GRAND RIVER AVENUE, HOWELL MI 48843 - BOARD ROOM

MEETING MINUTES FULL BOARD

AUGUST 27, 2013

	☑ J. AUBRY	☑ R. Murray					
	L. BERRY-BOBOVSKI - COMM. CHAIR	J. PFEFFER					
MEMBERS	L. CARROLL	☑ J. PLAS					
PRESENT:	☑ B. Cox	G. ROE — BOARD VICE CHAIR					
	R. GARBER – Board Chair	S. SLATON - Board Secretary					
		□ B. Spalding					
MEMBER(S) ABSENT:	J. Pfeffer						
OTHERS	C. CONKLIN						
PRESENT	R. MARHOFER						
APPROVAL OF AGENT	APPROVAL OF AGENDA: AGENDA DATED AUGUST 27, 2013						
	THE AGENDA, AS PRESENTED.						
	THE AGENDA, AS MODIFIED:						
MOVED BY: J. Plas / SECONDED BY: B. Murray ☑ MOTION PASSED 11 / 11							
☐ MOTION FAILED /							
_							
CALL TO THE PUBLIC:	⊠ None. □						
APPROVAL OF MINUT	ES: MINUTES OF MEETING DATED JULY 3	0, 2013					
	VE THE MINUTES, AS PRESENTED.						
☐ MOTION TO APPROVE THE MINUTES, AS MODIFIED:							
	Moved by: B. Murray / Seconded by: J. Plas						
MOTION PASSED 11 / 11							
☐ MOTION FAILED /							
BOARD ADMINISTRAT	BOARD ADMINISTRATION: □ None ⊠ Item(s) Noted Below						
	a) Per-Diem For Special Meetings / Functions: None Items Noted Below						
J. Plas / Board Member Forum							

LCCMHA
FULL BOARD MEETING MINUTES
DATE: 08.27.13

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	b)	Event Announcement(s): None Item(s) Noted Below
		 Provider Appreciation Event (direct support professional's) 10/03/13 at 2/42 Community Church, Brighton. 11 am to 2 pm
		 Celebrate the 50th Anniversary of the CMH Act of 1963 / 09/18/13 Agency Barbeque held at 2280 facility/back parking-lot . 11:30 pm - 1:00 pm
6.	CON	NSENT AGENDA:
	Ren	noval of item(s) from the Consent Agenda: None Items Noted Below
		NSENT AGENDA APPROVAL
	_	Discussion was held.
		Noved By: J. Plas / Seconded By: M. Kozak Motion to accept and approve the consent agenda, as presented. (Items referenced below).
		Motion Passed 11/11
		MOTION FAILED /
		a) 622 Building - Roofing Project - BY M. KENNEDY/LINDHOUT & ASSOC. (REF. W&M AG. #: 1)
		Motion to approve the 622 Building Roofing Project between LCCMHA and RAS Construction, as presented in proposal #12004, dated 08/10/13.
		presented in proposal #12004, dated 60/10/15.
		b) CMHPSM Policy - Revised #487: Utilization Management and Review Policy (Ref. w&m ag. #: 3)
		Motion to approve the revisions to the CMHPSM Policy (Livingston #487), Utilization Management and Review Policy, as presented.
		c) MDHS - FAMILY PARTNER CONTRACT / SFSC11-47003 AMENDMENT #2 & CHANGES TO
		STAFFING POSITIONS (REF. w&m AG. #: 7) Motion to approve the following:
		 MDHS - Contract SFSC11-47003 Amendment #2 to our current contract in the amount of \$116,000 for FY2014, effective 10/01/13.
		 MI-C Family Partner: Eliminate the two current Occasional, Full time Level 11 Case Manager positions assigned to this program effective 10/01/13.
		3) MI-C Family Partner: Create two new Regular, Full Time Level 11 Case Manager positions for the program effective 10/01/13.
		d) Hannen Carro Heenitaa - Contra oo too Boronatana hanatana Canada (a.e. 1902).

d) HARBOR OAKS HOSPITAL - CONTRACT FOR PSYCHIATRIC INPATIENT SERVICES (REF. W&M AG. #: 8)

Motion to approve a contract with Harbor Oaks Hospital for FY13 & FY14 for psychiatric inpatient services at a per diem rate of \$600. Effective 08/01/13.

LCCMHA
FULL BOARD MEETING MINUTES
DATE: 08.27.13

e) AVAYA SYSTEM MAINTENANCE RENEWAL / PHONE SYSTEM AT 622 BUILDING (REF. W&M AG. #: 9)

Motion to approve a contract with CDW to continue Avaya 24x7 phone support for the 622 Building phone system for one year (to begin immediately) at a cost of \$400. Effective 08/01/13 through 07/31/14.

f) MERS - HAROLD YOUNG / REQUEST TO PURCHASE ADD'L GENERIC CREDIT SERVICE (REF. W&M AG. #: 10)

Motion to approve, as provided by the MERS Plan Document, an additional 5 years of generic credited service be granted to Harold Young by resolution adopted by the LCCMHA at its meeting on August 27, 2013.

g) MDCH - CMHSP FY14 MANAGED MENTAL HEALTH SUPPORTS AND SERVICE CONTRACT (REF. W&M AG. #: 11)

Motion to approve the FY14 MDCH-CMHSP Managed Mental Health Supports and Services Contract, as presented. Effective 10/01/13 through 09/30/14.

h) Wm. FLOYD - 622 BUILDING / PROPOSAL FOR REHEAT COIL (REF. W&M AG. #: 15)

Motion to the proposal by Wm. Floyd, Heating and Cooling to install a re-heat coil on the 622 building, two story section, air handler equipment for an amount not to exceed \$9,834, as presented.

i) LCCMHA PERSONNEL MANUAL - REGULAR EMPLOYEE / UPDATE HOLIDAY PAY - SECTION II, F, 3 (REF. W&M AG. #: 16)

Motion to approve the proposed changes to the Regular Employee Personnel Manual, Section II, F, Item 3: Holiday and Floating Holiday / Pro-rated based on employee's Personnel Action Request Hours, as presented. Effective 10/01/13.

ALISA SCHLACHT, DO - RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 17)

Motion to approve the re-credentialing of Alisa Schlacht, DO, as follows:

Term: August 2013 Through August 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

Clinical Responsibilities: Psychiatric Evaluation, Medication Review, Treatment Planning, Medication Administration.

LCCMHA
FULL BOARD MEETING MINUTES
DATE: 08.27.13

k) ANGELA PARTH, LMSW (LIVINGSTON FAMILY CENTER) APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. w&m ag. #: 18)

Motion to approve the credentialing of Angela Parth, LMSW, as follows:

Term: August 2013 Through August 2015 Discipline: Licensed Masters Social Work

Population: Children w/serious emotional disturbance, Co-occurring disorders: substance abuse and

mental illness

Clinical Responsibilities: Mental Health Assessment, Treatment Planning, Individual Therapy, Group

Therapy, Family Therapy

AFLAC - VOLUNTARY EMPLOYEE SUPPLEMENTAL INSURANCE(S) (REF. W&M AG. #: 19)

Motion to authorize the Executive Director to sign a Payroll Deduction Authorization form with AFLAC to allow for account set up for pre-tax employee payroll reductions in order to make available to employees on a voluntary basis AFLAC insurance policies, at no cost to the agency.

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach August, 2013 Report / Informational
- b) Wait List Update / Informational
- c) Community & Agency Updates / Informational

d)	COLLABORATIVE COMMUNITY PLANNER (CCP-I) POSITION
	Discussion was held.
	Moved By: M. Kozak / Seconded By: L. Berry-Bobovski
	Motion to approve a new Collaborative Community Planner (CCP-I) position (Bachelor Degree) at Level 14 due to the amount of administrative and experience necessary to perform the job duties.
	☐ MOTION FAILED /

The LC-15 Master Level Degree CCP-II position would remain the same and position will be available depending upon selection of candidate to fill the vacancy.

e) RITA ARDAN, S&L PATHOLOGIST (JUSKO MORE)- APPOINTMENT OF CLINICAL RESPONSIBILITIES Discussion was held. Moved By: J. Plas / Seconded By: J. Aubry Motion to approve the credentialing of Rita Ardan, as follows: Term: August 2013 Through August 2015 Discipline: Speech/Language Pathologist Population: Children w/developmental disability, Adults w/developmental disability Clinical Responsibilities: Speech/Language Evaluation, Treatment Planning, Speech/Language Treatment Motion Passed 11 / 11 Motion Failed /

COMMITTEE OF THE WHOLE - MOTION RECOMMENDATIONS:				
a)	MERS - 2014 RETIREE BENEFIT E (COLA) & AMENDMENT TO THE DEFINED BENEFIT ADOPTION AGREEMENT			
	MOVED BY: B. Murray / SECONDED BY: M. Kozak			
	Motion to approve the following: PART I - Retiree Benefit Program E / 1%: adopt a 1% increase for the MERS 2014 Retiree Benefit Program E for only retirees who have been on the pension payroll for at least one year as of 01/01/14, as presented, and PART II - Amendment to the Defined Benefit Adoption Agreement: approve an Amendment to our existing MERS Defined Benefit Adoption Agreement approving a 1%, non-compounding, one-time increase under the Retiree Benefit Program E, for only retirees who have been on the pension payroll for at least one year, as of 01/01/14, as presented, and to pay MERS a lump sum payment of \$46,044 to provide for this 1% COLA.			
	☐ MOTION FAILED /			
b)	GENESIS HOUSE - OUT OF STATE TRAVEL / CLUBHOUSE INTERNATIONAL			
	Moved By: L. Berry-Bobovski / Seconded By: S. Slaton			
	Motion to approve the out-of-state travel request for a total of six people (four consumers/two staff) to attend the 17th Clubhouse International Seminar in St. Louis in October of 2013 for a total cost of \$7,523, which includes parking, as presented.			
	MOTION PASSED 10 / 10 (1 ABSTAINED/M. KOZAK)			
	☐ MOTION FAILED /			
c)	CDW - 2280 Building Phone System			
	Moved By: L. Berry-Bobovski / Seconded By: M. Kozak			
	Motion to the following items (in table below) to CDW to complete the new phone systems at the Main/2280 and Miller/622 CMH facilities in the amount of \$17,810, as presented.			
	Miller/622 Installation: Already Board-approved; unspent funds exist to cover the cost of \$7,200			
	Main/2280 Installation: Already Board-approved; funds set aside for this were, instead, expensed to the purchase of additional Miller phones totaling \$5,600			
	Additional Main/2280 Phone Modules: Never Requested and not yet approved \$5,010 Total PO \$17,810			
	Motion Passed 11 / 11			
	☐ MOTION FAILED /			
7	The Minutes of the August 20, 2013, meeting of Ways & Means Committee were presented for review.			
В	OARD AFFILIATION (CMHPSM): 🛘 None 🗵 Item(s) Noted Below			
a) Event Announcement(s): ⊠ None ☐ Items Noted Below				
b	,			
С	0 07/31/13 Meeting Minutes			

LCCMHA

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FULL BOARD MEETING MINUTES DATE: 08.27.13

d) 08/14/13 Meeting Minutes

Regional Funding Projections

10.	a) Event Announcement(s): ☐ None ☑ It • 09/20 & 09/21 Board Member Education • 10/21 & 10/22 Fall Conference / Soaring	tems Noted Below n Forum / Ramada Inn, Saginaw MI				
11.	BOARD CORRESPONDENCE: None a) The Connection Youth Services (TCYS) - 1 b) Heather Oaks - 07/28/13 Quarterly Report	•				
12.	NEW BUSINESS: ☐ None ☐ Item(s)	Noted Below				
13.	 OLD BUSINESS: □ None ☑ Item(s) Noted Below a) Parking Lot Items: Policy #211 Travel & Expense Reimbursement / out-of-state travel discussion-sept. FY13 Employee / One-time Pay Adjustment - Nov. 					
14.	CALL TO THE PUBLIC: No Response	e 🗆				
15.	ADJOURNMENT: THE MEETING ADJOURNE	ED AT 6:50 PM				
	RESPECTFULLY SUBMITTED:	APPROVED BY:				
	Rainey Marhofer RECORDING SECRETARY	Sharon Slaton BOARD SECRETARY	Date			