

MEETING MINUTES
FULL BOARD
JULY 25, 2017



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| 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 |
| <hr/> | | |
| MEMBER(S) ABSENT: | | |
| OTHERS PRESENT | C. CONKLIN R. MARHOFER | |

- 1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:00 PM**.
- 2. **APPROVAL OF AGENDA:** **AGENDA DATED JULY 25, 2017**

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| <input checked="" type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS PRESENTED. <input type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS MODIFIED: MOVED BY: R. Murray / SECONDED BY: B. Spalding <input checked="" type="checkbox"/> MOTION PASSED 12 / 12 <input type="checkbox"/> MOTION FAILED / |
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- 3. **CALL TO THE PUBLIC:** **None.**
- 4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED JUNE 27, 2017**

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| <input checked="" type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF. <input type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS MODIFIED: MOVED BY: R. Murray / SECONDED BY: L. Carroll <input checked="" type="checkbox"/> MOTION PASSED 12 / 12 <input type="checkbox"/> MOTION FAILED / |
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- 5. **BOARD ADMINISTRATION:** **None** **Item(s) Noted Below**

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: L. Carroll

Motion to accept and approve the consent agenda, as presented. (Items referenced below).

MOTION PASSED 12 / 12

MOTION FAILED /

a) PITNEY BOWES - FIVE YEAR LEASE & MAINTENANCE AGREEMENT / DM400C POSTAGE METER / 2280 BUILDING (REF. W&M AG. #: 4)

Motion to approve the 5 year lease and maintenance agreement of one (1) Pitney Bowes Postage Meter, Model #DM400 for the 2280 building at a total cost of \$2,093.16 per year. Effective 8/1/17.

b) MDHHS - LCCMHA - FY17 MDHHS/CMHSP MANAGED MENTAL HEALTH SUPPORTS & SERVICES CONTRACT AMENDMENT #1 (REF. W&M AG. #: 5)

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

c) HASSELBRING CLARK - MAINTENANCE CONTRACT- B&W (IR6265 ADV) & COLOR (IR5255 ADV) CANON COPIERS / 2280 BUILDING (REF. W&M AG. #: 6)

Motion to approve an Annual Maintenance Contract between Hasselbring-Clark and LCCMHA for the Canon imageRUNNER ADVANCE C5255 Copier (ID # 17617) for a monthly cost of \$643.00 plus color overages at a cost of \$0.04283 per copy/print and Black & White copies/prints at \$0.00752 per copy/print, as presented. Effective 8/19/17 to 8/19/18.

Motion to approve an Annual Maintenance Contract between Hasselbring-Clark and LCCMHA for the Canon imageRUNNER ADVANCE C6265 Copier (ID #17615) for a monthly cost of \$96.00 plus overages at a cost of \$0.00607 per copy/print, as presented. Effective 8/19/17 to 8/19/18.

d) CMHPSM POLICY #453 REVISED: ETHICS AND CONDUCT (REF. W&M AG. #: 7)

Motion to approve the revised CMHPSM Policy (Livingston #453), Ethics and Conduct, as presented.

e) CMHPSM POLICY #479 REVISED: TRAUMA-INFORMED PRACTICE (REF. W&M AG. #: 8)

Motion to approve the revised CMHPSM Policy (Livingston #479), Trauma-Informed Practice, as presented.

f) COSTCO - AGENCY MEMBERSHIP RENEWAL (REF. W&M AG. #: 9)

Motion to approve the renewal of two (2) Costco Executive Business Membership cards at the annual cost of \$120, as presented. Effective 9/1/17 to 8/31/18.

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach July Report / Informational
- b) Wait List Update (No information for July)
- c) Agency & Community Updates / Informational
- d) Southeast Michigan Consortium 2017 Cycle II Monitoring Report / Informational
- e) MDHHS/ 2017 RRO Assessment - Plan of Correction Acceptance Letter / Informational

8. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

a) OPEB: ACTUARIAL VALUATION OF OTHER POST-EMPLOYMENT BENEFITS UNDER GASB STATEMENT No. 75 AS OF DECEMBER 31, 2016 - / FUNDING OPTION #2

Discussion was held.

Moved by: L. Berry-Bobovski / Seconded by: R. Murray

Motion to approve Option 2 – Level-Dollar Contribution, N=5 years, as presented by CBIZ Retirement Plan Services in regards to the OPEB GASB 75 Discount Rate Determination, as presented. Effective 10/01/2017. (Funding for said option is being built into our FY18 budget).

MOTION PASSED 12 / 12

MOTION FAILED /

A funding policy will be drafted and brought back for board approval in August or September for Board review and approval.

The Minutes of the July 18, 2017, 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: 08/09/17

10. MACMH BOARD 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**

a) Parking Lot Items:

1. Unfunded Liability / Employee Benefits:

a) MERS Defined Benefit (DB) Pension Plan / Unfunded Liability: Reference 07/18/17 W&M Committee Minutes. Additional information will returned to Board in August or September, 2017 for further discussion.

b) Other Post Employment Benefits (OPEB) Funding Policy :Reference 07/18/17 W&M Committee Minutes and Item 8 - a above. A funding policy will be drafted and presented to the Board in August or September, 2017 for approval).

2. Conference Call-in / LCCMHA Board & Committee Meetings. at the 03/28/17 Full Board Meeting R. Garber - Board Chair, appointed a sub-committee, consisting of two members, S.

Slaton and J. Plas, to draft recommendation for board member to review and discuss. The proposed draft document should include parameters, and further include recommended language to update to the By-Laws for said proposal. The subcommittee proposal will return to the board for review and further discussion.

3. CMH Facilities Visits: At 02/28/17 Full Board meeting board members requested touring: Workskills, one CMH group home and the Engagement Center. C. Conklin will follow up. 04/25/17 Update: C. Conklin will talk to sites noted above and bring options back to the Board.

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

15. **ADJOURNMENT:** **THE MEETING ADJOURNED AT 6:40 PM**

RESPECTFULLY SUBMITTED:

APPROVED BY:

Rainey Marhofer
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date