

MEETING MINUTES
FULL BOARD
JANUARY 31, 2017



MEMBERS PRESENT:	<input type="checkbox"/> J. AUBRY	<input checked="" type="checkbox"/> G. MCINTOSH
	<input 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 checked="" type="checkbox"/> J. PLAS
	<input 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:	J. AUBRY, L. BERRY-BOBOVSKI, B. COX, J. PFEFFER, S. SLATON	
OTHERS PRESENT	C. CONKLIN R. MARHOFER	

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:12 PM**.

2. **APPROVAL OF AGENDA:** **AGENDA DATED JANUARY 31, 2017**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED:
Moved by: R. Murray / Seconded by: L. Carroll
 MOTION PASSED 07 / 07
 MOTION FAILED /

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED DECEMBER 13, 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: B. Spalding
 MOTION PASSED 07 / 07
 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 2016-12-224 approving re-appointments to the LCCMHA Board:
 L. Carroll.....term expires 12/31/2019
 G. McIntosh..... term expires 12/31/2019
 B. Cox term expires 12/31/2019
 J. Pfeffer term expires 12/31/2019
 Resolution 2017-01-023 approving re-appointment to the LCCMHA Board:
 J. Aubry term expires 12/31/2019
- d) 2017 Board Committee Chairs - appointed by Board Chair, R. Garber
 - 1) Ways & Means Committee Chair.....L. Berry-Bobovski
 - 2) RRAC Committee Chair.....R. Barber

e) **2017 TOWN HALL MEETING / LOCATION AND COST**
 Discussion was held.
Moved by: R. Murray / Seconded by: L. Carroll
 Motion to approve the 2017 Annual Town Hall event to be held at the Livingston Educational Service Agency in Howell with the costs not to exceed \$600.00.
 MOTION PASSED 07 / 07
 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: R. Murray / Seconded by: L. Carroll
 Motion to accept and approve the consent agenda, as presented. (Items referenced below).
 MOTION PASSED 07 / 07
 MOTION FAILED /

a) **MILEAGE REIMBURSEMENT RATE - REDUCTION / EFFECTIVE 01.01.2017 & UPDATE TO LOCAL POLICY # 211: TRAVEL, EXPENSE AND PER DIEM REIMBURSEMENT (ATTACHMENT E, UPDATED) (REF. W&M AG. #: 2)**
 Motion to approve the following:
 a) the reduced mileage reimbursement rate, in keeping with the IRS published rate change to 53.5 cents per mile down from 54 cents per mile. Effective 01/01/2017, as presented.
 b) future notification of mileage reimbursement rate change will be delivered to staff via email and to board via Executive Director's report and the rate will no longer be incorporated in Policy 211: Travel, Expense and Per Diem Reimbursement, Attachment E, as presented.

b) **ROSLUND, PRESTAGE AND COMPANY, PC / FOR THE FY16 FINANCIAL AUDIT - FEE ADJUSTMENT (REF. W&M AG. #: 3)**
 Motion to approve additional compensation to Roslund, Prestage and Company, PC for the FY16 Financial Audit for LCCMHA in the amount of \$750 for a total cost of \$13,750, as presented. Effective 10/1/16 to 9/30/17.

c) CMHPSM POLICY - REVISED #494: ASSESSMENT AND REASSESSMENT (REF. W&M AG. #: 4)

Motion to approve the revisions to the CMHPSM Policy (Livingston #494), Assessment and Reassessment, as presented.

d) CBIZ BENEFITS & INSURANCE SERVICES, INC. - FY16 RETIREE HEALTHCARE ACTUARIAL VALUATION PROPOSAL (REF. W&M AG. #: 5)

Motion to approve the retiree healthcare actuarial service proposal for 2017 by CBIZ Benefits & Insurance Services, based on information provided as of 12/31/2016, for cost of \$6,000 as presented.

e) MAXIMUS FITNESS - CONTRACT / GENESIS HOUSE GYM MEMBERSHIP RENEWAL FOR TWO (REF. W&M AG. #: 6)

Motion to approve the renewal of (2) memberships to Maximus Fitness at \$250 for one year for a total of \$500 to be funded by Clubhouse Foundation Account, as presented. Effective 02/05/17 to 02/05/18.

f) BCA OF DETROIT, LLC, D/B/A BCA STONECREST CENTER - FY17 AND FY18 CONTRACT FOR INPATIENT PSYCHIATRIC SERVICES (REF. W&M AG. #: 7)

Motion to approve FY17 and FY18 Contract between LCCMHA and BCA Detroit, LLC d/b/a BCA StoneCrest Center for Inpatient Psychiatric Services at rates as presented. Effective 10/1/16 to 9/30/18.

g) EXCEL EMPLOYMENT OPTIONS - FY17 & FY18 CONTRACT AMENDMENT #1 / ADDITIONAL SERVICES ADDED (REF. W&M AG. #: 8)

Motion to approve FY17 & FY18 Contract Amendment #1 between LCCMHA and Excel Employment Options, Inc. to add services at rates, as presented. Effective 2/1/7 to 9/30/18.

h) HEALTHSOURCE SAGINAW, INC. (BEHAVIORAL MEDICINE) - FY17 & FY18 CONTRACT FOR INPATIENT PSYCHIATRIC SERVICES (REF. W&M AG. #: 9)

Motion to approve FY17 & FY18 Contract between LCCMHA and HealthSource Saginaw for Inpatient Psychiatric Services at the per diem rates, as presented. Effective 10/1/16 to 9/30/18.

i) HILLSDALE HOSPITAL (FORMERLY HILLSDALE COMMUNITY HOSPITAL) - FY17 AND FY18 CONTRACT FOR INPATIENT PSYCHIATRIC SERVICES (REF. W&M AG. #: 10)

Motion to approve FY17 and FY18 Contract between LCCMHA and Hillsdale Hospital for Inpatient Psychiatric Services at rate as presented. Effective 10/1/16 to 9/30/18.

j) MRC INDUSTRIES, INC. - FY17 & FY18 CONTRACT AMENDMENT #1 / RATE INCREASE FOR FOR SKILL BUILDING-GROUP (H2014 TT) (REF. W&M AG. #: 11)

Motion to approve FY17 & FY18 Contract Amendment #1 between LCCMHA and MRC Industries to increase the rate for Skill Building-group (H2014 TT) from \$1.95 per 15 minutes to \$2.09 per 15 minutes, as presented. Effective 12/1/16 to 9/30/18.

k) COMCAST - AGREEMENT FOR PHONE, INTERNET AND TV SERVICE / ENGAGEMENT CENTER (UPDATE TO THE 11/29/16 BOARD MOTION TO INCLUDE BASIC TV SERVICE) (REF. W&M AG. #: 12)

Motion to approve a revised Business Service Order Agreement between Comcast and LCCMHA to include two (2) phone lines, internet AND TV service located at the Engagement Center (2020 E. Grand River, Howell, Suite 102), for an additional \$49 installation fee and a total (revised) monthly rate of \$159.75 for a two (2) year term with automatic renewal annually or until termination, as presented. Effective 1/25/17.

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach January, 2017 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational

8. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

The Minutes of the 01/24/17, 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: 02/08/17
- b) 12/14/16 Minutes
- c) 01/11/17 Draft Minutes

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

- a) Event Announcement(s): None Items Noted Below
 - Winter Conference: February 7 & 8, 2017 at Radisson Plaza Hotel, Kalamazoo
- b) BoardWorks 2017 Winter Report
- c) 2017 PAC Campaign

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

- a) Stepping Stones Engagement Center / Open House Invitation - 01/04/17
- b) Winter 2016/2017 CMHLSC Newsletter

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

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

a) **Parking Lot Items:**

- **MERS Defined Benefit (DB) Pension Plan:**
 - Reference 12/13/16 Full Board minutes: tabled the MERS Service Credit Purchase (opt-out) 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.
 - Reference 05/24/16 Ways & Means meeting: after the presentation of the FY15 audited financial statement discussion was held regarding future options to reduce deficits for the MERS DB pension liability and OPEB liability (retiree healthcare).
- **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.** At the 01/31/17 Full Board Meeting J. Plas asked that this item be added back on the parking lot list for future discussion and collection of additional information.

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

15. ADJOURNMENT: **THE MEETING ADJOURNED AT 6:38 PM**

RESPECTFULLY SUBMITTED:

APPROVED BY:

Rainey Marhofer
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date