

**MEETING MINUTES**  
**FULL BOARD**  
**JULY 29, 2014**



<b>MEMBERS PRESENT:</b>	<input checked="" type="checkbox"/> <b>J. AUBRY</b>	<input checked="" type="checkbox"/> <b>G. MCINTOSH</b>
	<input checked="" type="checkbox"/> <b>L. BERRY-BOBOVSKI – COMM. CHAIR</b>	<input checked="" type="checkbox"/> <b>R. MURRAY - BOARD VICE CHAIR</b>
	<input checked="" type="checkbox"/> <b>L. CARROLL</b>	<input checked="" type="checkbox"/> <b>J. PFEFFER - BOARD SECRETARY</b>
	<input checked="" type="checkbox"/> <b>B. COX</b>	<input checked="" type="checkbox"/> <b>J. PLAS</b>
	<input type="checkbox"/> <b>OPEN SEAT (VACATED BY K. DANIELS)</b>	<input type="checkbox"/> <b>S. SLATON</b>
	<input checked="" type="checkbox"/> <b>R. GARBER – BOARD CHAIR</b>	<input checked="" type="checkbox"/> <b>B. SPALDING</b>
<b>MEMBER(S) ABSENT:</b>	<b>S. SLATON, OPEN SEAT</b>	
<b>OTHERS PRESENT</b>	C. CONKLIN R. MARHOFER	

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:01 PM**.

2. **APPROVAL OF AGENDA:** **AGENDA DATED JULY 29, 2014**

**MOTION TO APPROVE THE AGENDA, AS PRESENTED.**  
 **MOTION TO APPROVE THE AGENDA, AS MODIFIED:**  
**Moved by: R. 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 JUNE 24, 2014**

**MOTION TO APPROVE THE MINUTES, AS PRESENTED.**  
 **MOTION TO APPROVE THE MINUTES, AS MODIFIED:**  
**Moved by: R. Murray / Seconded by: J. Plas**  
 **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**  
b) Event Announcement(s):  **None**  **Item(s) Noted Below**

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) **CMHPSM POLICY - REVISED #439: CONSUMER APPEAL POLICY (REF. W&M AG. #: 3)**

Motion to approve the revisions to the CMHPSM Policy (Livingston Policy #439), Consumer Appeal Policy, as presented.

b) **CMHPSM POLICY - REVISED #385: PERFORMANCE IMPROVEMENT POLICY (REF. W&M AG. #: 4)**

Motion to approve the revisions to the CMHPSM Policy (Livingston Policy #385), Performance Improvement Policy, as presented.

c) **CMHPSM POLICY - REVISED #389: SERVICE VERIFICATION POLICY (REF. W&M AG. #: 5)**

Motion to approve the revisions to the CMHPSM Policy (Livingston Policy #389), Service Verification Policy, as presented.

d) **CMHPSM POLICY - REVISED #486: ORGANIZATIONAL CREDENTIALING / RECREDENTIALING AND MONITORING POLICY (REF. W&M AG. #: 6)**

Motion to approve the revisions to the CMHPSM Policy (Livingston Policy #486), Organizational Credentialing / Recredentialing and Monitoring Policy, as presented.

e) **GREENLEY SQUARE MANOR - FY14 CONTRACT AMENDMENT NO. 7 (REF. W&M AG. #: 8)**

PART I- Placement of Consumer 217875

Motion to approve FY13/14 Contract Amendment No. 7 between LCCMHA and Greenley Square Manor for continued placement of Consumer #217875 for Personal Care and Specialized Residential CLS services at a rate of \$180 per day, as presented. Effective 8/1/14 to 8/31/14.

PART II - Placement of Consumer 218506

Motion to approve FY13/14 Contract Amendment No. 7 between LCCMHA and Greenley Square Manor for placement of Consumer #218506 for Personal Care and Specialized Residential CLS services at a rate of \$180 per day, as presented. Effective 7/15/14 to 9/30/14.

**f) ADULT LEARNING SYSTEM (ALS) - CORRECTION TO AMENDMENT NO. 2 APPROVED 06/2014 (REF. W&M AG. #: 10)**

Motion to approve FY13/14 Contract Amendment No. 2 between LCCMHA and Adult Learning Systems for a per diem adjustment for the Briarwood Group Home at the rate of \$145.36 per day, as presented. Effective 6/1/14 to 9/30/14. (Replaces Board motion dated 06/24/14)

**g) ABA PATHWAYS - AMENDMENT #3 / CONSUMER 227422 (REF. W&M AG. #: 11)**

Motion to approve Amendment No. 3 to FY13/14 Contract between LCCMHA and ABA Pathways for Applied Behavioral Analysis Services for Consumer #227422 at the rates as presented. Effective 7/11/14 to 9/30/14.

**h) LOVEJOY REHABILITATION - AMENDMENT NO. 4 / CONSUMER 51791 (REF. W&M AG. #: 12)**

Motion to approve FY13/14 Contract Amendment No. 4 between LCCMHA and Lovejoy Rehabilitation Centers for continuation of CLS services for Consumer #51791 at a rate of \$3.75 per 15 minutes, as presented. Effective 4/1/14 to 9/30/14.

**i) HASSELBRING-CLARK - COPIER PROPOSAL / 2280 BUILDING / TWO (2) CANON/IR MULTIFUNCTION DEVICES (REF. W&M AG. #: 13)**

Motion to contract with Hasselbring-Clark for 60 months to lease two multifunction printing devices, beginning September 01, 2014, as presented.

1. Canon/iR Advance 6265 - Monochrome machine – Cost \$314.50 Monthly  
(print rate \$.0055 per copy, lease includes 15,000 B/W prints per month)
  - a. B/W Lease - \$232.00 monthly amount
  - b. B/W Maintenance - \$82.50 monthly amount
2. Canon/iR Advance C5255 - Color machine – Cost \$844 Monthly  
(print rate \$.037 per color copy, lease includes 15,000 Color prints per month)
  - a. Color Lease - \$264.00 monthly (machine)
  - b. Color Lease - \$25.00 monthly (paper deck for additional paper)
  - c. Color Maintenance - \$555.00 monthly

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

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

**8. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:**

a) **MERS - 2015 RETIREE BENEFIT (COLA) / ACTUARIAL VALUATION(S)** (REF. W&M AG. #: 15)

**Moved by: R. Murray / Seconded by: J. Aubry**

Motion to approve a supplemental valuation at 1.5% to determine Benefit E cost (in actuarial accrued liability) for COLA for retirees. The supplemental valuation fee is \$150.

**MOTION PASSED 10 / 10**

**MOTION FAILED /**

The Minutes of the July 22, 2014, 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: August 13, 2014

b) 07/09/14 Draft Meeting Minutes

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

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

b) Advocacy for Public System Initiative / informational (board approved in June)

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

a) FY12/13 DHS Federal Audit ID193283 - Response Letter

**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 6:40 PM

**RESPECTFULLY SUBMITTED:**

**APPROVED BY:**

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

\_\_\_\_\_  
Joanne Pfeffer  
BOARD SECRETARY

\_\_\_\_\_  
Date