

MEETING MINUTES
FULL BOARD
MAY 31, 2016

Board 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"/> D. BROOKS	<input type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input checked="" type="checkbox"/> L. CARROLL	<input 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 checked="" type="checkbox"/> B. SPALDING
MEMBER(S) ABSENT:	J. PFEFFER, J. PLAS	
OTHERS PRESENT	C. CONKLIN R. MARHOFER	GREGORY LONG - PUBLIC

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED MAY 31, 2016**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
Moved BY: R. Murray / SECONDED BY: B. Spalding
 MOTION PASSED 10 / 10
 MOTION FAILED /

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED APRIL 26, 2016**

MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:
Moved BY: R. Murray / SECONDED BY: L. Berry-Bobovski
 MOTION PASSED 10 / 10
 MOTION FAILED /

5. **BOARD ADMINISTRATION:** **None** **Item(s) Noted Below**

- a) Recipient Rights – Board Member Training (every two years) / By E. Simon
- b) Per-Diem For Special Meetings / Functions: **None** **Items Noted Below**
- c) Event Announcement(s): **None** **Item(s) Noted Below**

- d) Executive Director Evaluation Committee / Appointment by Board Chair (3 Members)
Board Chair - R. Garber appointed the following members:
R. Murraray - Committee Chair
L. Carroll
R. Garber
- e) Town Hall Meeting - Review Public Feedback & Meeting Evaluation Responses

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 10 / 10

MOTION FAILED /

a) CMHPSM POLICY - REVISED #484: CREDENTIALING FOR LICENSED INDEPENDENT PROVIDERS (REF. W&M AG. #: 3)

Motion to approve the revisions to the CMHPSM Policy (Livingston #484), Credentialing for Licensed Independent Providers, as presented.

b) EMPLOYEE RETIREMENT RECOGNITION RESOLUTION - CANDACE HEDGCOCK (REF. W&M AG. #: 4)

Motion to approve the Resolution of Recognition to Candace Hedgcock for 11 years of service at the agency.

c) EMPLOYEE RETIREMENT RECOGNITION RESOLUTION - DENNIS YOUNG (REF. W&M AG. #: 5)

Motion to approve the Resolution of Recognition to Dennis Young for 27 years of service at the agency.

d) DD PROGRAM - POSITION CHANGES / ELIMINATE PCI (LC13) & CREATE PCII (LC15) (REF. W&M AG. #: 6)

Motion to approve the elimination of a full time Program Coordinator I (Level 13) position in the DD Program. Effective 06/01/16.

Motion to create a new full time Program Coordinator II (Level 15) position to supervise a Team 3 in the DD Program. Effective 06/01/16

e) CDW - MAINTENANCE AGREEMENT / VMW SERVERS (2015-16 IS BUDGET UPDATE) (REF. W&M AG. #: 7)

Motion to approve the maintenance agreement between CDW and LCCMHA for two (2) VMWare servers for a total cost of \$2,084. Effective 5/4/16 to 5/3/17.

f) STUART WILSON, CPA PC / FY16 CONTRACT AMENDMENT No. 1 - ADD SUPPORT BROKER SVCS. (REF. W&M AG. #: 8)

Motion to approve Amendment #1 to the FY16 Contract between LCCMHA and Stuart Wilson, CPA PC to add Support Broker services at \$4.87 per 15 minutes, as presented. Effective 6/1/16 to 9/30/16.

g) RELIAS LEARNING / CONTRACT RENEWAL - TRAINING (REF. W&M AG. #: 9)

Motion to approve the continuation of training services through Relias Learning for 190 LCCMHA users at the total cost of \$13,049.44 from 7/1/16 to 6/30/17.

h) MACOMB OAKLAND REGIONAL CENTER (MORC) / FY15 & FY16 CONTRACT AMENDMENT No. 2 - CONSUMER #49295 (REF. W&M AG. #: 12)

Motion to approve FY15 and FY16 Contract Amendment #2 between LCCMHA and MORC to add skill building service for consumer #49295 at \$4.38 per 15 minutes, as presented. Effective 6/1/16 to 9/30/16.

i) LIVINGSTON COUNTY MICHIGAN WORKS! / CONTRACT EXTENSION - CONTRACT #15-04-ES – TRADE ADJUSTMENT ACT (REF. W&M AG. #: 13)

Motion to approve an extension to Contract #15-04-ES between Livingston County Michigan Works! and LCCMHA to fund employment services in the total amount not to exceed \$108,662, as presented. Effective 7/1/16 to 12/31/16.

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach May, 2016 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational

d) **D) ENGAGEMENT CENTER - LEASE AGREEMENT & BUILDING RENOVATION (SUBSTANCE USE GRANT)**

Lease Agreement: MATEM, LLC

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

Motion to approve a Commercial Lease Agreement between MATEM, LLC and LCCMHA for renovations (not to exceed \$40,000) and monthly rental (\$1,750 per month) for commercial space located at 2020 E. Grand River, Howell, MI, as presented. Effective 6/1/16 to 9/30/17.

MOTION PASSED 10 / 10

MOTION FAILED /

2020 E. Grand River, Building Renovation - Funding

Moved by: L. Berry-Bobovski / Seconded by: J. Aubry

Motion to approve the use of PA2 SUD grant funding provided by CMHSPM not to exceed \$40,000 for renovations to 2020 E. Grand River Ave in Howell.

MOTION PASSED 10 / 10

MOTION FAILED /

New Position: LC-13 Clinician II - RFT

Moved by: L. Berry-Bobovski / Seconded by: L. Carroll

Motion to create one new full-time LC-13 Clinician II position assigned to the Engagement Center Program as presented.

MOTION PASSED 10 / 10

MOTION FAILED /

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

a) **ROSLUND PRESTAGE & Co. (RPC) FY15 AUDITED FINANCIAL STATEMENT PRESENTATION**

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

Motion to accept the Annual Independent Audit for year ending September 30, 2015 (FY14/15), as presented. The audit report included; auditor's report letter, financial statements.

MOTION PASSED 10 / 10

MOTION FAILED /

b) CLS PROVIDER RATE INCREASE / FY16 CONTRACT AMENDMENTS - 6% INCREASE

PART I - LCCMHA CLS Direct Providers

Moved BY: L. Berry-Bobovski / SECONDED BY: L. Carroll

Motion to approve a retroactive rate increase for CPT Code H2015, Community Living Support to LCCMHA contracted providers, from \$3.85 per 15 minutes to \$4.08 per 15 minutes, effective 10/1/15 to 9/30/16.

MOTION PASSED 10 / 10

MOTION FAILED /

PART II - LCCMHA Fiscal Intermediaries with CLS in their contract

Moved BY: L. Berry-Bobovski / SECONDED BY: L. Carroll

Motion to approve a retroactive rate increase for CPT Code H2015, Community Living Support to LCCMHA contracted fiscal intermediaries, from \$3.47 per 15 minutes to \$3.68 per 15 minutes, effective 5/1/16 to 9/30/16.

MOTION PASSED 10 / 10

MOTION FAILED /

c) ELITE MEDICAL STAFFING / NEW - FY16 CONTRACT FOR CLS & RESPITE SERVICES

Moved BY: L. Berry-Bobovski / SECONDED BY: B. Cox

Motion to approve a FY16 Contract between LCCMHA and Elite Medical Staffing for CLS services at \$4.08 per 15 minutes and Respite services at \$3.85 per 15 minutes, as presented. Effective 6/1/16 to 9/30/16.

MOTION PASSED 10 / 10

MOTION FAILED /

The Minutes of the May 24, 2016, 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 Meeting date: 06/08/16

b) Draft 04/13/16 Meeting Minutes

c) Draft 05/11/16 Meeting Minutes

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

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

a) WLNS.com - Walk a Mile in My Shoes' raises mental illness awareness 05/18/16

b) St. Joseph Mercy Health System - 05/13/16 Letter / Engagement Center - Facility Location Follow-up

c) Univ. of Michigan Dept. of Psychiatry / Life Goals Quality Improvement Project

12. NEW BUSINESS: **None** **Item(s) Noted Below**

13. OLD BUSINESS: **None** **Item(s) Noted Below**

a) Parking Lot Items:

- Options to reduce deficits for MERS DB Pension Liability and OPEB Liability (retiree healthcare) / from discussion at 05/24/16 ways & means committee meeting - fy15 audited financial statement presentation

- CLS Provider Survey(s): Survey rates paid to direct care staff workers prior to contract increase. Survey again in 6 months after rate increase.

14. **CALL TO THE PUBLIC :** **No Response**

15. **ADJOURNMENT:** **THE MEETING ADJOURNED AT 7:00 PM**

RESPECTFULLY SUBMITTED:

APPROVED BY:

Rainey Marhofer
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date