

MEETING MINUTES
FULL BOARD
TUESDAY SEPTEMBER 24, 2019



MEMBERS PRESENT:	<input checked="" type="checkbox"/> J. AUBRY	<input checked="" type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input checked="" type="checkbox"/> L. BERRY-BOBOVSKI	<input checked="" type="checkbox"/> M. PIZZIMENTI – COMM. CHAIR
	<input type="checkbox"/> D. BROOKS	<input checked="" type="checkbox"/> J. PLAS
	<input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR	<input type="checkbox"/> M. SERIO
	<input checked="" type="checkbox"/> M. IKLE	<input checked="" type="checkbox"/> S. SLATON
	<input type="checkbox"/> G. MCINTOSH	<input checked="" type="checkbox"/> B. SPALDING - BOARD VICE CHAIR
MEMBER(S) ATTENDING VIA TELECONFERENCE:	J. PFEFFER	
MEMBER(S) ABSENT:	D. BROOKS, G. MCINTOSH, M. SERIO	
OTHERS PRESENT	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 SEPTEMBER 24, 2019**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.

MOTION TO APPROVE THE AGENDA, AS MODIFIED: J. PLAS REQUESTED THE ADDITION OF AGENDA ITEM #13b THE EXECUTIVE DIRECTOR EVALUATION & CONTRACT RENEWAL COMMITTEE / RECOMMENDATIONS BE ADDED BACK TO THE AGENDA FOR BOARD APPROVAL THIS MONTH SINCE THE EVALUATION IS DATED 09/30/2019.

MOVED BY: M. Ikle / SECONDED BY: J. Plas

MOTION PASSED 8 / 8

MOTION FAILED /

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

4. **APPROVAL OF MINUTES: FULL BOARD MINUTES OF MEETING DATED AUGUST 27,2019**

- MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.**
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:
MOVED BY: M. Ikle / SECONDED BY: J. Pfeffer
 MOTION PASSED 8 / 8
 MOTION FAILED /

APPROVAL OF MINUTES: FINANCE SUB-COMMITTEE MEETING DATED SEPTEMBER 16, 2019

- MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.**
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:
MOVED BY: J. Plas / SECONDED BY: M. Pizzimenti
 MOTION PASSED 8 / 8
 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**
- Staff Appreciation Barbecue October 1, 2019
 - CMHA Fall Conference at Grand Traverse Resort on October 21st & 22nd. M. Ikle requested to attend.

6. **CONSENT AGENDA:**

Removal of item(s) from the Consent Agenda: **None** **Items Noted Below**

CONSENT AGENDA APPROVAL

Discussion was held.

MOVED BY: M. Pizzimenti / SECONDED BY: L. Berry-Bobovski

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

- MOTION PASSED 8 / 8**
 MOTION FAILED /

a) **FY20 RETIRED EMPLOYEE COLA MEMO (REF. W&M AG. #: 5)**

Motion to determine if we get an increase to our budget that can support a valuation audit, we will make a recommendation at that time.

b) **EMPLOYEE RETIREMENT RECOGNITION RESOLUTION – DELORES EARLY (REF. W&M AG. #: 6)**

Motion to approve the Resolution of Recognition to Delores Early for her 28 plus years of service.

c) **CMHPSM POLICY #458: REVISED SELF-DETERMINATION (REF. W&M AG. #: 7)**

Motion to approve revised CMHPSM Policy#458: Self Determination, as presented.

d) CMHSM POLICY # 484: CREDENTIALING FOR LICENSED INDEPENDENT PROVIDERS (REF. W&M AG. #: 8)

Motion to approve revised CMHPSM Policy#484: Credentialing for Licensed Independent Providers, as presented.

e) MMRMA FY20 RENEWAL (REF. W&M AG. #: 9)

Motion to approve FY20 annual contribution with the MMRMA for the Authority's risk insurance policy.

f) WASHTENAW COUNTY CMH CONTRACT FOR FY20 MASTER EARNED REVENUE EXCHANGE SERVICES AGREEMENT - TWO (2) RECIPIENT RIGHTS OFFICERS AND ONE WASHTENAW STAFF TO PROVIDE FAIR HEARING AND LOCAL APPEAL SERVICES (REF. W&M AG. #: 10)

Motion to approve FY20 Master Earned Revenue Exchange Services Agreement for Livingston County Community Mental Health Authority to purchase services from Washtenaw County Community Mental Health as presented.

g) NEW HORIZON REHABILITATION SERVICES FY20 CONTRACT (REF. W&M AG. #: 11)

Motion to approve FY19 and FY20 Contract Amendment #2 between LCCMHA and New Horizons Rehabilitation Services, Inc. for added services as presented, effective 10/1/19 to 9/30/20.

h) EISENHOWER CENTER FY19 & FY20 CONTRACT BETWEEN LCCMHA AND EISENHOWER CENTER FOR LICENSED RESIDENTIAL SERVICES FOR CONSUMER #268675 (REF. W&M AG. #: 12)

Motion to approve to FY19 & FY20 Contract between LCCMHA and Eisenhower Center for licensed residential services for Consumer #268675 at rates presented, effective 8/29/19 to 9/30/20.

i) INTERACT OF MICHIGAN FY20 CONTRACT (REF. W&M AG. #: 13)

Motion to approve FY20 Contract between LCCMHA and InterAct of Michigan for services, as presented. Effective 10/1/19 to 9/30/20.

j) NURSE POSITION PROPOSAL / HOURLY RATE INCREASES (2 ACTIONS) (REF. W&M AG. #: 15)

Motion to approve to increase the Nursing Salary (RO91) range to recommended salary level (R104), as presented.

Motion to approve to increase the Health and Medical Program Coordinator (R110) Supervisory Salary range to the recommend salary level, as presented.

7. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach September, 2019 Report / Informational
- b) Wait List Update / Informational

- c) Agency & Community Updates / Informational
- d) Administrative Hearing Update / Informational

e) FY20 MDHHS/CMHSP MANAGED MENTAL HEALTH SUPPORTS & SERVICES CONTRACT

Discussion was held.

Moved by: L. Berry-Bobovski / Seconded by: B. Spalding

Motion to approve the FY20 Managed Mental Health Supports and Services (GF) Contract between the Michigan Department of Health and Human Services and Livingston County Community Mental Health Authority, as presented. Effective 10/1/19 to 9/30/20.

MOTION PASSED 9 / 9

MOTION FAILED /

f) MEMO CITRIX FY20 ANNUAL MAINTENANCE

Discussion was held.

Moved by: M. Pizzimenti / Seconded by: L. Berry-Bobovski

Motion to approve purchase (3) years maintenance from Citrix at a cost of \$34,519.31 at a 10% savings of \$3,835.48 over the (3) years.

MOTION PASSED 9 / 9

MOTION FAILED /

8. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

a) FY20 BUDGET REPORT (REF W&M AG. #2)

Discussion was held.

Moved by: M. Pizzimenti / Seconded by: L. Berry-Bobovski

Motion to approve FY20 Budget as presented.

MOTION PASSED 9 / 9

MOTION FAILED /

b) OPEB: ACTUARIAL VALUATION OF OTHER POST-EMPLOYMENT BENEFITS UNDER GASB STATEMENT NO. 75 AS OF DECEMBER 31, 2018 (REF W&M AG. #3)

Discussion was held.

Moved by: M. Pizzimenti / Seconded by: J. Aubry

Motion to approve LCCMHA to make payments to our MERS trust account for OPEB for FY19 as presented. Funding for recommendation has been built into our FY20 budget. Effective 10/1/19.

MOTION PASSED 9 / 9

MOTION FAILED /

c) **FY20 EMPLOYEE COLA MEMO (REF W&M AG. #4)**

Discussion was held.

Moved by: M. Pizzimenti / Seconded by: L. Berry-Bobovski

Motion to approval of a 2% COLA to our current salary scale, effective in the employee's first pay of FY20 which is 10/11/19.

MOTION PASSED 9 / 9

MOTION FAILED /

d) **MEMO FOR MERS FY20 DB PAYMENT (REF W&M AG. #14)**

Discussion was held.

Moved by: M. Pizzimenti / Seconded by: J. Pfeffer

Motion to approve the "No Phase-in" minimum payment amount to MERS of \$48,485 and if additional funding becomes available we can add an additional \$3,540 per month into a surplus account for FY20 as presented by the MERS Annual Actuarial Valuation Report December 31, 2018. Effective 10/1/19.

MOTION PASSED 9 / 9

MOTION FAILED /

e) **CITRIX SERVER UPDATES (LCCMHA 1901CTX) (REF W&M AG. #16)**

Discussion was held.

Moved by: M. Pizzimenti / Seconded by: J. Aubry

Motion to approve CDW engineering proposal to build a new Citrix farm at a cost of no more than \$18,768, as presented. Effective 10/01/2019.

MOTION PASSED 9 / 9

MOTION FAILED /

f) **SERVER OS, MS OFFICE, EXCHANGE UPDATES (LCCMHA 1902SVR) (REF W&M AG. #17)**

Discussion was held.

Moved by: M. Pizzimenti / Seconded by: L. Berry-Bobovski

Motion to approve CDW proposal to migrate to Windows Server 2019, to migrate to a hybrid install of Microsoft Exchange and to migrate to a new Microsoft Office on-premises installation based on a project-driven technical and financial analysis for a cost of no more than \$141,000, as presented. Effective 10/01/2019.

MOTION PASSED 9 / 9

MOTION FAILED /

g) APPLIED IMAGING – FY20 SERVICE AGREEMENT RENEWALS FOR AGENCY CANON COPIER AND FAX MACHINES (REF. W&M AG. #: 18)

Discussion was held.

ANNUAL MAINTENANCE CONTRACTS FOR PURCHASED MACHINES BETWEEN LCCMHA AND APPLIED IMAGING.

Moved by: M. Pizzimenti / Seconded by: L. Berry-Bobovski

Motion to approve Annual Maintenance Contracts between LCCMHA and Applied Imaging for Canon copiers and facsimiles per attachment rates, as presented. Effective 10/1/19 to 9/30/20.

MOTION PASSED 8 / 9 (J. PLAS NAY)

MOTION FAILED /

ANNUAL MAINTENANCE CONTRACT FOR LEASED CANNON COPIER AT 622 BUILDING

Moved by: M. Pizzimenti / Seconded by: S. Slaton

Motion to Motion to approve Annual Maintenance Contracts between LCCMHA and Applied Imaging for Canon copiers and facsimiles per attachment rates, as presented. Effective 10/1/19 to 9/30/20.

MOTION PASSED 9 / 9

MOTION FAILED /

The Minutes of the September 17, 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: October 9, 2019

b) 09/11/2019 Draft Minutes

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

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

- CMHA Fall Conference at Grand Traverse Resort on October 21st & 22nd

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

a) Thank you note for Congresswomen Elissa Slotkin

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

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

a) Parking Lot Items:

b) THE EXECUTIVE DIRECTOR EVALUATION & CONTACT RENEWAL COMMITTEE / RECOMMENDATIONS

Discussion was held.

Moved by: M. Ikle / Seconded by: J. Plas

Motion to approve The Executive Director Evaluation for FY19 previously approved at the August 27, 2019 Full Board meeting.

MOTION PASSED 9 / 9

MOTION FAILED /

14. CALL TO THE PUBLIC : No Response

15. ADJOURNMENT: THE MEETING ADJOURNED AT 6:56 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

Angela Bowers
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date