

**MEETING MINUTES**  
**FULL BOARD**  
**JANUARY 29, 2019**



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

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:01 PM**.

2. **APPROVAL OF AGENDA:** **AGENDA DATED JANUARY 29, 2019**

**MOTION TO APPROVE THE AGENDA, AS PRESENTED.**  
 **MOTION TO APPROVE THE AGENDA, AS MODIFIED:**  
**MOVED BY: G. McIntosh / SECONDED BY: L. Berry-Bobovski**  
 **MOTION PASSED 7/7**  
 **MOTION FAILED /**

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

4. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED DECEMBER 11, 2019**

**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: J. Plas**  
 **MOTION PASSED 7/7**  
 **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 2018-12-219 approving re-appointments to the LCCMHA Board:  
 B. Splading.....term expires 12/31/2021  
 R. Garber.....term expires 12/31/2021  
 S. Slaton.....term expires 12/31/2021  
 Resolution 2019-01-007 approving re-appointment to the LCCMHA Board:  
 D. Brooks..... term expires 12/31/2021
- d) 2019 Board Committee Chair appointed by Board Chair, R. Garber:  
 1) Ways & Means Committee Chair: Mary Pizzimenti  
 2) RRAC Committee Chair: Jan Aubry

**2019 TOWN HALL MEETING LOCATION & COST**  
 Discussion was held.  
**Moved BY: S. Slaton / SECONDED BY: M. Pizzimenti**  
 Motion to approve Town Hall Meeting on 05/07/19 at the EMS Building 1911 Tooley Road Howell, Michigan with costs not to exceed \$700.00.  
 **MOTION PASSED 8 / 8**  
 **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: L. Berry-Bobovski / SECONDED BY: J. Aubry**  
 Motion to accept and approve the consent agenda, as presented. (Items referenced below).  
 **MOTION PASSED 8 / 8**  
 **MOTION FAILED /**

**a) LIVINGSTON CMH RECIPIENT RIGHTS OFFICE (RRO): 1) 2017-2018 ANNUAL REPORT, 2) 2019 FUNDING OF THE RRO (REF. W&M AG. #: 2)**  
 Motion to :  
 PART I - 2017-2018 RRO Annual Report  
 Motion to approve the acceptance of the Recipient Rights Annual Report, as presented.  
 PART II - 2019 Funding of the RRO  
 Motion to approve to continue to fund the Recipient Rights Office at it's current staffing levels - 2 FTE's.

**b) MAXIMUS FITNESS - GENESIS HOUSE -RENEWAL OF (2) GYM MEMBERSHIPS EFF. 2/22/18 TO 2/22/19 (REF. W&M AG. #: 4)**  
 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 2/22/18 to 2/22/19.

**c) JUDSON CENTER - FY19 & FY20 CONTRACT - ABA SERVICES (REF. W&M AG. #: 5)**

Motion to approve FY19 and FY20 Contract between LCCMHA and Judson Center, for services at rates, as presented. Effective 2/1/19 to 9/30/20.

**d) HOPE NETWORK BEHAVIORAL SERVICES - FY19 & FY20 AMEND #2 - CONS. 1141972 - LICENSED RESIDENTIAL AND CLINICAL SERVICES (REF. W&M AG. #: 6)**

Motion to approve FY19 and FY20 Contract Amendment #2 between LCCMHA and Hope Network Behavioral Health Services to provide residential and ancillary services at rates, as presented. Effective 1/16/19 to 9/30/18.

**e) HOPE NETWORK BEHAVIORAL SERVICES - FY19 & FY20 AMEND #3 - CONS. 46527 - LICENSED RESIDENTIAL AND CLINICAL SERVICES (REF. W&M AG. #: 7)**

Motion to approve FY19 and FY20 Contract Amendment #3 between LCCMHA and Hope Network Behavioral Health Services to provide residential and ancillary services at rates, as presented. Effective 12/1/18 to 9/30/18.

**f) EMPLOYEE RETIREMENT RECOGNITION RESOLUTION – JOANNE KUCHARCZYK (REF. W&M AG. #: 11)**

Motion to approve the Resolution of Recognition of Joanne Kucharczyk for over 15 years of service at the agency, as presented.

**g) MEMO TO RESCIND POLICY # 216 PROTECTIONS FROM HARRASSMENT FOR RRO & AVOCATES (REF. W&M AG. #: 12)**

Motion to rescind local Policy #216 - Protections from Harassment for RRO & Advocates, that is now covered under the CMHPSM Policy (local #550), titled CMHPSM Office of Recipient Rights Policy. Effective 01/30/2019.

**h) FLATROCK MANOR FY19 & FY20 CONTRACT AMENDMENT #1 (REF. W&M AG. #: 13)**

Motion to approve FY19 & FY20 Contract Amendment #1 between LCCMHA and Flatrock Manor, Inc. to add CLS Code H0043 for Consumer #48100, as presented. Effective 12/31/18 to 9/30/20.

**i) CMHPSM-FY19 CONTRACT UPDATE #C19026 – SUD FUNDING (ROSC, ENGAGEMENT CENTER, LAZARUS PROJECT/WAKE UP LIVINGSTON-COORDINATOR, WOMEN’S SPECIALTY PROGRAM, AND STATE OPIOID RECOVERY, PROJECT ASSERT PEERS AND NALOXONE DISTRIBUTION SERVICES (REF. W&M AG. #: 14)**

Motion to approve FY19 Contract #C19026 – SUD Funding (ROSC, Engagement Center, Lazarus Project/Wake Up Livingston-Coordinator, Women’s Specialty Program, and State Opioid Recovery, Project Assert Peers and Naloxone Distribution Services) between the Community Mental Health Partnership of Southeast Michigan and Livingston County Community Mental Health Authority in the amounts as presented. Effective 10/1/18 to 9/30/19.

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

- a) Delegated Contract Approach January, 2019 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational

**d) ADMINISTRATIVE HEARING (CLOSED SESSION)**

**CLOSE MEETING TO THE PUBLIC**

Discussion was held.

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

Motion to approve closing board item to the public.

**MOTION PASSED 9 / 9**

**MOTION FAILED /**

**OPEN MEETING TO THE PUBLIC**

**Moved BY: J. Aubry / SECONDED BY: L. Berry-Bobovski**

Motion to open LCCMHA Board meeting to the public.

**MOTION PASSED 9 / 9**

**MOTION FAILED /**

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

**a) VEEAM BACKUP ESSENTIAL(3) YEARS OF MAINTENANCES EFFECTIVE 04/30/19 TO 04/29/22 (REF. W&M AG. #9)**

Discussion was held.

**Moved BY: L. Berry-Bobovski / SECONDED BY: J. Pfeffer**

Motion to approve (3) years of maintenance for Veeam Backup Essentials at a total cost of \$3162.15 for the time period of 4/30/19 through 4/29/22.

**MOTION PASSED 9 / 9**

**MOTION FAILED /**

**b) BARRACUDA SPAM FIREWALL ANNUAL MAINTENANCE EFFECTIVE 03/31/19 TO 03/30/20 (REF. W&M AG. #10)**

Discussion was held.

**Moved BY: L. Berry-Bobovski / SECONDED BY: J. Aubry**

Motion to approve Barracuda Spam Firewall annual maintenance at a cost of \$945 for the time period of 3/31/19 through 3/30/20.

**MOTION PASSED 9 / 9**

**MOTION FAILED /**

**c) DEVELOPMENT OF NEW PROJECT ASSERT PROGRAM FUNDED BY SAMHSA STATE OPIOID GRANT AND THE CREATION OF ONE RFT PEER SUPPORT I OR II POSITION (REF. W&M AG. #15)**

Discussion was held.

Part I- Acceptance of grant funding and development of new Project Assert Program.

**Moved BY: L. Berry-Bobovski / SECONDED BY: J. Pfeffer**

Motion to approve development of new Project Assert Program effective 1/30/19 as grant-funded in the amount of \$50,000, as awarded by the CMHPSM.

**MOTION PASSED 9 / 9**

**MOTION FAILED /**

Part II – Creation of new RFT Peer Support I or II position for new Project Assert Program.

**Moved BY: L. Berry-Bobovski / SECONDED BY: M. Pizzimenti**

Motion to approve the creation of one regular full-time peer support I or II position in the Project Assert Program, under the supervision of the Engagement Center program coordinator, effective 1/30/19.

**MOTION PASSED 9 / 9**

**MOTION FAILED /**

**d) MEMO REGARDING POLICY FOR TELECOMMUTING FOR BOARD MEMBERS/FEEDBACK FROM LEGAL COUNSEL/ REVISED BY-LAWS FOR CONSIDERATION. (REF. W&M AG. #16)**

Discussion was held.

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

Motion to approval of the by-laws amended as presented.

**MOTION PASSED 9 / 9**

**MOTION FAILED /**

**e) ALL STAR ALARM REVISED FROM 01/22/19 WAYS & MEANS MEETING (REF W&M AG. #3)**

Discussion was held.

**Moved BY: L. Berry-Bobovski / SECONDED BY: J. Aubry**

Motion to approve a Monitoring Services Agreement between Allstar Alarm and LCCMHA for 24 hour monitoring of the fire alarm located at the 2280 building at \$53.00 per month for a three (3) year term with automatic renewal annually after the third year or written notice of cancellation is provided at least 30 days prior to renewal term, as presented. Effective 2/1/19.

**MOTION PASSED 8 / 9 (NAY G. MCINTOSH)**

**MOTION FAILED /**

The Minutes of the January 22,2019, 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: 02/13/2019

b) 12/12/2018 Draft Minutes

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

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

- Winter Conference / February 5th & 6th
- Nomination and election of association officers for 2019/2020

**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.) CMH Facilities Visits: At 02/28/17 Full Board meeting board members requested touring: Work Skills, 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. Update : Board Members toured Work Skills on 10/08/2018.
- 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.
- 3.) Present CAFAS (Child / Adolescent Functional Assessment Scale) outcome data in the next year.

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

**15. ADJOURNMENT:** THE MEETING ADJOURNED AT 7:00 PM

**RESPECTFULLY SUBMITTED:**

**APPROVED BY:**

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

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

\_\_\_\_\_  
Date