

**MEETING MINUTES**  
**FULL BOARD**  
**JANUARY 27, 2015**



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

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED JANUARY 27, 2015**

**MOTION TO APPROVE THE AGENDA, AS PRESENTED.**  
 **MOTION TO APPROVE THE AGENDA, AS MODIFIED:**  
**MOVED BY: R. Murray / SECONDED BY: L. Carroll**  
 **MOTION PASSED 12 / 12**  
 **MOTION FAILED /**

3. **CALL TO THE PUBLIC:**  **None.**  Robin Trimper and Shelia Barrett / Freedom Work Opportunities.

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED DECEMBER 9, 2014**

**MOTION TO APPROVE THE MINUTES, AS PRESENTED.**  
 **MOTION TO APPROVE THE MINUTES, AS MODIFIED:**  
**MOVED BY: B. Spalding / SECONDED BY: R. Murray**  
 **MOTION PASSED 12 / 12**  
 **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**

- 2015 Annual Town Hall Meeting - 05/05/15 Three Fires Elementary 4125 Crooked Lake Road Howell, MI

- c) Livingston County Board of Commissioners - Resolution #2015-01-029  
 Approving reappointments to the LCCMHA Board:  
     R. Murray .....Term Expires 12/31/17  
     L. Berry-Bobovski .....Term Expires 12/31/17  
     J. Plas .....Term Expires 12/31/17
- d) 2015 Board Committee Chairs / Appointed by Board Chair, R. Garber:  
     Ways & Means Committee: L. Berry-Bobovski  
     RRAC: R. Garber

**6. CONSENT AGENDA:**

Removal & additions of item(s) from / to the Consent Agenda:    None    Items Noted Below  
 Addition / from Ways & Means Item #8: a) CMHPSM Policy - Revised #555: Confidentiality & Access to Consumer Records Policy (Ref. W&M Ag. #4)  
 Addition / from Ways & Means Item #8: b) CMHPSM Policy - Revised #577: Notice of Privacy Practices and Consumer Complaints for Protected Health Information (Ref. W&M Ag. #26)

**CONSENT AGENDA APPROVAL**

Discussion was held. C. Conklin notified board regarding policy #448, Consumer Employment - updated to Section V, Definitions: Added Competitive Work. (This definition was missing from policy version mailed to board member for W&M meeting).

**Moved by: L. Berry-Bobovski / Seconded by: R. Murray**

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

**MOTION PASSED 12 / 12**

**MOTION FAILED /**

a) **CMHPSM POLICY - REVISED #498: ACCESS SYSTEM (REF. W&M AG. #: 2)**  
 Motion to approve the revisions to the CMHPSM Policy (Livingston #498), Access System, as presented.

b) **CMHPSM POLICY - REVISED #484: CREDENTIALING AND CLINICAL RESPONSIBILITIES FOR LICENSED INDEPENDENT PRACTITIONERS (REF. W&M AG. #: 3)**  
 Motion to approve the revisions to the CMHPSM Policy (Livingston #484), Credentialing and Clinical Responsibilities for Licensed Independent Practitioners, as presented.

c) **2013 - 2014 LIVINGSTON'S RECIPIENT RIGHTS ANNUAL REPORT (REF. W&M AG. #: 6)**  
 Motion to accept the FY 2013-2014 Recipient Rights Annual Report, as presented.

d) **MAXIMUS FITNESS - CONTRACT / GENESIS HOUSE GYM MEMBERSHIP FOR TWO (2) (REF. W&M AG. #: 7)**  
 Motion to approve the renewal of two (2) memberships to Maximus at \$240 each for one year for a total of \$480 to be funded by the Clubhouse Foundation Account, as presented. Effective renewal date: 02/13/15 to 02/12/16.

e) **COURTYARD MANOR OF WIXOM / FY15 CONTRACT FOR PLACEMENT OF CONSUMER #42499 (REF. W&M AG. #: 8)**

PART I - FY15 Emergency Contract (time limited)

Motion to approve Emergency FY15 Contract between LCCMHA and Courtyard Manor of Wixom for licensed residential services at \$180 per day for Consumer #42499, as presented. Effective 12/23/14 to 1/12/15.

PART II - FY15 Contract Amendment No. 1 (extension)

Motion to approve FY15 Contract Amendment #1 between LCCMHA and Courtyard Manor of Wixom to continue licensed residential services at \$180 per day for Consumer #42499, as presented. Effective 1/13/15 to 2/28/15.

f) **DAWN INC. DBA DAWN FARM - FY15 CONTRACT AMENDMENT NO. 1 (REF. W&M AG. #: 10)**

Motion to approve Amendment #1 to FY15 Contract between LCCMHA and Dawn Inc. d/b/a Dawn Farm for Long Term residential services at \$120 per day, as presented. Effective 10/1/14 to 9/30/15.

g) **HOLY CROSS YOUTH AND FAMILY SERVICES - FY15 CONTRACT AMENDMENT NO. 1 (REF. W&M AG. #: 11)**

Motion to approve Amendment #1 to FY15 Contract between LCCMHA and Holy Cross Youth and Family Services to add services at rates, as presented. Effective 10/1/14 to 9/30/15.

h) **KEY DEVELOPMENT - FY15 CONTRACT AMENDMENT NO. 1 (REF. W&M AG. #: 12)**

Motion to approve Amendment #1 to FY15 Contract between LCCMHA and Key Development Center to add Substance Abuse-Skill Development (recovery support) services at \$150 per group, as presented. Effective 10/1/14 to 9/30/15.

i) **VISITING ANGELS (MT & ASSOCIATES, LLC D/B/A VISITING ANGELS OF SOUTHEASTERN MICHIGAN) / CONSUMER # 1150918 (REF. W&M AG. #: 14)**

Motion to approve FY15 Contract Amendment #1 between LCCMHA and Visiting Angels for continued CLS services for consumer #1150918 at the rate of \$5 per 15 minutes, as presented. Effective 2/1/15 to 2/28/15.

j) **MI-C / MICHIGAN CHILD COLLABORATIVE CARE PROGRAM (MC3) (REF. W&M AG. #: 15)**

PART I - MDCH MC3 Revenue Funding for MHTII TPT 20 Hr/Wk Position

Motion to approve a revenue agreement with MDCH to pursue funding for a liaison position through November 1, 2016. It is anticipated the funding will continue beyond then. The funding amount will be based on a budget proposal which we will submit to MDCH and will fully cover the costs of the position. The structure and cost of the liaison position and any additional requests will return to Board in February 2015.

PART II - Collaborative Agreement with U of M

Motion to approve a collaborative agreement with U of M to participate in the MC3 program, share information, and gather outcome data, beginning January 28, 2015

**k) THE BRIGHTON CENTER - NEW FY15 CONTRACT / SA - MEDICATION-ASSISTED TREATMENT (REF. W&M AG. #: 16)**

Motion to approve FY15 Contract between LCCMHA and the Brighton Center, Inc. for Medication-Assisted Treatment at rates as presented. Effective 2/1/15 to 9/30/15.

**l) MRC INDUSTRIES / FY14 CONTRACT EXTENSION & FY15 & FY16 CONTRACT UPDATE (REF. W&M AG. #: 17)**

Part I - FY14 Contract Extension - Amendment No. 1

Motion to approve Amendment #1 to FY13 & 14 Contract between LCCMHA and MRC Industries to extend services under this contract from 1/1/15-1/31/15, as presented. Effective 1/1/15 to 1/31/15.

Part II - FY15 & FY16 Contract - Includes TB Test Waiver (Update to the 08/26/14 Board Action)

Motion to approve updated FY15 & 16 Contract between LCCMHA and MRC Industries to provide skill building and supported employment services and to waive the requirement for TB testing for an aide level worker from 2/1/15 - 9/30/16, as presented. Effective 2/1/15 to 9/30/16.

**m) BEACON SPECIALIZED LIVING SERVICES - FY15 CONTRACT AMENDMENT NO. 2 / CONSUMER # #51791 (REF. W&M AG. #: 18)**

Motion to approve Amendment #2 to FY15 Contract between LCCMHA and Beacon Specialized Living Services for continued placement and services and the addition of Individual Therapy service for consumer #51791 at rates presented. Effective 2/1/15 to 8/1/15.

**n) OPTIMAL MEDICAL STAFFING - FY15 & FY16 CONTRACT FOR NURSING SERVICES (REPLACES BOARD ACTION 11/25/14) (REF. W&M AG. #: 19)**

Motion to approve a Contract between LCCMHA and Optimal Medical Staffing for R.N. level nursing services at \$51.60 per hour from 2/1/15 to 9/30/16, as presented. Effective 2/1/15 to 9/30/16.

**o) CONSUMER SERVICES INC. - NEW FY15 & FY16 CLS CONTRACT (REF. W&M AG. #: 20)**

Motion to approve a FY15 &16 Contract between LCCMHA and Consumer Services Inc. for CLS services at \$3.85 per 15 minutes, as presented. Effective 2/1/15 to 9/30/16.

**p) CRC RECOVERY INC. D/B/A ANN ARBOR TREATMENT CENTER - NEW FY15 CONTRACT / SA MEDICATION - ASSISTED TREATMENT (REF. W&M AG. #: 21)**

Motion to approve FY15 Contract between LCCMHA and Ann Arbor Treatment Center (a subsidiary of CRC Health Group) for Medication-Assisted Treatment at rates as presented. Effective 2/1/15 to 9/30/15.

q) **SUD OVERSIGHT AND POLICY BOARD / APPOINTMENTS: C. DAVIS AND D. DELANO**  
(REF. W&M AG. #: 22)

Motion to approve the following Livingston CMH appointments to the CMHPSM the Substance Use Disorder Oversight and Policy Board:

Cheryl Davis.....term expiring (date to be determined)  
Dave DeLano.....term expiring (date to be determined)  
Effective 01/27/15.

r) **KONE ELEVATOR - SERVICE AGREEMENT CONTRACT** (REF. W&M AG. #: 23)

Motion to approve a Maintenance Contract between LCCMHA and KONE, Inc. for elevator monthly maintenance at 622/Miller Building at the cost of \$140 per month. Effective 2/1/15 to 12/31/17.

s) **CENTRIA HEALTHCARE LLC / FY15 & FY16 CONTRACT FOR AUTISM BENEFIT WAIVER SERVICES**  
(REF. W&M AG. #: 24)

Motion to approve FY15 & FY16 Contract between LCCMHA and Centria Healthcare, LLC for ABA Services at rates, as presented. Effective 2/1/15 to 9/30/16.

t) **CMHPSM POLICY - NEW #448: CONSUMER EMPLOYMENT** (REF. W&M AG. #: 25)

Motion to approve the new CMHPSM Policy (Livingston #448), Consumer Employment, as presented.

u) **CMHPSM POLICY - NEW #910: SANCTIONS FOR BREACHES OF SECURITY OR CONFIDENTIALITY(NEW REGIONAL POLICY - REPLACES LOCAL VERSION OF POLICY # 910)** (REF. W&M AG. #: 27)

Motion to approve the new CMHPSM Policy (Livingston #910) Sanctions for Breaches of Security or Confidentiality, as presented.

v) **CMHPSM POLICY - REVISED #555: CONFIDENTIALITY & ACCESS TO CONSUMER RECORDS POLICY** (REF. W&M AG. #4)

Motion to approve the revisions to the CMHPSM Policy (Livingston #555), Confidentiality & Access to Consumer Records Policy, as presented.

w) **CMHPSM POLICY - REVISED #577: NOTICE OF PRIVACY PRACTICES AND CONSUMER COMPLAINTS FOR PROTECTED HEALTH INFORMATION** (REF. W&M AG. #26)

Motion to approve the revisions to the CMHPSM Policy (Livingston #577), Notice of Privacy Practices and Consumer Complaints for Protected Health Information, as presented.

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

- a) Delegated Contract Approach January 2015 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Update / Informational

- d) GF Update / Informational
- e) WCHO Update / Informational

**f) FLATROCK MANOR, LLC - FY15 & FY16 CONTRACT AMENDMENT NO. 1 / CONSUMERS: #42779, #47508, #1125067 (REF. W&M AG. #26)**

Discussion was held.

**MOVED BY: R. Murray / SECONDED BY: L. Berry-Bobovski**

PART I - Contract Amendment No. 1 - Consumer #42779

Motion to approve Amendment #1 to FY15 &16 Contract between LCCMHA and Flatrock Manor, LLC for consumer #42779 for licensed residential, psychological and occupational therapy services at rates, as presented. Effective 1/16/15 to 9/30/16.

PART II - Contract Amendment No. 1 - Consumer #47508 and #1125067

Motion to approve Amendment #1 to FY15 &16 Contract between LCCMHA and Flatrock Manor, LLC to add Occupational Therapy Services for consumer #47508 and #1125067 at rates, as presented. Effective 2/1/15 to 9/30/16.

**MOTION PASSED 12 / 12**

**MOTION FAILED /**

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

Removal of item(s) from Ways & Means to the Consent Agenda above, (requested by J. Plas):

- a) CMHPSM Policy - Revised #555: Confidentiality & Access to Consumer Records Policy (Ref. W&M Ag. #4)
- b) CMHPSM Policy - Revised #577: Notice of Privacy Practices and Consumer Complaints for Protected Health Information (Ref. W&M Ag. #26)

The Minutes of the January 20, 2015, 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
  - Next Regional Committee meeting date: 02/11/15
- b) Minutes: 12/10/14 Approved and 01/14/15 Draft
- c) Finance Reports - 11/2014

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

- a) Event Announcement(s):  None  Items Noted Below
  - Winter Conference: 02/10 & 02/11, 2015 at Radisson Plaza Hotel, Kalamazoo
- b) Boardworks Report / Winter 2015
- c) Update - White Papers and Education / Advocacy Planning
- d) 2015 CMH - PAC

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

- a) Genesis House Journal - Winter 2014-15
- b) Thank You to CMH & Staff - From S.N.

**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 7:05 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

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

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

\_\_\_\_\_  
Date