

MEETING MINUTES
FULL BOARD
NOVEMBER 24, 2015



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

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED NOVEMBER 24, 2015**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
MOVED BY: J. Aubry / SECONDED BY: J. Pfeffer
 MOTION PASSED 08 / 08
 MOTION FAILED /

3. **CALL TO THE PUBLIC:** **None.** Audrey Hazelbaker, an active LCCMHA employee, was in attendance. A. Hazelbaker is currently doing an fall/winter field placement (internship) through EMU, with our ARS Program.

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED OCTOBER 27, 2015**

MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:
MOVED BY: B. Cox / SECONDED BY: J. Pfeffer
 MOTION PASSED 08 / 08
 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
- c) Livingston County Board of Commissioners - Resolution # 2015-11-221
Approval Date: 11/02/15
Appointment of: Dagmar Brooks Term Expires 12/31/18
- d) 2016 Town Hall Meeting / Location Preference: Three Fires Elementary School, Howell

6. CONSENT AGENDA:

Removal of item(s) from the Consent Agenda: None Items Noted Below

CONSENT AGENDA APPROVAL
 Discussion was held.
Moved by: L. Carroll / Seconded by: J. Pfeffer
 Motion to accept and approve the consent agenda, as presented. (Items referenced below).
 MOTION PASSED 08 / 08
 MOTION FAILED /

a) **2016 LCCMHA BOARD & COMMITTEE DATES (REF. W&M AG. #: 2)**
 Motion to approve the 2016 LCCMHA Board & Committee dates, as presented.

b) **CMHPSM POLICY - REVISED #458: SELF-DETERMINATION (REF. W&M AG. #: 4)**
 Motion to approve the revisions to the CMHPSM Policy (Livingston #458), Self Determination, as presented.

c) **EXCEL EMPLOYMENT OPTIONS / FY15 SUPPLEMENTAL PAYMENT (3.9%) (REF. W&M AG. #: 5)**
 Motion to approve a supplemental payment to Excel Employment Options in the amount of \$12,014 for CLS Services provided in FY15, as presented.

d) **MI-A SECRETARIAL POSITION / ALLOCATE RFT EXISTING POSITION TO: 50% 2280 FRONT OFFICE & 50% TO ACT PROGRAM (REF. W&M AG. #: 6)**
 Motion to approve: 1) Allocating the regular full-time secretary (LC-6) open position as 50% assigned to ACT Program and 50% assigned to 2280 Front Office. 2) Supervision of the secretary would be provided by ACT program coordinator as primary (in collaboration with front office supervisor), as presented.

e) **HASSELBRING CLARK / CANON LC650i FAX MAINTENANCE CONTRACT – MILLER/622 FRONT OFFICE (REF. W&M AG. #: 7)**
 Motion to approve an Annual Maintenance Contract between LCCMHA and Hasselbring Clark for the Canon LC650i fax for a total annual cost of \$410.00. Effective 12/10/15 to 12/9/16.

f) FLATROCK MANOR OF FLUSHING, INC / FY16 NEW SERVICE CONTRACT FOR EMERGENCY PLACEMENT OF CONSUMER 266960 (REF. W&M AG. #: 8)

Motion to approve a FY16 Contract between LCCMHA and Flatrock Manor of Flushing for Community Living Supports and Personal Care services in a licensed residential setting for consumer #266960 at rates as presented. Effective 11/5/15 to 9/30/16.

g) FY16 MRS ICTA AGREEMENTS (CMH, GENESIS, AND LESA) (REF. W&M AG. #: 9)

Motion to approve three FY16 Agreements (CMH, Genesis House, and LESA) between Michigan Rehabilitation Services and LCCMHA for funding of employment services for LCCMHA consumers, as presented. Effective 10/1/15 to 9/30/16.

h) CMHPSM - LCCMHA / AMENDMENT #1 TO THE FY16 ROSC CONTRACT #2260 (ADD'L FUNDING) (REF. W&M AG. #: 10)

Motion to approve Amendment #1 to the FY16 ROSC Contract #2260 between the Community Mental Health Partnership of Southeast Michigan and Livingston County Community Mental Health Authority adding \$40,000 in funding for Case Management services for a total funding amount not-to-exceed \$786,900, as presented. Effective 10/1/15 to 9/30/16.

i) STACY O'HAIR – MASSAGE THERAPY / RENEWAL OF CLINICAL RESPONSIBILITIES (REF. W&M AG. #: 11)

Motion to approve the recredentialing of Stacy O'Hair, as follows:

Term: November 2015 Through November 2017

Discipline: Massage Therapy

Population: Children w/developmental disability

Clinical Responsibilities: Massage Therapy

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach November, 2015 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational
- d) 2016 LCCMHA Holiday Schedule / Informational

8. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

a) LCCMHA BY-LAWS - AMENDED (FINAL VERSION DATED: 11.24.15)

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

Motion to approve the amended LCCMHA By-Laws, final version dated 11.24.15, as follows:

1) Reference version 11.19.15 attorney recommended changes for clarification (misc. redlined items) presented to Full Board. Attorney recommendations changes include, but are not limited to:

Article IV, Section E: Remove language: The Chairperson shall be allowed to participate in discussion, but may only vote to break a tie vote. Replace language with: Every Board member shall vote on all matters, unless excused by the Chairperson. The Chairperson shall vote on all matters, unless excused by the Board.

2) Article III, Section C: Remove language: There shall be at least two noninees for each office, unless this requirement is suspended by a two-thirds vote of those present.

3) Article III, Section D, Item F: (New Addition) Appoint members to the Community Mental Health Partnership of Southeast Michigan (CMHPSM) Regional Board.

MOTION PASSED 08 / 08

MOTION FAILED /

b) RESOLUTION ADOPTING AMENDED BY-LAWS FOR THE CMHPSM

Moved by: J. Plas / Seconded by: L. Carroll

Motion to approve the Resolution Adopting Amended By-Laws for the CMHPSM, as presented.

MOTION PASSED 08 / 08

MOTION FAILED /

Resolution Version: 11.24.15 (Received 11.24.15 from CMHPSM)

The Minutes of the November 17, 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

- Regional Board Meeting: 12/09/15
- Mary O'Hare Retirement Celebration: 12/16/15 from 4 pm to 6 pm at Washtenaw County Learning Resource Ctr. 4135 Washtenaw Ave. Ann Arbor

b) 11/14/15 Draft Minutes

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

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

a) The Connection Youth Services - Thank You / Donations to annual fundraiser

b) LCCMHA Board / Eternal Tattoos - Thank You / Semi-colon Event

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