

MEETING MINUTES
FULL BOARD
AUGUST 30, 2016

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 type="checkbox"/> D. BROOKS	<input 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 type="checkbox"/> S. SLATON
	<input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR	<input checked="" type="checkbox"/> B. SPALDING
MEMBER(S) ABSENT:	D. BROOKS, S. SLATON	
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 AUGUST 30, 2016**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
MOVED BY: R. Murray / SECONDED BY: L. Carroll
 MOTION PASSED 09 / 09
 MOTION FAILED /

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

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

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: L. Berry-Bobovski
 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**

- c) LCCMHA Board & Committee Meetings - Conference Calling. Additional information will be gathered and item will return to the Full Board in October, 2016, at the time of annual LCCMHA By-Law review. (Parking Lot item)

d) **EXECUTIVE DIRECTOR - EVALUATION COMMITTEE RECOMMENDATIONS / R. MURRAY - COMMITTEE CHAIR**

Discussion was held.

Moved by: R. Murray / Seconded by: B. Cox

Motion to accept the FY16 Performance Plan and Self-Evaluation of Constance C. Conklin, Executive Director, as presented.

MOTION PASSED 09 / 09

MOTION FAILED /

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 09 / 09

MOTION FAILED /

a) **MACMHB FY16/17 PROPOSED DUES (REF. W&M AG. #: 2)**

Motion to approve the FY17 MACMHB proposed dues for Livingston CMH in the amount of \$10,327 which reflects a \$609 increase over prior fiscal year, as presented.

b) **MI-A CIP POSITION CHANGE REQUEST / MHTII (LC-13) FROM RFT 36 HR/WK TO RFT 40 HR/WK (REF. W&M AG. #: 3)**

Motion to approve increasing the MI-A CIP regular 36-hour mental health therapist II (LC-13) to a regular 40-hour full-time mental health therapist II (LC-13), effective after 8/31/16, as presented.

c) **LCCMHA POLICY - REVISED # 444: DISCONTINUATION AND DISPOSAL OF MEDICATION (REF. W&M AG. #: 4)**

Motion to approve the revision to the local LCCMHA Policy #444, Discontinuation and Disposal of Medication Policy, as presented.

d) **LCCMHA FY17 & FY18 PROPOSED CONTRACT LIST (VERSION 08.23.16) (REF. W&M AG. #: 6)**

Motion to approve the multi-year, FY17 and FY18 Contract Renewal List, with providers and for services, as presented to the Committee on 08/23/16.

e) **ALLSTAR ALARM - MONITORING SERVICES AGREEMENT / 622 BUILDING (ADVANCED ELECTRONICS MERGED WITH ALLSTAR ALARM) (REF. W&M AG. #: 7)**

Motion to approve a Monitoring Services Agreement between Allstar Alarm and LCCMHA for 24 hour monitoring of the fire alarm located at the 622 building at \$30.00 per month for a three (3) year term with automatic renewal annually after the third year, as presented. Effective 8/16/16.

f) **CUMMINS BRIDGEWAY - 5 YEAR MAINTENANCE CONTRACT / ONAN 35GGPA GENERATOR AT 622 BUILDING (REF. W&M AG. #: 8)**

Motion to approve a Maintenance Contract between Cummins-Bridgeway and LCCMHA on the Onan 35GGPA Generator located at the 622 building for semi-annual service at annual costs as presented for five years. Effective 9/1/16 to 8/31/2021.

g) **LCCMHA FY17 INFORMATION SYSTEMS BUDGET (REF. W&M AG. #: 9)**

Motion to approve the renewal of the annual Information Systems expenses for the costs and dates for a total cost of \$28,010 as presented.

h) **STAFF APPRECIATION FALL BARBEQUE (REF. W&M AG. #: 9)**

Motion to approve the request and funding for the Annual Staff Appreciation Barbeque for an amount not to exceed \$800.

i) **MMRMA FY17 RENEWAL (REF. W&M AG. #: 11)**

Motion to approve the FY17 annual contribution with MMRMA for the Authority's insurance policy beginning 10/01/16 through 09/30/17 in the amount of \$41,678.00. This represents a \$346 decrease (-0.8%) from prior fiscal year.

j) **MDHHS FY17 CMHSP MANAGED MENTAL HEALTH SUPPORTS AND SERVICES CONTRACT (GF) (REF. W&M AG. #: 12)**

Motion to approve the FY17 Managed Mental Health Supports and Services (GF) Contract between the Michigan Department of Health and Human Services and Livingston County Community Mental Health Authority, as presented. Effective 10/1/16 to 9/30/17.

7. EXECUTIVE DIRECTOR'S REPORT:

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

d) **ALTERNATIVE COMMUNITY LIVING, D/B/A HOPE NETWORK-NEW PASSAGES / FY16 AMEND #1**

Discussion was held.

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

Motion to approve FY16 Contract Amendment #1 between LCCMHA and Alternative Community Living d/b/a Hope Network-New Passages to provide crisis residential services at \$328.50 per day, as presented. Effective 8/26/16 to 9/30/16.

MOTION PASSED 09 / 09

MOTION FAILED /

e) **FY16 MDHHS/CMHSP MANAGED MENTAL HEALTH SUPPORTS & SERVICES CONTRACT AMENDMENT #3**

Discussion was held.

Moved BY: J. Plas / SECONDED BY: L. Carroll

Motion to approve Amendment #3 to the FY16 Managed Mental Health Supports and Services Contract between the Michigan Department of Health and Human Services and Livingston County Community Mental Health Authority with the changes as presented.

Effective 10/1/15 to 9/30/16.

MOTION PASSED 09 / 09

MOTION FAILED /

8. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

a) **STAFF PSYCHIATRISTS: LC-25 & LC-26 POSITIONS / REQUEST TO CHANGE WORK HOURS AND BENEFITS**

Discussion was held.

Moved BY: R. Murray / SECONDED BY: J. Aubry

Motion to authorize:

1) the Executive Director to hire a regular adult staff Psychiatrist position (LC-25) at a range between 32 - 40 hours depending on agency need and funding available, as presented. Effective after 8/31/16.

2) the Executive Director to negotiate vacation leave, personal leave, CME reimbursement and CME administrative time, as presented. Effective 8/31/2016

MOTION PASSED 09 / 09

MOTION FAILED /

This motion supersedes motion approved by Board on June 28, 2016 (Reference June Minutes, item 8-a)

The Minutes of the August 23, 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: 09/14/16

b) CMHPSM Draft Operating Agreement / Feedback Due to C. Conklin by 09/06/16

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

a) Event Announcement(s): None Items Noted Below

- Fall Conference: October 24th and 25th / Grand Traverse Resort, Traverse City

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

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.
- Conference Call-In / LCCMHA Board & Committee Meetings J. Plas and C. Conklin to bring back additional information to the Board in October. (Reference: 5-c August Full Board Minutes)

14. CALL TO THE PUBLIC : No Response

15. ADJOURNMENT: THE MEETING ADJOURNED AT 7:55 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

Rainey Marhofer
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date