

MEETING MINUTES
FULL BOARD
DECEMBER 10, 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 checked="" type="checkbox"/> M. KOZAK	<input checked="" type="checkbox"/> B. SPALDING
MEMBER(S) ABSENT:	J. AUBRY	
OTHERS PRESENT	C. CONKLIN R. MARHOFER	G. NOEL L. NEWBERG

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED DECEMBER 10, 2013**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
MOVED BY: M. Kozak / SECONDED BY: B. Murray
 MOTION PASSED 11 / 11
 MOTION FAILED /

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED NOVEMBER 26, 2013**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:
MOVED BY: B. Murray / SECONDED BY: M. Kozak
 MOTION PASSED 11 / 11
 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**

- 2013 Holiday - Staff Recognition Party / December 19th from 4pm-6pm /Location to be announced
- Town Hall Meeting 05/06/2014 will be held at Brighton High School

c) Board Member Resignation: G. Roe, effective 12/31/13

d) **BOARD MEMBER RECOGNITION RESOLUTION: G. ROE (ACTION ITEM)**

Discussion was held.

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

Motion to award the title of Board Member Emeritus to Gary Roe in recognition of his contributions and long and loyal service as a member who served 12 years on the LCCMHA Board.

MOTION PASSED 10 / 1 ABSTAINED (G. ROE)

MOTION FAILED /

e) **2014 BOARD OFFICERS - NOMINATING COMMITTEE RECOMMENDATIONS**

Discussion was held.

Moved by: S. Slaton / Seconded by: B. Cox

Motion to approve the Nomination Committee's following recommendations for the 2014 LCCMHA Board Officers:

Board Chair: Roxanne Garber
Vice Chair: Robert (Bob) Murray
Secretary: Joanne Pfeffer

MOTION PASSED 11 / 11

MOTION FAILED /

6. **CONSENT AGENDA:**

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

- a) Delegated Contract Approach December, 2014 Report / Informational
- b) Wait List Update / Informational
- c) Community and Agency Updates / Informational

d) **2013 HOLIDAY PARTY - REQUEST FOR AMENDMENT TO 11/26/13 BOARD MOTION**

Part I - Amendment

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

Motion to amend the motion dated November 26, 2013 of the LCCMHA Board, agenda item #7-f, 2013 Holiday Party - Staff Recognition Budget to strike the holiday budget amount of not to exceed \$2,000, as discussed.

MOTION PASSED 11 / 11

MOTION FAILED /

Previous room rental amount presented in November increased from \$250 to \$515 due to needing a larger room and the original room is no longer available due to a previously scheduled Zumba class.

Part II - Approve as Amended

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

Motion to approve the 2013 Holiday Party - Staff Recognition Budget for an amended amount not to exceed \$2,500

MOTION PASSED 11 / 11

MOTION FAILED /

e) **CONSILIUM STAFFING - CONTRACT / RECRUITMENT OF TEMPORARY PSYCHIATRIC COVERAGE**

Discussion was held.

Moved by: S. Slaton / Seconded by: L. Carroll

Motion to approve a contract with Consilium Staffing for Child and Adolescent temporary psychiatric services at the rates presented.

MOTION PASSED 11 / 11

MOTION FAILED /

f) **MASTER EARNED REVENUE CONTRACT - FY14 / WCHO PURCHASING SERVICES FROM LIVINGSTON**

Discussion was held.

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

Motion to approve the FY14 Master Earned Revenue Contract between WCHO purchasing services from Livingston, as presented.

MOTION PASSED 11 / 11

MOTION FAILED /

8. COMMITTEE OF THE WHOLE – MOTION RECOMMENDATIONS:

a) Finance Report - Will be available in January 2014. / Informational

b) **2012-2013 LIVINGSTON'S RECIPIENT RIGHTS ANNUAL REPORT & 2014 FUNDING OF THE RECIPIENT RIGHTS OFFICE (RRAC 12/03/13 MINUTES ATTACHED)**

Part I - Funding

Moved by: B. Cox / Seconded by: M. Kozak

Motion to approve contracting with WCHO and providing funding for the two (2) full-time Recipient Rights Officers in order to meet the needs of Livingston's case load.

MOTION PASSED 11 / 11

MOTION FAILED /

Part II - FY12/13 Report & Office Goals for FY13/14

Moved by: M. Kozak / Seconded by: S. Slaton

Motion to accept the FY12/13 Reipient Rights Annual Report, as presented and to support the Rights Office Goals for FY13/14, as presented

MOTION PASSED 11 / 11

MOTION FAILED /

c) **CMHPSM POLICY - NEW #483: TRANSITION PLANNING POLICY FOR INDIVIDUALS BEING RELEASED FROM STATE FACILITIES**

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

Motion to approve the new CMHPSM Policy (Livingston #483), Transition Planning Policy for Individuals Being Released from State Facilities, as presented.

MOTION PASSED 11 / 11

MOTION FAILED /

d) **CMHPSM POLICY - REVISED #488: CLINICAL RECORD CONTENT**

Moved by: B. Murray / Seconded by: M. Kozak

Motion to approve the revised CMHPSM Policy (Livingston #488), Clinical Record Content, as presented.

MOTION PASSED 11 / 11

MOTION FAILED /

e) **CMHPSM POLICY - REVISED #493: CONTINUITY OF CARE**

Moved by: B. Cox / Seconded by: M. Kozak

Motion to approve the revised CMHPSM Policy (Livingston #493) Continuity of Care, as presented.

MOTION PASSED 11 / 11

MOTION FAILED /

f) **DIGITAL DIRECT - CONTRACT FOR TELECOMMUNICATION MANAGEMENT SERVICES (REPLACES NOVEMBER BOARD MOTION)**

Part I - Amendment

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

Motion to amend the motion dated November 26, 2013 of the LCCMHA Board, agenda item #6-i, 2013 Digital Direct - Contract for Telecommunication Management Services to strike rate of \$1300/month from December 01, 2013 to November 30, 2014, as discussed.

MOTION PASSED 11 / 11

MOTION FAILED /

Part II - Approve as Amended

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

Motion to approve contract with Digital Direct for telecommunication management services at a rate of \$1700/month from December 01, 2013 to November 30, 2014, as presented.

MOTION PASSED 11 / 11

MOTION FAILED /

g) CDW - CONTRACT FOR AVAYA SYSTEM MAINTENANCE RENEWAL / 2280 BUILDING

Moved by: B. Murray / Seconded by: J. Pfeffer

Motion to approve a contract with CDW to continue Avaya 24x7 phone support at our 2280 building facility for one year (to begin immediately) at a cost of \$560.27.

MOTION PASSED 11 / 11

MOTION FAILED /

h) ABA PATHWAYS - CONTRACT AMENDMENT No. 2

Moved by: J. Pfeffer / Seconded by: M. Kozak

Motion to approve Contract Amendment No. 2 between LCCMHA and ABA Pathways, as presented. Effective 12/01/13 through 09/30/14.

MOTION PASSED 11 / 11

MOTION FAILED /

i) GREENLY SQUARE MANOR - CONTRACT AMENDMENT No. 3 (CONSUMER 41580)

Moved by: L. Berry-Bobovski / Seconded by: M. Kozak

Motion to approve Contract Amendment No. 3 between LCCMHA and Greenly Square Manor for continued placement of consumer # 41580, as presented. Effective 01/01/14 through 01/31/14.

MOTION PASSED 11 / 11

MOTION FAILED /

Time Limited Placement.

j) HEATHER HEYDLAUFF, DIETICIAN (LIP) - CONTRACT FOR SERVICES

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

Motion to approve a contract between LCCMHA and Heather Heydlauff for dietary services at the rates presented. Effective date: contingent upon the LCCMHA Board appointment of clinical responsibilities.

MOTION PASSED 11 / 11

MOTION FAILED /

Credentialing request to be submitted to LCCMHA Board in January, 2014.

k) HENRY FORD KINGSWOOD HOSPITAL - CONTRACT FOR PSYCHIATRIC INPATIENT SERVICES

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

Motion to approve a contract between LCCMHA and Henry Ford Kingwood Hospital for psychiatric in-patient hospitalization for all populations at the rate of \$650 per day, as presented. Effective 12/11/13 through 09/30/14.

MOTION PASSED 11 / 11

MOTION FAILED /

l) GREENVILLE ACRES ADULT CARE HOMES - AMENDMENT NO. 1 (CONSUMER #50194)

Moved by: J. Pfeffer / Seconded by: B. Murray

Motion to approve a contract between LCCMHA and Greenville Acres Adult Care Homes for adult foster care services for consumer #50194 at the rate of \$35.10 per day, pending guardian approval. Effective 12/11/13 through 09/30/14.

MOTION PASSED 11 / 11

MOTION FAILED /

m) MI-C TELEPSYCHIATRY SERVICES EQUIPMENT PROPOSAL(S)

Moved by: B. Cox / Seconded by: S. Slaton

Motion to approve the purchase of mobile equipment as quoted in price quote #189605, dated 11/25/13 for Polycom Video Equipment -720P Dual Monitor, Samsung monitor and monitor cart, totaling \$7,892.43. This approval is contingent upon whether an agreement is secured between LCCMHA and U of M for Telepsychiatry Services.

MOTION PASSED 11 / 11

MOTION FAILED /

n) RESCARE PREMIER - CONTRACT AMENDMENT NO. 4 (CLIENT #266960)

Moved by: L. Carroll / Seconded by: S. Slaton

Motion to approve Amendment No. 4 between LCCMHA and ResCare Premier for placement of consumer #266960, at the rates presented. Effective 12/01/13 through 02/28/14.

MOTION PASSED 11 / 11

MOTION FAILED /

o) ALISA SCHLACHT, DO - PROFESSIONAL LIABILITY / MALPRACTICE INSURANCE

Moved by: M. Kozak / Seconded by: B. Murray

Motion to approve LCCMHA to pay off the remainder of Dr. Schlacht's part-time malpractice policy in the amount of \$1,433.60 and pay the difference for her full-time malpractice policy in the amount of \$2,018 for a total amount of \$3,451.60 to cover dates from December 9, 2013 to July 7, 2014. Payment will be made directly to Professional Risk Management Services, Inc.

MOTION PASSED 11 / 11

MOTION FAILED /

p) COUNTRY LIVING AFC - CONTRACT TERMINATION

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

Motion to approve the contract termination between LCCMHA and Country Living AFC with a 60 day notice beginning on 12/11/13, as presented. Contract termination date will be 02/10/14.

MOTION PASSED 11 / 11

MOTION FAILED /

9. **CMHPSM (REGION 6):** None **Item(s) Noted Below**
 a) Event Announcement(s): None Items Noted Below
 • Regional Committee Meeting Date: 12/11/13
10. **MACMH BOARD ASSOCIATION:** None **Item(s) Noted Below**
11. **BOARD CORRESPONDENCE:** None **Item(s) Noted Below**
 a) Donations to LCCMHA: 1) Tenpenny Furniture, 2) Dr. Vasui
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
14. **CALL TO THE PUBLIC :** **No Response**
15. **ADJOURNMENT:** THE MEETING ADJOURNED AT 7:35 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

 Rainey Marhofer
 RECORDING SECRETARY

 Sharon Slaton
 BOARD SECRETARY

 Date