

**MEETING MINUTES
FULL BOARD
MARCH 31, 2015**



MEMBERS PRESENT:	<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 type="checkbox"/> L. CARROLL	<input checked="" type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input type="checkbox"/> B. COX	<input checked="" type="checkbox"/> J. PLAS
	<input type="checkbox"/> R. GARBER – BOARD CHAIR	<input checked="" type="checkbox"/> S. SLATON
	<input checked="" type="checkbox"/> J. KORONICH	<input checked="" type="checkbox"/> B. SPALDING
MEMBER(S) ABSENT:	L. CARROLL, R. GARBER, B. COX	
OTHERS PRESENT	C. CONKLIN R. MARHOFER	

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED MARCH 31, 2015**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
Moved BY: L. Berry-Bobovski / SECONDED BY: J. Aubry
 MOTION PASSED 09 / 09
 MOTION FAILED /

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED FEBRUARY 24, 2015**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:
Moved BY: L. Berry-Bobovski / SECONDED BY: J. Plas
 MOTION PASSED 09 / 09
 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**
 - **Reminder: April Full Board Meeting (04/28/15) to be held at Genesis House, 501 W. Grand River Ave., Fowlerville, MI 48836**

- 2015 Town Hall Meeting: 05/05/15 Three Fires Elementary School, 4125 Crooked Lake Rd., Howell / Start Time: 6:00 pm

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. Plas

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

MOTION PASSED 09 / 09

MOTION FAILED /

a) HUD PERMANENT SUPPORTIVE HOUSING GRANT / 1 MONTH EXTENSION - PROJECT # MI-518, GRANT # M10305L5F181304 (REF. W&M AG. #: 3)

Motion to approve a one month extension of The HUD Permanent Supportive Housing grant for Scattered Site #3 until 5/31/2015, as presented. This extension will require a match of \$66.75.

b) POSITIVE STEPS / FY15 & FY16 SERVICE CONTRACT (REF. W&M AG. #: 6)

Motion to approve a FY15 & 16 Contract between LCCMHA and Positive Steps for CLS and Respite services at the rates presented. Effective 4/1/15 to 9/30/16.

c) NEW HORIZONS REHABILITATION SERVICES, INC. / FY15 & FY16 SERVICE CONTRACT (REF. W&M AG. #: 7)

Motion to approve FY15 & 16 Contract between LCCMHA and New Horizons Rehabilitation Services, Inc. for services and rates, as presented. Effective 4/1/15 to 9/30/16.

d) FLATROCK MANOR, LLC / FY15 & FY16 CONTRACT AMENDMENT NO. 2 - PLACEMENT OF CONSUMER #47378 (REF. W&M AG. #: 8)

Motion to approve FY15 & FY16 Contract Amendment #2 between LCCMHA and Flatrock Manor, L LC for services as presented for Consumer #47378 at the total rate of \$245 per day. Effective 3/12/15 to 9/30/16.

e) LCCMHA - NEW POLICY #354 UNRESTRICTED FUND BALANCE POLICY (REF. W&M AG. #: 9)

Motion to approve the new LCCMHA Policy (Livingston #354), Unrestricted Fund Balance Policy, as presented.

f) LCCMHA - REVISION TO POLICY # 324 - NON-SMOKING (REF. W&M AG. #: 10)

Motion to approve the revisions to LCCMHA Policy (Livingston #324), Non-Smoking Policy, as presented.

g) CATHERINE J. WITHEROW - FY15 ADMINISTRATIVE CONTRACT FOR APPEAL / FAIR HEARINGS AND CONSULTATION SERVICES (REF. W&M AG. #: 11)

Motion to approve a FY15 Contract between LCCMHA and Catherine J. Witherow for appeal/fair hearings services and consultation at rates, as presented. Effective 4/1/14 to 9/30/15.

h) OUT OF STATE TRAVEL - L. KELLOGG FOR CLUBHOUSE INTERNATIONAL ADVISORY COUNCIL MEETING (REF. W&M AG. #: 12)

Motion to approve out-of-state travel for Lee Kellogg to attend the Clubhouse International Advisory Council meeting from April 18-21, 2015 in New York, NY in accordance with our agency policies. All associated cost to be paid by Clubhouse Michigan.

i) POSITION ELIMINATION: LC-20 ASSOCIATE DIRECTOR OF MENTAL HEALTH SERVICES / UPDATING ORGANIZATIONAL CHART (REF. W&M AG. #: 13)

Motion to approve the elimination of position / job description titled LC-20, Associate Director of Mental Health Services, as presented.

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach March, 2015 Report / Informational
- b) Wait List Update / Informational
- c) Agency and Community Updates / Informational

d) VETERANS AFFAIRS (VA) COLLABORATIVE MEMORANDUM OF UNDERSTANDING (MOU) / MENTAL HEALTH PILOT

Discussion was held.

Moved by: J. Plas / Seconded by: J. Aubry

Motion to approve to enter into a collaborative agreement (Memorandum of Understanding) with the Michigan Veterans Trust Fund for this mental health pilot project effective April 1, 2015 - March 30, 2016.

MOTION PASSED 09 / 09

MOTION FAILED /

e) LAURA GOLDMAN, NP - RENEWAL OF CLINICAL RESPONSIBILITIES

Discussion was held.

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

Motion to approve the recredentialing of Laura Goldman, NP, as follows:

Term: March 2015 Through March 2017

Discipline: Certified Nurse Practitioner

Population: Children w/developmental disability, 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: Physical Treatment Planning, Physical Health Medication Administration and Review, Physical Health Assessments

MOTION PASSED 09 / 09

MOTION FAILED /

8. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

a) ROSLUND PRESTAGE & Co. (RPC) FY14 AUDIT / FINANCIAL STATEMENTS

Moved BY: L. Berry-Bobovski / SECONDED BY: G. McIntosh

Motion to accept the Annual Independent Audit for year ending September 30, 2014 (FY13/14) as presented. The audit report included; auditor's report letter, financial statements, single audit act compliance reporting and compliance examination report.

MOTION PASSED 09 / 09

MOTION FAILED /

b) MACMHB DONATION REQUEST FOR WALK-A-MILE RALLY ON MAY 6, 2015

Moved BY: J. Plas / SECONDED BY: B. Spalding

Motion to approve a donation in the amount of \$250 for the 2015 MACMHB Walk-a-Mile Rally event which will be held on Wednesday, 05/06/15 on the front lawn of the Michigan Capitol building.

MOTION PASSED 05 / 3 / 1 Nay: S. Slaton, G. McIntosh, B. Murray / Abstained: J. Pfeffer

MOTION FAILED /

c) CMHPSM - SUD OVERSIGHT AND POLICY BOARD / APPOINTMENT TERM DATES (FOLLOW-UP FROM 01.27.15 FULL BOARD MEETING)

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

Motion to approve the term dates for the appointments as follows:

Cheryl Davis..... term expiring 09/30/16 (2 year term)

Dave DeLano term expiring 09/30/17 (3 year term)

MOTION PASSED 09 / 09

MOTION FAILED /

Board approved the two (2) LCCMHA appointments at the January 27, 2015 Full Board Meeting. The term dates were not available at the time of appointments.

The Minutes of the March 24, 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 Board Date: 04/08/15
- b) Region 6 Wraparound Enrollment - Informational
- c) 03/11/15 Draft Minutes

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

- a) Event Announcement(s): None Items Noted Below
- Spring Conference: May 19 & 20, 2015 held at the Amway Grand Plaza, Grand Rapids
 - Annual Walk-a-Mile in My Shoes Rally - 05/06/15 / Michigan Capitol - 1:15 pm

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

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 7:20 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

Rainey Marhofer
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date