

MEETING MINUTES
FULL BOARD
OCTOBER 29, 2013

APPROVED

MEMBERS PRESENT:	<input type="checkbox"/> J. AUBRY	<input checked="" type="checkbox"/> R. MURRAY
	<input checked="" 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:	J. AUBRY, M. KOZAK	
OTHERS PRESENT	C. CONKLIN R. MARHOFER	G. NOEL

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED OCTOBER 29, 2013**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
MOVED BY: B. Murray / SECONDED BY: J. Plas
 MOTION PASSED 10 / 10
 MOTION FAILED /

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED SEPTEMBER 24, 2013**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:
MOVED BY: J. Plas / SECONDED BY: B. Murray
 MOTION PASSED 10 / 10
 MOTION FAILED /

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

- a) Per-Diem For Special Meetings / Functions: None Items Noted Below
 - Region 6: Retreat in November
- b) Event Announcement(s): None Item(s) Noted Below

- c) 2014 Preplanning Discussion / Board & Committee Dates
- d) Appointment of Nominating Committee for 2014 Board Officers / by R. Graber - Chair:
 - 1) L. Carroll, 2) S. Slaton, 3) J. Pfeffer. Recommendations due at 12/10/13 Full Board Meeting)
- e) 2014 Town Hall Meeting / Location Preference. Discussion held. Additional information

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 10 / 10

MOTION FAILED /

a) BY-LAWS / ANNUAL REVIEW (REF. W&M AG. #: 3)

Motion to approve the By-Laws changes as follows: Article IV, Section F, Robert's Rules of Order, 11th Edition, 2011 Newly Revised, shall govern the Board and in all cases where applicable.

b) CMHPSM POLICY - REVISED #498: ACCESS SYSTEM (REF. W&M AG. #: 4)

Motion to approve the revisions to the CMHPSM Policy (Livingston #498), Access System, as presented.

c) CMHPSM POLICY - REVISED #492: BEHAVIOR TREATMENT COMMITTEE (REF. W&M AG. #: 5)

Motion to approve the revisions to the CMHPSM Policy (Livingston #492), Behavior Treatment Committee, as presented.

d) CMHPSM POLICY - REVISED #576: ADVANCE DIRECTIVES & DO NOT RESUSCITATE ORDERS (REF. W&M AG. #: 6)

Motion to approve the revisions to the CMHPSM Policy (Livingston #576), Advance Directives & Do Not Resuscitate Orders, as presented.

e) CMHPSM POLICY - REVISED #386: ABILITY TO PAY (REF. W&M AG. #: 7)

Motion to approve the revisions to the CMHPSM Policy (Livingston #386), Ability to Pay, as presented.

f) CMHPSM POLICY - REVISED #565: FREEDOM OF MOVEMENT (REF. W&M AG. #: 8)

Motion to approve the revisions to the CMHPSM Policy (Livingston #565), Freedom of Movement, as presented.

g) CMHPSM POLICY - REVISED #561: SERVICES SUITED TO CONDITION (REF. W&M AG. #: 9)

Motion to approve the revisions to the CMHPSM Policy (Livingston #561) Services Suited to Condition, as presented.

h) CMHPSM POLICY - REVISED #564: PERSONAL PROPERTY & FUNDS (REF. W&M AG. #: 10)

Motion to approve the revisions to the CMHPSM Policy (Livingston #564) Personal Property & Funds, as presented.

i) CRISTIAN CIGILLUTI, OT (LEAPS & BOUNDS) - APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 11)

Motion to approve the credentialing of Cristian Cigilluti, OT, as follows:

Term: October 2013 Through October 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

j) HEATHER HEYDLAUFF, REGISTERED DIETICIAN - APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 12)

Motion to approve the credentialing of Heather Heydlauff, Registered Dietician, as follows:

Term: October 2013 Through October 2015

Discipline: Dietician

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

Clinical Responsibilities: Diet & Nutrition Evaluation, Treatment Planning, Diet & Nutrition Services

k) ARIELLE BLOOM, S&L (LEAPS & BOUNDS) - APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 13)

Motion to approve the credentialing of Arielle Bloom, S&L Pathologist, as follows:

Term: October 2013 Through October 2015

Discipline: Speech/Language Pathologist

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

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

l) DANIEL MAYMAN, MD - APPOINTMENT OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 14)

Motion to approve the credentialing of Daniel Mayman, MD, as follows:

Term: October 2013 Through October 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

m) DANIEL MAYMAN, MD - CONTRACT FOR PSYCHIATRIC SERVICES (REF. W&M AG. #: 15)

Motion to approve a provider service contract with Daniel Mayman, MD for psychiatric services for adults with mental illness at a rate of \$115 per hour. Effective 11/01/13 through 09/30/14.

n) JUSKO MORE - CONTRACT AMENDMENT #3 (FAMILY TRAINING) (REF. W&M AG. #: 16)

Motion to approve Amendment #3 to the Jusko More service contract to include home care -family training, at a rate of \$65.48 per encounter, as presented. Effective 11/01/13 through 09/30/14.

o) GREENLEY SQUARE MANOR - AMENDMENT #2 /CLS & PERSONAL CARE FOR CONSUMER #41580 (REF. W&M AG. #: 17)

Motion to approve Amendment #2 to the Greenley Square Manor service contract for emergency placement of consumer #41580 at the rate of \$180 per day. Effective 10/10/13 through 12/31/13.

p) OAK GROVE ROAD GROUP HOME / BATHROOM RENOVATION - ZALEWSKI CONSTRUCTION CO. (REF. W&M AG. #: 20)

Motion to approve Zalewski Construction Company, Inc. as construction contractor for the bathroom renovation project located at the 3485 Oak Grove Road group home for an amount not to exceed \$21,800.

q) ABA PATHWAYS - CONTRACT AMENDMENT #1 (REF. W&M AG. #: 21)

Motion to approve Amendment #1 to the service contract with ABA Pathways to expand the scope of service to include psychological testing at a rate of \$125 per hour and update specific CPT codes, as presented. Effective 11/01/13 through 09/30/14.

r) EMU AUTISM COLLABORATIVE CENTER - CONTRACT AMENDMENT #2 (REF. W&M AG. #: 22)

Motion to approve Amendment #2 to the service contract with EMU Autism Collaborative Center to expand the scope of service to include psychological testing at a rate of \$155 per hour and update specific CPT codes, as presented. Effective 11/01/13 through 09/30/14.

s) **LEAPS AND BOUNDS THERAPY SERVICES - CONTRACT AMENDMENT #6 (REF. W&M AG. #: 23)**

Motion to approve Amendment #6 to the service contract with Leaps and Bounds Therapy Services to expand the scope of service to include psychological testing at a rate of \$155 per hour and updated specific CPT codes, as presented. Effective 11/01/13 through 09/30/14.

t) **LIVINGSTON FAMILY CENTER - NEW PROVIDER CONTRACT / OUTPATIENT SERVICES (REF. W&M AG. #: 24)**

Motion to approve a new service contract with Livingston Family Center for family therapy and individual therapy services to children with serious emotional disturbances, at the rates presented. Effective 11/01/13 through 09/30/14.

u) **MACOMB OAKLAND REGIONAL CENTER (MORC) - CONTRACT AMENDMENT #2 (REF. W&M AG. #: 25)**

Motion to approve Amendment #2 to the service contract with MORC to provide psychiatric diagnostic evaluation at the rate of \$288.89 per encounter, as presented. Effective 11/01/13 through 09/30/14.

v) **STONECREST CENTER - NEW PROVIDER CONTRACT / INPATIENT PSYCHIATRIC SERVICES (REF. W&M AG. #: 26)**

Motion to approve a new service contract with StoneCrest Center for community psychiatric inpatient hospitalization services for both adults and children at a rate of \$650 per day. Effective 11/01/13 through 09/30/14.

w) **LOVEJOY REHABILITATION CENTERS - CONTRACT AMENDMENT #3/CONSUMER #51791 (REF. W&M AG. #: 27)**

Motion to approve Amendment #3 to the service contract for community living supports services for Consumer #51791 for up to 3 hours per week at a rate of \$3.75 per 15 minutes. Effective 09/29/13 through 03/31/14.

x) **SHEREEN UNDERWOOD, DO - RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 29)**

Motion to approve the re-credentialing of Shereen Underwood, DO, as follows:

Term: October 2013 Through October 2015

Discipline: Psychiatrist

Population: Children w/developmental disability; Adults w/serious and persistent mental illness; Co-occurring disorders: substance abuse and mental illness

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

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach October, 2013 Report / Informational
- b) Wait List Update / Informational
- c) Community and Agency Updates / Informational
- d) 2014 Holiday Schedule / Informational
- e) Finance Report / Informational

8. COMMITTEE OF THE WHOLE – MOTION RECOMMENDATIONS:

a) 2014 EMPLOYEE FLEXIBLE BENEFIT PLAN AND RETIREE MEDICAL & RX PLAN RENEWALS

ACTIVE EMPLOYEES:

PART I - Plan Year 2014 BCBS Medical - Rx - Dental Plans

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

Motion to approve a one year contract renewal with BCBSM for the Simply Blue PPO H.S.A. \$2,000 (single deductible) / \$4,000 (two person-family) style plan with 15/30/60 Rx after deductible with employee co-premiums at 1.5% of the annual plan cost, as presented by Marwil & Associates. Effective 01/01/14.

MOTION PASSED 10 / 10

PART II - Plan Year 2014 - BCBS Dental

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

Motion to approve a one year contract renewal with BCBSM for Dental Coverage paid by the LCCMHA, as presented by Marwil & Associates. Effective 01/01/14.

MOTION PASSED 10 / 10

PART III - Plan Year 2014 Eye Med Vision

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

Motion to approve a contract renewal with Eye Meds for vision coverage, as presented by Marwil & Associates. Effective 01/01/14 through 12/31/14. (These rates are based on a 4 year rate guarantee extended until 01/01/15)

MOTION PASSED 10 / 10

PART IV - Plan Year 2014 Guardian Long Term Disability (LTD)

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

Motion to approve a contract renewal with Guardian Insurance for long term disability insurance coverage, as presented by Marwil & Associates. Effective 01/01/14 through 12/31/14.

MOTION PASSED 10 / 10

PART V - Plan Year 2014 Guardian Life & Accidental Death/Dismemberment Insurance

Moved BY: L. Berry-Bobovski / SECONDED BY: L. Carroll

Motion to approve a contract renewal with Guardian Insurance for employee life insurance and accidental death and dismemberment insurance, as presented by Marwil & Associates. Effective 01/01/14 through 12/31/14. (These rates are based on a 3 year rate guarantee extended until 01/01/15)

MOTION PASSED 10 / 10

RETIREES:

PART I - Plan Year 2014 / Benistar Retiree Medical Plan

Moved BY: L. Berry-Bobovski / SECONDED BY: L. Carroll

Motion to approve the Retiree Medical Plan with Benistar Employer Services Trust, as presented by Marwil & Associates. Effective 01/01/14 through 12/31/14.

MOTION PASSED 10 / 10

PART II - Plan Year 2014 / Express Scripts Retiree Rx

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

Motion to approve the Retiree Prescription Drug Plan with Express Scripts for 2014, as presented by Marwil & Associates. Effective 01/01/14 through 12/31/14.

MOTION PASSED 10 / 10

b) ADMIN - FINANCE DEPT / REQUEST FOR STAFFING CHANGES

Part I

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

Motion to eliminate the (LC-6) temporary part-time 24 hr/wk Support Staff position assigned to Finance Department, effective October 27, 2013.

MOTION PASSED 10 / 10

MOTION FAILED /

Part II

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

Motion to create a new (LC-8) regular, full-time Accounting Specialist position for the Finance Department, effective October 27, 2013.

MOTION PASSED 10 / 10

MOTION FAILED /

Part III

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

Motion to increase a (LC-8) regular, part-time 32 hr/wk Accounting Specialist position (payroll), to regular full-time 40 hr/wk status. Effective October 27, 2013.

MOTION PASSED 10 / 10

MOTION FAILED /

c) VEHICLE PURCHASE (REPLACEMENT) 2014 FORD FUSION / FOWLerville FORD

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

Motion to approve the purchase of a 2014 Ford Fusion from Fowerville Ford for a total cost of \$20,500 to replace the 2007 Ford Fusion that was totaled in a recent accident.

MOTION PASSED 10 / 10

MOTION FAILED /

d) 2280 BUILDING - LOBBY/WAITING ROOM PROJECT / CORRIGAN CONSTRUCTION

Moved BY: L. Berry-Bobovski / SECONDED BY: B. Cox

Motion to approve contracting with Corrigan Construction to rework the front reception lobby/wall at the 2280 CMH building based on plans provided by Lindhout & Associates (dated 06/20/13) for a cost not to exceed \$35,138.62 as presented.

MOTION PASSED 10 / 10

MOTION FAILED /

The Minutes of the October 22, 2013, meeting of Ways & Means Committee were presented for review.

9. **CMHPSM (REGION 6):** None **Item(s) Noted Below**
 a) Event Announcement(s): None Items Noted Below
 • Regional Committee Meeting Date: 11/13/13 at WCHO, Zeeb Rd. Ann Arbor
 b) 10/09/13 Minutes
10. **MACMH BOARD ASSOCIATION:** None **Item(s) Noted Below**
11. **BOARD CORRESPONDENCE:** None **Item(s) Noted Below**
 a) Genesis House - Employment Program / 10/15/13 Daily Press & Argus
 b) Livingston County Drug Court - Gains 323KBoost / 10/16/13 Argus
 c) 2 - Staff Thank You - BBQ & 50 Anniversary JFK Mental Health
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
 • FY13 Employee / One-time Pay Adjustment (nov)
14. **CALL TO THE PUBLIC :** **No Response**
15. **ADJOURNMENT:** THE MEETING ADJOURNED AT 7:20 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

 Rainey Marhofer
 RECORDING SECRETARY

 Sharon Slaton
 BOARD SECRETARY

 Date