

MEETING MINUTES
FULL BOARD
OCTOBER 27, 2015

APPROVED

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 checked="" type="checkbox"/> L. CARROLL	<input type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input checked="" type="checkbox"/> B. COX	<input type="checkbox"/> J. PLAS
	<input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR	<input checked="" type="checkbox"/> S. SLATON
	<input type="checkbox"/> OPEN SEAT (VACATED BY J. KORONICH)	<input type="checkbox"/> B. SPALDING
MEMBER(S) ABSENT:	J. PFEFFER, J. PLAS, B. SPALDING	
OTHERS PRESENT	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 OCTOBER 27, 2015**

<input checked="" type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS PRESENTED.
<input type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS MODIFIED:
MOVED BY: R. Murray / SECONDED BY: L. Berry-Bobovski
<input checked="" type="checkbox"/> MOTION PASSED 08 / 08
<input type="checkbox"/> MOTION FAILED /

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED SEPTEMBER 29, 2015**

<input checked="" type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.
<input type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS MODIFIED:
MOVED BY: R. Murray / SECONDED BY: L. Carroll
<input checked="" type="checkbox"/> MOTION PASSED 08 / 08
<input type="checkbox"/> 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**

- The Connection Youth Services - A Home for the Holidays / Fundraiser 11/21/15

- c) 2016 Board & Committee Dates / Preplanning Discussion
 - 1) April Full Board Meeting location / Genesis House
 - 2) Annual Town Hall Meetings / Proposed change to 2nd Tuesday every May (vs. 1st Tuesday in May)
- d) Appointment of Nominating Committee for 2016 Board Officers / by R. Garber - Board Chair
J. Aubry - Committee Chair, G. McIntosh and R. Murray

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: R. Murray

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

MOTION PASSED 08 / 08

MOTION FAILED /

a) **HEATHER HEYDLAUFF, DIETICIAN / RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 3)**

Motion to approve the recredentialing of Heather Heydlauff, as follows:
 Term: September 2015 through September 2017
 Discipline: Dietitian
 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

b) **2015 HOLIDAY PARTY - BUDGET (REF. W&M AG. #: 5)**

Motion to approve the 2015 Agency Holiday Party Budget amount not to exceed \$1,500.

c) **EMPLOYEE RETIREMENT RESOLUTION / J. CAPIN (REF. W&M AG. #: 6)**

Motion to approve the Resolution of Recognition to Jane Capin for 26 years of service at the agency, as presented.

d) **MI-A CHL PEER HEALTH COACH / LC-4 REGULAR PART-TIME 20 HR.WK. (CONTINUATION) (REF. W&M AG. #: 7)**

Motion to approve one regular part-time, 20 hr/wk peer specialist I positions (LC-4) for total salary of \$14,123, as presented.

e) **DUMMIES ON THE RUN - FY16 CONTRACT FOR CPR / FIRST AID / AED TRAINING FOR EMPLOYEES (REF. W&M AG. #: 8)**

Motion to approve a FY16 Contract between LCCMHA and Dummies on the Run for CPR, First Aid and AED training at \$35 per person, as presented. Effective 11/1/15 to 9/30/16.

f) JENNIFER HARPER / CONTRACT TERMINATION FOR UTILIZATION REVIEW SERVICES (REF. W&M AG. #: 9)

Motion to terminate the FY15 and FY16 administrative contract between Jennifer Harper and LCCMHA to provide utilization reviews, effective 10/01/15. (Termination due to her new employment status with the agency)

g) HASSELBRING CLARK - LEASE AND SERVICE CONTRACT / CANON iR ADVANCE C5255 COLOR COPIER AT 622 BUILDING (REF. W&M AG. #: 10)

Motion to approve a 60 month Lease Agreement and one year Service Contract between Hasselbring Clark and LCCMHA for the Canon iR Advance C5255 Color Copier located in the 622 Front Office at a total monthly cost of \$458.00, as presented. Effective 12/1/15 to 12/1/16.

h) SHANER'S CUTTING EDGE - FY16 CONTRACT FOR SNOW REMOVAL / GENESIS (REF. W&M AG. #: 11)

Motion to approve a Contract between LCCMHA and Shaner's Cutting Edge for snow removal at the rates presented from 11/1/15 to 10/31/16, as presented. Effective 11/1/15 to 10/31/16.

i) CMHPSM - LCCMHA / FY16 MEDICAID SUBCONTRACTING AGREEMENT (REF. W&M AG. #: 12)

Motion to approve the FY16 Medicaid Subcontracting Agreement between the Community Mental Health Partnership of Southeast Michigan and the Livingston County Community Mental Health Authority at the estimated payment schedule, as presented. Effective 10/1/15 to 9/30/16.

j) FY2015-16 INFORMATION SYSTEMS BUDGET (REF. W&M AG. #: 13)

Motion to approve the FY16 annual Information Systems expenses as presented for a total of \$23,499. Effective 10/1/15 to 9/30/16.

k) LIVINGSTON COUNTY CATHOLIC CHARITIES / FY16 CONTRACT FOR SUBSTANCE ABUSE SERVICES (REF. W&M AG. #: 14)

Motion to approve the FY16 Contract between LCCMHA and Livingston County Catholic Charities for Substance Abuse Services at codes and rates as presented. Effective 10/1/15 to 9/30/16.

l) MDHHS - FY16 REVENUE CONTRACT #20161217-00 / FEDERAL MENTAL HEALTH BLOCK GRANT TO EXPAND MI-C WRAPAROUND SERVICES (WRAPAROUND FACILITATOR) (REF. W&M AG. #: 15)

Motion to approve FY16 MDHHS Revenue Contract #20161217-00 between the Michigan Department of Health and Human Services and Livingston County Community Mental Health Authority for the funding amount of \$75,000, as presented. Effective 10/1/15 to 9/30/16.

m) SERENITY HOME HEALTH INC. - FY16 CONTRACT / ABA SERVICES (REF. W&M AG. #: 16)

Motion to approve FY16 Contract between LCCMHA and Serenity Home Health Inc. for ABA Services at rates, as presented. Effective 11/1/15 to 9/30/16.

n) FY15 LCCMHA / WCHO MASTER EARNED REVENUE EXCHANGE SERVICES AGREEMENT (LIVINGSTON PURCHASER) (REF. W&M AG. #: 17)

Motion to approve FY15 Master Earned Revenue Exchange Services Agreement for Livingston County Community Mental Health Authority to purchase services from Washtenaw Community Health Organization, as presented. Effective 10/1/14 to 9/30/15.

o) FY16 LCCMHA / WASHTENAW COUNTY COMMUNITY MENTAL HEALTH - MASTER EARNED REVENUE EXCHANGE SERVICES AGREEMENT (LIVINGSTON PURCHASER) (REF. W&M AG. #: 18)

Motion to approve FY16 Master Earned Revenue Exchange Services Agreement for Livingston County Community Mental Health Authority to purchase services from Washtenaw County Community Mental Health as presented. Effective 10/1/15 to 9/30/16.

p) PERSONNEL MANUAL - VERSION 10.01.15 (UPDATES ONLY / REFERENCE 09.29.15 RETIREMENT BENEFITS & EMPLOYMENT CLASSIFICATION UPDATES) (REF. W&M AG. #: 19)

Motion to approve the Personnel Manual changes (version 10.01.15) regarding language changes to reflect the changes approved by the Board at the 09/29/15 Full Board Meeting and to be effective 10/10/15. The following eight (8) sections have been updated: 1) Section I-G, Employment Status, 2) Section I-I, Retirement Benefits, 3) Section I-J, Compensation, 4) Section II-D, Retiree Health Insurance, 5) Section II-F, Vacation Days, 6) Section II-G, Sick Days, 7) Section II-H, Holiday & Floating Holiday, 8) Section V - PERS Monitor Program, as presented. Effective 10/01/15.

q) CRC RECOVERY INC. D/B/A ANN ARBOR TREATMENT CENTER / FY16 SERVICE CONTRACT (REF. W&M AG. #: 20)

Motion to approve FY16 Contract between LCCMHA and Ann Arbor Treatment Center (a subsidiary of CRC Health Group) for Medication-Assisted Treatment at rates as presented. Effective 10/01/15 to 9/30/16.

r) THE BRIGHTON CENTER, INC. / FY16 SERVICE CONTRACT (REF. W&M AG. #: 21)

Motion to approve the FY16 Contract between LCCMHA and the Brighton Center, Inc. for Medication-Assisted Treatment at rates as presented. Effective 10/1/15 to 9/30/16.

s) CMHPSM - LCCMHA FY16 CONTRACT FOR RECOVERY ORIENTED SYSTEM OF CARE (ROSC) (REF. W&M AG. #: 22)

Motion to approve FY16 Contract #2260 – SUD Funding (ROSC, Engagement Center, CBSG School Project) between the Community Mental Health Partnership of Southeast Michigan and Livingston County Community Mental Health Authority in the amounts as presented. Effective 10/1/15 to 9/30/16.

t) KEY DEVELOPMENT CENTER / FY16 SERVICE CONTRACT (REF. W&M AG. #: 23)

Motion to approve FY16 Contract between LCCMHA and Key Development Center to for Substance Abuse Services at codes and rates as presented. Effective 10/1/15 to 9/30/16.

u) MDHHS - FY16 THROUGH FY18 STRONG FAMILIES SAFE CHILDREN AGREEMENT #FP16-47001 (REVENUE CONTRACT) (REF. W&M AG. #: 24)

Motion to approve MDHHS Revenue Agreement #FP16-47001 between the Michigan Department of Health and Human Services and Livingston County Community Mental Health Authority for Strong Families Safe Children Coordination services at \$7,000 per fiscal year, as presented. Effective 10/1/15 to 9/30/18.

v) CMHPSM / RESOLUTION ADDING WASHTENAW COUNTY COMMUNITY MENTAL HEALTH TO THE COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN (REF. W&M AG. #: 26)

Motion to approve a Resolution Adding Washtenaw County Community Mental Health as a partner to the Community Mental Health Partnership of Southeast Michigan.

w) VICTORY CLINICAL SERVICES - FY16 CONTRACT FOR MEDICATION-ASSISTED TREATMENT (REF. W&M AG. #: 27)

Motion to approve FY16 Contract between LCCMHA and Victory Clinical Services for Medication-Assisted Treatment at rates as presented. Effective 10/20/15 to 9/30/16.

x) DANIEL MAYMAN, MD - RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 28)

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

Term: October 2015 Through October 2017

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

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

Motion to approve the recredentialing of Shereen Underwood, MD, as follows:

Term: October 2015 Through October 2017

Discipline: Psychiatrist

Population: Adults w/serious and persistent mental illness; Older adults w/serious, 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 2015 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Update / Informational
- d) Organizational Chart (Version 09/29/15) // Informational

8. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

a) 2016 EMPLOYEE FLEXIBLE BENEFIT PLANS

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

Motion to approve the 2016 Employee Benefit Plans, as presented and Waive the Reading Thereof.

PART I - Plan Year 2016 - BCBSM / Medical - Rx

The Committee recommends the Board 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 01/01/16 through 12/31/16

PART II - Plan Year 2016 - Delta Dental

The Committee recommends the Board approve a one year contract with Delta Dental for Dental Coverage with employee co-premiums at 5% of the annual plan cost, as presented by Marwil & Associates. Effective 01/01/16 through 12/31/16. (Delta Dental offered a two (2) year rate guarantee, effective 01/01/16 through 12/31/17)

PART III - Plan Year 2016 - Eye Med Vision

The Committee recommends the Board approve a contract renewal with Eye Meds for vision coverage, as presented by Marwil & Associates. Effective 01/01/16 through 12/31/16. (These rates are based on a 4 year rate guarantee extended thru 12/31/18)

PART IV - Plan Year 2016 - The Hartford / Long Term Disability (LTD), Life and Accidental Death & Dismemberment Insurance

The Committee recommends the Board approve a contract with The Hartford for long term disability, employee life insurance and accidental death and dismemberment insurance at the rates presented by Marwil & Associates. Effective 01/01/16 through 12/31/16. (These rates are based on a 3 year rate guarantee extended thru 12/31/18)

MOTION PASSED 08 / 08

MOTION FAILED /

b) BY-LAWS / ANNUAL REVIEW

Per Article VI of the LCCMHA By-laws, members must receive written notification of a proposed amendment to the By-laws and the meeting at which it will be considered, These Minutes serve as written notification of the following proposed changes to the LCCMHA By-Laws, to be considered at the 11/24/15 Meeting of the LCCMHA Full Board:

- 1) Article III - Officers, Section B: Officers shall be elected for terms of two (2) years (vs. 1 year)
- 2) Article III - Officers, Section C: There shall be at least one (1) nominee for each office (vs. 2 nominees)

Items have been sent to attorney for review/comment.

The Minutes of the October 20, 2015, meeting of Ways & Means Committee were presented for review.

9. CMHPSM (REGION 6): **None** **Item(s) Noted Below**

LCCMHA

FULL BOARD MEETING MINUTES

DATE: 10.27.15

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- a) Event Announcement(s): None Items Noted Below
 - Next Regional Board Meeting Date: 11/11/15
- b) CMHPSM By-Laws / Amendment Review (version 10.13.15) handed out at 10/20/15 Ways & Means Committee Meeting
- c) 10/14/15 Draft Minutes

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

- a) Event Announcement(s): None Items Noted Below
 - Fall Conference Report
- b) Boardworks - Fall Report

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

- a) United Way - Invitation to Corvettes & Cheeseballs on 10/28/15

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 6:45 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

 Rainey Marhofer
 RECORDING SECRETARY

 Joanne Pfeffer
 BOARD SECRETARY

 Date