

**MEETING MINUTES**  
**FULL BOARD**  
**NOVEMBER 29, 2016**

Board Approved

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

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED NOVEMBER 29, 2016**

**MOTION TO APPROVE THE AGENDA, AS PRESENTED.**  
 **MOTION TO APPROVE THE AGENDA, AS MODIFIED:**  
**MOVED BY: R. Murray / SECONDED BY: L. Berry-Bobovski**  
 **MOTION PASSED 10 / 10**  
 **MOTION FAILED /**

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED OCTOBER 25, 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) Per-Diem For Special Meetings / Functions:  **None**  **Items Noted Below**

b) Event Announcement(s):  **None**  **Item(s) Noted Below**

- 2016 Agency Holiday Party: 12/07/16 3:30 - 5:00 pm - Location CMH Miller Boardroom

**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 10 / 10**

**MOTION FAILED /**

**a) 2017 BOARD & COMMITTEE DATES (REF. W&M AG. #: 2)**

Motion to approve the 2017 LCCMHA Board and Committee Dates, as presented.

**b) MICHIGAN REHABILITATION SERVICES / FY17 MRS ICTA AGREEMENTS (CMH, GENESIS, AND LESA) (REF. W&M AG. #: 4)**

Motion to approve three FY17 Interagency Cash Transfer Agreements (LESA, Genesis House, and CMH) between Michigan Rehabilitation Services and LCCMHA for the funding of employment services for LCCMHA consumers, as presented. Effective 10/1/16 to 9/30/17.

**c) ADULT LEARNING SYSTEMS, INC. (ALS) - FY17 AND FY18 CONTRACT AMENDMENT #1 / RATE INCREASE (REF. W&M AG. #: 5)**

FY16 Supplemental Payment

Motion to approve FY16 supplemental payment totaling \$13,123 to Adult learning System Inc., as presented.

FY17 and FY18 Rate Increase

Motion to approve FY17 and FY18 Contract Amendment #1 between LCCMHA and Adult Learning Systems, Inc. for rate increases to Briarwood and Norton homes as presented, effective 10/1/16 to 9/30/18.

**d) RENAISSANCE COMMUNITY HOMES INC (RCHI) - FY17 AND FY18 CONTRACT AMENDMENT #1 / RATE INCREASE (REF. W&M AG. #: 6)**

FY16 Supplemental Payment

Motion to approve FY16 supplemental payment totaling \$64,469 to Renaissance Community Homes Inc., as presented. Effective 10/1/15 to 9/30/16.

FY17 and FY18 Rate Increase

Motion to approve FY17 and FY18 Contract Amendment #1 between LCCMHA and Renaissance Community Homes Inc. for rate increases to Burkhart, Oak Grove and Golf Club homes as presented, effective 10/1/16 to 9/30/18.

e) **RESCARE PREMIER, INC. - FY17 AND FY18 CONTRACT AMENDMENT #1 / CONSUMER #48746 - PER DIEM INCREASE (REF. W&M AG. #: 7)**

Reimbursement for SSI

Motion to approve reimbursement to ResCare Premier, Inc. for SSI Payee deductions not previously calculated in the per diem in the total amount of \$1,020, as presented. Effective 12/1/17.

FY17 and FY18 Contract Amendment

Motion to approve FY17 and FY18 Contract Amendment #1 with ResCare Premier, Inc. to increase the per diem for Consumer #48746 from \$174 to \$234 per day, as presented. Effective 11/1/16 to 9/30/18.

f) **ASSURERX HEALTH, INC. - AGREEMENT FOR GENETICS TESTING (CONSUMER) (REF. W&M AG. #: 8)**

Motion to approve an Agreement between LCCMHA and AssureRx Health, Inc. to provide consumer genetic testing, as presented. Effective 12/1/16; ongoing until termination.

g) **GUARDIAN MEDICAL MONITORING - AGREEMENT FOR MEDICATION REMINDER/DISPENSER & MONITORING SERVICE (REF. W&M AG. #: 9)**

Motion to approve an Agreement between LCCMHA and Guardian Medical Monitoring to provide installation and monitoring services for Medication Reminder at rates, as presented. Effective 12/1/16; ongoing until amended or terminated.

h) **HASSELBRING CLARK - ANNUAL MAINTENANCE AGREEMENT / ENGAGEMENT CENTER - CANON IMAGERUNNER 1025iF, BLACK AND WHITE COPIER/PRINTER/FAX/SCANNER (REF. W&M AG. #: 10)**

Motion to approve Annual Maintenance Contract between LCCMHA and Hasselbring Clark for a Canon imageRUNNER 1025iF, Black and White Copier/Printer/Fax/Scanner for a total annual cost of \$408.00. Effective 12/01/16 to 11/30/17.

i) **HASSELBRING CLARK - ANNUAL MAINTENANCE CONTRACT / CANON LC650i FAX ID#11907- MILLER/622 FRONT OFFICE (REF. W&M AG. #: 11)**

Motion to approve an Annual Maintenance Contract between LCCMHA and Hasselbring Clark for the Canon LC650i fax for a total annual cost of \$430.00. Effective 12/10/16 to 12/9/17.

j) **OPTIMAL MEDICAL STAFFING / CONTRACT CONTINUATION FOR RENT-A-NURSE SERVICES (REF. W&M AG. #: 12)**

Motion to approve the continuation of the Contract between LCCMHA and Optimal Medical Staffing for R.N. level nursing services at \$51.60 per hour, as presented. Effective 10/1/16 until amended or terminated.

**k) SHANER'S CUTTING EDGE / SNOW REMOVAL AT GENESIS HOUSE (REF. W&M AG. #: 13)**

Motion to approve a Contract between LCCMHA and Shaner's Cutting Edge for snow removal at the rates presented from 11/1/16 to 10/31/17, as presented. Effective 11/1/16 to 10/31/17.

**l) DUMMIES ON THE RUN / CONTRACT FOR CPR, FIRST AID AND AED TRAINING (REF. W&M AG. #: 14)**

Motion to approve a FY17 & FY18 Contract between LCCMHA and Dummies on the Run for CPR, First Aid and AED Training at rates presented. Effective 11/1/16 to 9/30/18.

**m) CENTRIA HEALTHCARE, LLC - FY17 & FY18 CONTRACT AMENDMENT #2 / ADDING TREATMENT PLANNING (REF. W&M AG. #: 15)**

Motion to approve FY17 & FY18 Contract Amendment #2 between LCCMHA and Centria Healthcare, LLC for treatment planning service at \$125 per encounter, as presented. Effective 10/1/16 to 9/30/18.

**n) FLATROCK MANOR OF BURTON EAST - FY17 & FY18 CONTRACT FOR CONSUMER'S # 51791 & #48100 / LICENSED RESIDENTIAL (REF. W&M AG. #: 16)**

Motion to approve FY17 & FY18 Contract between LCCMHA and Flatrock Manor of Burton East for services in a licensed residential setting at codes and rates, as presented. Effective 12/1/16 to 9/30/18.

**o) HOMELIFE, INC. - FY17 AND FY18 CONTRACT / CONSUMER #37713 AND #38208 / PERDIEM INCREASE (UPDATE TO 08/30/16 BOARD APPROVED CONTRACT) (REF. W&M AG. #: 17)**

Motion to approve update to FY17 and FY18 Contract between LCCMHA and HomeLife, Inc. for CLS and Personal Care services for Consumer #37713 and #38208 at \$213.00 per day, as presented. Effective 10/1/16 to 9/30/18. (Update to the 08/30/16 Board motion)

**p) MARTHA FARRAND, OT - FY17 AND FY18 CONTRACT RATE INCREASE (REF. W&M AG. #: 18)**

Motion to approve the update of FY17 & FY18 Contract between LCCMHA and Martha Farrand, OT for occupational therapy services at rates and codes, as presented. Effective 10/1/16 to 9/30/18. (Update to the 08/30/16 Board motion)

**q) MAURICE MOSES, LLP (COMMUNITY BASED INTERVENTION CONSULTANTS, INC. - FY17 & FY18 CONTRACT AMENDMENT #1 / THERAPY SERVICES ADDED (REF. W&M AG. #: 19)**

Motion to approve FY17 & FY18 Contract Amendment #1 between LCCMHA and Maurice Moses, LLP for therapy services at \$100 per hour, as presented. Effective 12/1/16 to 9/30/18.

**r) FLATROCK MANOR, LLC (LAPEER) - FY17 & FY18 CONTRACT AMENDMENT #1 / RATE CHANGES AND SERVICE ADDITION (REF. W&M AG. #: 20)**

Motion to approve FY17 & FY18 Contract Amendment #1 between LCCMHA and Flatrock Manor, LLC for clinical service rate changes and additional clinical services in a licensed residential setting, as presented. Effective 10/1/16 to 9/30/18.

s) **FLATROCK MANOR OF FLUSHING, INC. - FY17 &18 CONTRACT AMENDMENT #1 / SERVICES ADDED (REF. W&M AG. #: 21)**

Motion to approve FY17 &18 Contract Amendment #1 between LCCMHA and Flatrock Manor of Flushing, Inc. to add clinical services in a licensed residential setting at rates, as presented. Effective 10/1/16 to 9/30/18.

t) **COMCAST AGREEMENT/ PHONE & INTERNET SERVICE - ENGAGEMENT CENTER (REF. W&M AG. #: 22)**

Motion to approve a Business Service Order Agreement between Comcast and LCCMHA for two (2) phone lines and internet service located at the Engagement Center (2020 E. Grand River, Howell, Suite 102) at \$154.80 per month for a two (2) year term with automatic renewal annually or until termination, as presented. Effective 12/1/16.

**7. EXECUTIVE DIRECTOR'S REPORT:**

- a) MACMHB Overview / Section 298 Update by Allen Bolter, Associate Director of MACMHB / Informational
- b) Delegated Contract Approach November 2016 Report / Informational
- c) Wait List Update / Informational
- d) Agency & Community Updates / Informational
- e) 2017 LCCMHA Holiday Schedule / Informational

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

a) **MED CLINIC - NEW POSITION: STAFF PSYCHIATRIST / MEDICAL DIRECTOR - GRADE 26 JOB DESCRIPTION & ALISA SCHLACHT, DO, AS MEDICAL DIRECTOR**

Staff Psychiatrist / Medical Director - Grade 26 (New Position)

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

Motion to accept the new Psychiatrist/Medical Director (R26) position and job description as presented. Effective December 4, 2016

**MOTION PASSED 10 / 10**

**MOTION FAILED /**

Dr. Alisa Schlacht - Promoted to Medical Director

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

Motion to support the recommendation to move Alisa Schlacht, DO from grade R25 to grade R26/step 3, as Medical Director, as presented. Effective 12/04/16.

**MOTION PASSED 10 / 10**

**MOTION FAILED /**

**b) INFORMATION SYSTEMS / CORE ITEM PROJECTS WITH CDW AND ATT (UPGRADES AND REPLACEMENTS)**

Discussion was held.

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

Motion to approve moving forward with the projects identified as "Core Items": (Nutanix VM Hardware Replacement (CDW), Server Room Switch Replacement (CDW), AD/File Server (CDW), Citrix Farm Upgrade (CDW) and Mobile Device Management (ATT) ) for a Total Annual Cost of \$35,607 and a Total Depreciated Cost of \$154,502.

**MOTION PASSED 08 / 02 (NAYS: J. PLAS AND G. MCINTOSH**

**MOTION FAILED /**

**c) LCCMHA PERSONNEL MANUAL UPDATES: SECTIONS I & V (VERSION 11.26.16) / EFFECTIVE 10/09/16**

Discussion was held.

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

Motion to approve the updates to the LCCMHA Personnel Manual, (Version 11.26.16), as presented. Sections updated: Section I.K., Section V: Overview, A, D, H, I, J. Effective 10/09/16.

**MOTION PASSED 10 / 10**

**MOTION FAILED /**

The Minutes of the November 22, 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: 12/14/16

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

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

a) Argus Article/ one agency is bridging the gap between mental illness and employment

b) WHMI Article / New Preventional - Based Senior Reach Program Helping Older Adults 11.27.16

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

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

a) Parking Lot Items:

o 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

o 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 7:50 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

\_\_\_\_\_  
Rainey Marhofer  
RECORDING SECRETARY

\_\_\_\_\_  
Joanne Pfeffer  
BOARD SECRETARY

\_\_\_\_\_  
Date