

MEETING MINUTES
FULL BOARD
DECEMBER 13, 2016



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 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 checked="" type="checkbox"/> B. SPALDING
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MEMBER(S) ABSENT:		
OTHERS PRESENT	C. CONKLIN R. MARHOFER	G. NOEL

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:26 PM**.

2. **APPROVAL OF AGENDA:** **AGENDA DATED DECEMBER 13, 2016**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
MOVED BY: L. Berry-Bobovski / SECONDED BY: R. Murray
 MOTION PASSED 12 / 12
 MOTION FAILED /

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED NOVEMBER 29, 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: J. Aubry
 MOTION PASSED 12 / 12
 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) 2017 BOARD OFFICERS - NOMINATING COMMITTEE RECOMMENDATIONS

Discussion was held.

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

Motion to approve the Nominating Committee's recommendations for the 2017 LCCMHA Board Officers, as follows:

Board Chairwoman: Roxanne Garber
Vice Chair: Robert Murray
Secretary: Joanne Pfeffer

MOTION PASSED 12 / 12

MOTION FAILED /

6. CONSENT AGENDA

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach December, 2016 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational (SUD Engagement Center scheduled to open on 01/04/2017)

8. COMMITTEE OF THE WHOLE:

a) WASHTENAW COUNTY COMMUNITY MENTAL HEALTH - FY17 MASTER EARNED REVENUE EXCHANGE SERVICES AGREEMENT (LCCMHA WILL PURCHASE FROM WASHTENAW COUNTY CMH)

Moved BY: R. Murray / SECONDED BY: L. Berry-Bobovski

Motion to approve FY17 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 10/1/16 to 9/30/17.

MOTION PASSED 12 / 12

MOTION FAILED /

b) CMHPSM POLICY #601: WELCOMING POLICY (NEW TO LIVINGSTON)

Moved BY: S. Slaton / SECONDED BY: J. Pfeffer

Motion to approve the (new to Livingston) CMHPSM Policy (Livingston #601), Welcoming Policy, as presented

MOTION PASSED 12 / 12

MOTION FAILED /

This policy was originally sent to board on the October Ways & Means Agenda. Due to language errors, the policy was returned to the CMHPSM for correction. This is the corrected version.

c) LIVINGSTON COUNTY - CONTRACT RENEWAL FOR 2280 BUILDING / JANITORIAL & GROUNDS

Moved BY: R. Murray / SECONDED BY: S. Slaton

Motion to continue Contract between Livingston County and LCCMHA for janitorial and building and grounds maintenance for 2280 Building at rates presented as an automatic renewal contract until amended or terminated. Effective 1/1/17.

MOTION PASSED 12 / 12

MOTION FAILED /

d) MICHIGAN WORKS! SOUTHEAST - CONTRACT #MWSE-16-01-ES-TAA

MOVED BY: R. Murray / SECONDED BY: L. Berry-Bobovski

Motion to approve Contract #MWSE-16-01-ES-TAA between Livingston County Michigan Works! and LCCMHA to fund employment services in the total amount not to exceed \$328,636, as presented. Effective 1/1/17 to 6/30/18.

MOTION PASSED 12 / 12

MOTION FAILED /

e) STUART WILSON, CPA PC - UPDATE TO THE FY17 & FY18

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

Motion to approve update to the FY17 & FY18 Contract between LCCMHA and Stuart Wilson, CPA PC to add Support Broker services at \$4.87 per 15 minutes, as presented. Effective 10/1/16 to 9/30/18.

MOTION PASSED 12 / 12

MOTION FAILED /

f) WALLACE STREET ALC - UPDATE TO FY17 & FY18 CONTRACT BOARD APPROVAL 8/30/16

MOVED BY: L. Berry-Bobovski / SECONDED BY: J. Pfeffer

Motion to approve update to FY17 and FY18 Contract between LCCMHA and Wallace Street ALC for CLS and Personal Care services at \$175.00 total per day, per consumer, as presented. Effective 10/1/16 to 9/30/18.

MOTION PASSED 12 / 12

MOTION FAILED /

g) WORK SKILLS CORPORATION - UPDATE TO 8/30/16 BOARD APPROVED CODES AND RATES

MOVED BY: R. Murray / SECONDED BY: S. Slaton

Motion to approve update to FY17 & 18 Contract between LCCMHA and Work Skills Corporation to add psychological services at rates, as presented. Effective 10/1/16 to 9/30/18.

MOTION PASSED 12 / 12

MOTION FAILED /

h) CMHPSM - FY17 MASTER GRANT & PROJECT AGREEMENT (INCLUDES: ADULT INTEGRATED HEALTH FEDERAL BLOCK GRANT FUNDING FOR ITEM 8-I, BELOW)

MOVED BY: #NONE / SECONDED BY: #NONE

Motion to approve FY17 Master Grant and Project Agreement between the Community Mental Health Partnership of Southeast Michigan and Livingston County Community Mental Health Authority in the amounts presented. Effective 10/1/16 to 9/30/17.

MOTION PASSED 12 / 12

MOTION FAILED /

i) **MI-A ADULT INTEGRATED HEALTH - NEW POSITION: CERTIFIED MEDICAL ASSISTANT / JOB DESCRIPTION / GRADE 4**

Part I -Certified Medical Assistant Position

MOVED BY: L. Berry-Bobovski / SECONDED BY: S. Slaton

Motion to approve the request for one (1) regular full-time certified medical assistant position, at salary grade level 4, under the supervision of the Health and Medications Supervisor in the Adult Medication Clinic under funding from the Integrated Health federal block grant FY17/FY18, as presented.

MOTION PASSED 12 / 12

MOTION FAILED /

Part II - Job Description / Certified Medical Assistant

MOVED BY: J. Pfeffer / SECONDED BY: L. Berry-Bobovski

Motion to approve the job description for Certified Medical Assistant at the grade 4, as presented.

MOTION PASSED 12 / 12

MOTION FAILED /

j) **CREATING BRIGHTER FUTURES - FY17 & FY18 CONTRACT FOR ABA SERVICES**

MOVED BY: S. Slaton / SECONDED BY: J. Pfeffer

Motion to approve FY17 & FY18 Contract between LCCMHA and Creating Brighter Futures for ABA Services at rates, as presented. Effective 12/15/16 to 9/30/18

MOTION PASSED 12 / 12

MOTION FAILED /

k) **MERS - SERVICE CREDIT PURCHASE OPT-OUT FORM**

MOVED BY: R. Murray / SECONDED BY: S. Slaton

Motion to table the MERS Service Credit Purchase agenda item until July, 2017, upon receipt and review of our next actuarial valuation report. The agency expects to receive the report at the end of June, 2017.

MOTION PASSED 12 / 12

MOTION FAILED /

l) MI-A ENGAGEMENT CENTER / SUD: ADD'L STAFF REQUEST (PEERS & MHA'S)

Part I - Peer Supports / Increase Hours

MOVED BY: R. Murray / SECONDED BY: S. Slaton

Motion to approve two occasional part-time peer support specialists up to 28 hours per week at grade R2 for uncertified peer support specialist and grade R4 for certified peer support specialist in the Engagement Center program, as presented.

MOTION PASSED 12 / 12

MOTION FAILED /

Part II - Mental Health Assistants / Increase Hours

MOVED BY: R. Murray / SECONDED BY: L. Berry-Bobovski

Motion to approve four occasional part-time mental health assistants up to 28 hours per week at grade R4 in the Engagement Center program, as presented.

MOTION PASSED 12 / 12

MOTION FAILED /

On 09/29/2015 the Board approved the above noted positions at "up to 20 hr/wk". We are amending prior motion to increase hours to "up to 28 hr/wk"

m) LIVINGSTON CMH RECIPIENT RIGHTS OFFICE (RRO): 1)2015-2016 RRO ANNUAL REPORT, 2) 2017 FUNDING OF THE RRO

Part I - 2015-2016 RRO Annual Report

MOVED BY: L. Berry-Bobovski / SECONDED BY: B. Spalding

Motion to accept the FY2015-2016 RRO Annual Report, as presented.

MOTION PASSED 12 / 12

MOTION FAILED /

Part II - FY2016-2017 Funding of the RRO

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

Motion to approve the continued funding/contracting with the Washtenaw County Community Mental Health for two (2) full-time Recipient Rights Officers in order to meet the needs of the Rights Office.

MOTION PASSED 12 / 12

MOTION FAILED /

n) RESCARE PREMIER, INC. - FY17 AND FY18 CONTRACT AMENDMENT #1 / CONSUMER #48746 - PER DIEM INCREASE (UPDATE TO 11/29/16 BOARD ACTION)

MOVED BY: B. Cox / SECONDED BY: L. Carroll

Motion to approve FY17 and FY18 Contract Amendment #1 with ResCare Premier, Inc. to increase the per diem for Consumer #48746 from \$174 to \$175.97 per day, as presented. Effective 11/1/16 to 9/30/18. (updating prior month's motion)

MOTION PASSED 12 / 12

MOTION FAILED /

o) CMHPSM / LCCMHA - FY17 CONTRACT #2651 – SUD FUNDING (ROSC, ENGAGEMENT CENTER, CBSG SCHOOL PROJECT, LAZARUS PROJECT/WAKE UP LIVINGSTON-COORDINATOR AND WEBSITE)

MOVED BY: J. Pfeffer / SECONDED BY: B. Spalding

Motion to approve FY17 Contract #2651 – SUD Funding (ROSC, Engagement Center, CBSG School Project, Lazarus Project/Wake Up Livingston-Coordinator and Website) between the Community Mental Health Partnership of Southeast Michigan and Livingston County Community Mental Health Authority in the amounts as presented. Effective 10/1/16 to 9/30/17.

MOTION PASSED 12 / 12

MOTION FAILED /

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

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

- Next Regional Board Meeting Date: 01/11/17

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

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

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 7:05 PM**

RESPECTFULLY SUBMITTED:

APPROVED BY:

Rainey Marhofer
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date