

**MEETING MINUTES**  
**FULL BOARD**  
**SEPTEMBER 25, 2018**



<b>MEMBERS PRESENT:</b>	<b>J. AUBRY</b>	<input checked="" type="checkbox"/> <b>J. PFEFFER</b> - BOARD SECRETARY
	<input checked="" type="checkbox"/> <b>L. BERRY-BOBOVSKI</b> – COMM. CHAIR	<input checked="" type="checkbox"/> <b>M. PIZZIMENTI</b>
	<input checked="" type="checkbox"/> <b>D. BROOKS</b>	<input checked="" type="checkbox"/> <b>J. PLAS</b>
	<input checked="" type="checkbox"/> <b>B. COX</b>	<input checked="" type="checkbox"/> <b>S. SLATON</b>
	<input checked="" type="checkbox"/> <b>R. GARBER</b> –BOARD CHAIR	<input checked="" type="checkbox"/> <b>B. SPALDING</b> - BOARD VICE CHAIR
	<input checked="" type="checkbox"/> <b>G. MCINTOSH</b>	<b>OPEN SEAT</b> (VACATED BY R. MURRAY)
	<b>MEMBER(S) ABSENT:</b>	<b>J. AUBRY</b>
<b>OTHERS PRESENT</b>	C. CONKLIN A. BOWERS	

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

2. **APPROVAL OF AGENDA:** **AGENDA DATED SEPTEMBER 25,2018**

**MOTION TO APPROVE THE AGENDA, AS PRESENTED.**  
 **MOTION TO APPROVE THE AGENDA, AS MODIFIED:**  
**Moved BY: L. Berry-Bobovski / SECONDED BY: B. Spalding**  
 **MOTION PASSED 8 / 8**  
 **MOTION FAILED /**

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED AUGUST 28, 2018**

**MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.**  
 **MOTION TO APPROVE THE MINUTES, AS MODIFIED:**  
**Moved BY: G. McIntosh / SECONDED BY: M. Pizzimenti**  
 **MOTION PASSED 9 / 9**  
 **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**

- **Successful attendance at Walk for Recovery and at the staff appreciation BBQ**

**c) EXECUTIVE DIRECTOR EVALUATION & CONTRACT RENEWAL COMMITTEE / RECOMMENDATION**

Discussion was held.

**Moved by: S. Slaton / Seconded by: B. Cox**

Motion to approve Executive Director's contract renewal for FY19.

**MOTION PASSED 10 / 10**

**MOTION FAILED /**

This review was officially tabled until the arrival of S. Slaton. This motion was approved by L. Berry-Bobovski and seconded by J. Pfeffer. This information was reviewed after item 5d.

**d) Response Letters RE: Official Request from Board of Directors of the LCCMHA**

Board reviewed response letter requesting additional funds for Autism services addressed to Jane Terwilliger, Director of CMH Partnership of Southeast Michigan and to the LCCMHA Board from John Duvendeck, Director of Program Development, Consultation & Contracts Division at MDHHS.

**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) LCCMHA FY19 BUDGET / SPENDING PLAN (REF. W&M AG. #: 2)**

Motion to approve LCCMHA FY19 budget as presented. Revised budget with higher rates from the State of Michigan to be presented to Board in October or November 2018 or after Regional Board Approved.

**b) FY19 RETIRED EMPLOYEE COLA (REF. W&M AG. #: 4)**

Motion to not approve a valuation benefit change for MERS 2019 Retiree COLA, due to budget shortage.

**c) APPLIED IMAGING – FY19 SERVICE AGREEMENT RENEWALS FOR AGENCY CANON COPIER AND FAX MACHINES (REF. W&M AG. #: 5)**

Motion to approve Annual Maintenance Contracts between LCCMHA and Applied Imaging for Canon copiers and facsimiles per attachment, as presented. Effective 10/1/18 to 9/30/19.

**d) MACOMB OAKLAND REGIONAL CENTER (MORC) FY 19 AND FY20 CONTACT BETWEEN LCCMHA AND MORC FOR CONSUMER #31150, #41628, AND #49295 (REF. W&M AG. #: 6)**

Motion to approve FY19 and FY20 Contract between LCCMHA and MORC for Consumer #31150, #41628 and #49295, as presented. Effective 10/1/18 to 9/30/20.

**e) MATEM, LLC – SECOND ADDENDUM TO COMMERCIAL LEASE AGREEMENT (RENT FOR FY19) (REF. W&M AG. #: 8)**

Motion to approve a Second Addendum to the Commercial Lease Agreement between MATEM, LLC and LCCMHA for rental of commercial space located at 2020 E. Grand River, Howell, MI, at \$1,750 per month, as presented. Effective 10/1/18 to 9/30/19.

**f) ABSOPURE WATER COMPANY, INC. – WATER FILTRATION EQUIPMENT LEASE AGREEMENT FOR 2280 AND 622 BUILDINGS (REF. W&M AG. #: 9)**

Motion to:

PART I -

ACTION: approve a Lease Agreement between Absopure Water Company, Inc. and LCCMHA for rental of Hot & Cold Filter Cooler #789142 located at 2280 E. Grand River, Howell, MI, as presented. Effective 8/21/18 to 8/20/19 with annual month-to-month auto-renewal.

PART III -

ACTION: approve a Lease Agreement between Absopure Water Company, Inc. and LCCMHA for rental of Hot & Cold Filter Cooler #781814 located at 622 E. Grand River, Howell, MI, as presented. Effective 8/23/18 to 8/22/19 with annual month to month auto-renewal.

**g) DIGITAL DIRECTION – FY19 RENEWAL AGREEMENT FOR OUTSOURCED TELECOM MANAGEMENT (REF. W&M AG. #: 10)**

Motion to approve an Agreement between Digital Direction and LCCMHA for outsourced telecom management services in the amount of \$1,700 per month (total annual cost \$20,400), as presented. Effective 10/1/18 to 9/30/19.

**h) AMENDED FY19 CONTRACT LIST (REF. W&M AG. #: 12)**

Motion to approve amended FY19 Contract List.

**i) EMPLOYEE RETIREMENT RECOGNITION RESOLUTION – LAURA MYERS-MESKE (REF. W&M AG. #: 13)**

Motion to approve the Resolution of recognition to Laura Myers-Meske for her 15 plus years of service to the agency as presented.

**j) EMPLOYEE RETIREMENT RECOGNITION RESOLUTION – TERESA GASCON (REF. W&M AG. #: 14)**

Motion to The Committee recommends the Board approve the Resolution of recognition to Teresa Gascon for her 10 plus years of service to the agency as presented.

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

- a) Delegated Contract Approach September 2018 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational

**d) ROSE HILL FY19 & FY20 FOR CONSUMER PLACEMENT #37398**

Discussion was held.

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

Motion to approve licensed residential services in a licensed setting for Consumer #37398 at the rate of \$350 per day in the FY19 & FY20 Contract between LCCMHA and Rose Hill Center, as presented.

Effective 10/1/18 to 9/30/20.

**MOTION PASSED 10 / 10**

**MOTION FAILED /**

**e) FY19 MDHHS CONTRACT - MENTAL HEALTH DIVERSION GRANT**

Motion to approve. FY19 MDHHS Revenue Contract between the Michigan Department of Health and Human Services and Livingston County Community Mental Health Authority for funding for Jail Diversion services totaling \$411,170.00, as presented. Effective 10/1/18 to 9/30/19.

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

Motion to Insert Motion Language

**MOTION PASSED 10 / 10**

**MOTION FAILED /**

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

**a) LCCMHA POLICY#358 DRUG FREE WORK PLACE NEW POLICYREVISED) (REF. W&M AG.#: 7)**

Discussion was held.

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

Motion to approve the new LCCMHA Policy, Drug Free Work Place as presented.

**MOTION PASSED 10 / 10**

**MOTION FAILED /**

**b) WASHTENAW COUNTY CMH – FY19 MASTER EARNED REVENUE AGREEMENT – 2 RR OFFICERS AND ONE LOCAL APPEAL AND FAIR HEARING OFFICER (REF. W&M AG. #11)**

Discussion was held.

**MOVED BY: L. Berry-Bobovski / SECONDED BY: G. McIntosh**

Motion to FY19 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 10/1/18to 9/30/19.

**MOTION PASSED 9 / 10 ( NAY S. SLATON)**

**MOTION FAILED /**

The Minutes of the September 18, 2018, meeting of Ways & Means Committee were presented for review.

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

- a) Event Announcement(s):  **None**  **Item(s) Noted Below**
- Next Regional Board Meeting Date: October 10, 2018
- b) 09/12/2018 Meeting Minutes Draft

**10. CMHAM:**  **None**  **Item(s) Noted Below**

- a) Event Announcement(s):  **None**  **Item(s) Noted Below**
- 2018 Annual Fall Conference October 22nd & 23rd

**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:

Parking Lot: 1.) CMH Facilities Visits: At 02/28/17 Full Board meeting board members requested touring: Workskills, one CMH group home. C. Conklin will follow up. 04/25/17 Update: C. Conklin will talk to sites noted above and bring options back to the Board. 09/25/2018 Update C. Conklin will contact workskills requesting tour for Board Members.

2.)MERS Defined Benefit (DB) Pension Plan / Amend FY18 Payment – Reference 05/22/18 Ways & Means, agenda item #3, has been put on hold until reporting issues are corrected in Cricket.

**14. CALL TO THE PUBLIC :**  **No Response**  **Insert Call to the Public Info if Needed**

**15. ADJOURNMENT: THE MEETING ADJOURNED AT 7:03 PM**

**RESPECTFULLY SUBMITTED:**

**APPROVED BY:**

\_\_\_\_\_  
Angie Bowers  
RECORDING SECRETARY

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

\_\_\_\_\_  
Date