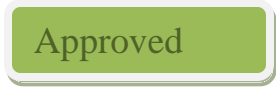


MEETING MINUTES
FULL BOARD
TUESDAY APRIL 28, 2020



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|--|---|--|
| MEMBER(S) ATTENDING VIA TELECONFERENCE ALLOWED PER GOVERNOR EXECUTIVE ORDER 2020-15 | <input type="checkbox"/> OPEN SEAT(VACATED BY 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 checked="" type="checkbox"/> M. SERIO |
| | <input checked="" type="checkbox"/> M. IKLE | <input checked="" type="checkbox"/> S. SLATON |
| | <input checked="" type="checkbox"/> G. MCINTOSH | <input checked="" type="checkbox"/> B. SPALDING - BOARD VICE CHAIR |
| MEMBER(S) ABSENT: | D. BROOKS | |
| OTHERS PRESENT | C. CONKLIN A. BOWERS K. AULETTE | C. SCHAUB |

- CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:00 PM**.
- Governor Executive Order 2020-48 on Open Meeting Act : Temporary Authorization of Remote Participation in Public Meetings and Hearings**

The LCCMHA Board accepted the Governor’s Executive Order 2020-48 on Open Meetings Act: Temporary Authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards. This order is effective from April 14, 2020 to May 12, 2020. This order rescinds previous Executive Order 2020-15.

The Public was allowed to participate in tonight’s LCCMHA’s Zoom Meeting number 980 1625 8754 by using information provided on the LCCMHA website in advance of the meeting.

3. APPROVAL OF AGENDA: AGENDA DATED APRIL 28, 2020

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|---|
| <input type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS PRESENTED. <input checked="" type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS MODIFIED: Moved Item # 9a RPC/FY19 Audited Financial statements Presentation by C. Schaub to Item #6d. Moved by: S. Slaton / Seconded by: M. Ikle <input checked="" type="checkbox"/> MOTION PASSED 8 / 8 <input type="checkbox"/> MOTION FAILED / |
|---|

4. CALL TO THE PUBLIC: None.

5. APPROVAL OF MINUTES:

a) MINUTES OF MEETING DATED MARCH 31, 2020

- MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.
 MOTION TO APPROVE THE MINUTES, AS MODIFIED: Error in meeting date corrected from March 31, 2019 to March 31, 2020.

MOVED BY: **M. Ikle** / SECONDED BY: **L. Berry-Bobovski**

- MOTION PASSED 8 / 8
 MOTION FAILED /

b) MINUTES OF SPECIAL BOARD MEETING DATED APRIL 10, 2020

- MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.
 MOTION TO APPROVE THE MINUTES, AS MODIFIED:

MOVED BY: **S. Slaton** / SECONDED BY: **L. Berry-Bobovski**

- MOTION PASSED 8 / 8
 MOTION FAILED /

6. 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
- 2020 Town Hall Meeting on 05/12/2020 has been cancelled (**Event to be cancelled due to COVID-19**)
 - All Minds Matter Virtual fundraising Run: Virtual runners and walkers who participate will be allowed to submit their times between Wednesday, April 29 and Sunday, May 3rd
 - R. Garber approved the recommendation to move May 26, 2020 Full Board Meeting back to 622 E. Grand River Boardroom from Genesis House
- c) LCCMHA Board review and / or any follow up of March Full Board Items

d) **RPC/ FY19 AUDITED FINANCIAL STATEMENTS PRESENTATION – BY C. SCHAUB**

Discussion was held. M. Ikle was concerned that presented financial audit did not give detailed information on the internal control processes at LCCMHA. He would like information on LCCMHA internal controls. C. Conklin would like a discussion of the specific information that the LCCMHA Board is requesting from an additional audit. Discussion of audit requirements to be brought back at the Ways and Means meeting scheduled for May 19, 2020. The auditor stated that the audit presented was done with consideration of the CMHSP's internal control processes and is in compliance with State standards.

Moved BY: M. Ikle / SECONDED BY: M. Pizzimenti

Motion to approve the Annual Independent Audit for year ending September 30, 2019 (FY19), conducted by Roslund, Prestage & Company, P.C. Certified Public Accountants, as presented with the condition that a LCCMHA specific engagement be discussed at the next Ways and Means Board Committee meeting.

MOTION PASSED 9 / 10 (NAY- J. PLAS)

MOTION FAILED /

7. **CONSENT AGENDA:**

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

- a) Delegated Contract Approach April / 2020 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational

d) **REPORT REGARDING RESOLUTION AUTHORIZING RECEIPT OF FUNDING, SUPPLEMENTAL PAYMENTS TO PROVIDERS, ESTABLISHING CONTRACTS WITH PROVIDERS AND EXPANSION OF THE SPENDING AUTHORITY OF THE EXECUTIVE DIRECTOR IN RESPONSE TO COVID-19 LIVINGSTON COUNTY COMMUNITY MENTAL HEALTH AUTHORITY**

Discussion was held. C. Conklin, Executive Director reported that she has not utilized Resolution Authorizing Receipt of Funding, Supplemental Payments to Providers, Establishing Contracts with Providers and Expansion of the Spending Authority of the Executive Director in Response to COVID-19-Livingston County Community Mental Health Authority to date, but asked that the LCCMHA Board approve an extension for the use of this authority until May 27, 2020.

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

Motion to approve the extension of Resolution Authorizing Receipt of Funding, Supplemental Payments to Providers, Establishing Contracts with Providers and Expansion of the Spending Authority of the Executive Director in Response to COVID-19-Livingston County Community Mental Health Authority until May 27, 2020.

MOTION PASSED 10 / 10

MOTION FAILED /

e) **EMPLOYEE RETIREMENT RECOGNITION RESOLUTION – MAMIE ROUTHIER**

Discussion was held.

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

Motion to approve the Resolution of Mamie Routhier for over 18 years of service at the agency, as presented.

MOTION PASSED 10 / 10

MOTION FAILED /

9. COMMITTEE OF THE WHOLE RECOMMENDATIONS:

- a) ~~RPC/ FY19 Audited Financial Statements Information Presentation by C. Schaub~~ (Moved to Item #6d)
- b) Finance Report / Informational

c) FY20 KALAMAZOO PROBATION ENHANCEMENT PROGRAM (KPEP). EFFECTIVE 4/1/2020 TO 9/30/2020

Discussion was held.

Moved by: S. Slaton / Seconded by: J. Pfeffer

Motion to approve FY20 Contract between LCCMHA and Kalamazoo Probation Enhancement Program for short-term residential, long-term residential and residential room and board services at rates presented. Effective 4/1/2020 to 9/30/2020.

MOTION PASSED 10 / 10

MOTION FAILED /

d) FLATROCK MANOR, INC. FY19 & FY20 CONTRACT AMENDMENT #7 TO ADD LICENSED RESIDENTIAL CLS AND PERSONAL CARE SERVICES FOR CONSUMER #1162080. EFFECTIVE 4/1/2020 TO 9/30/2020.

Discussion was held.

Moved by: L. Berry-Bobovski / Seconded by: J. Pfeffer

Motion to approve FY19 & FY20 Contract Amendment #7 between LCCMHA and Flatrock Manor, Inc. to add Licensed Residential CLS and Personal Care services for Consumer #1162080 at rates presented. Effective 4/1/2020 to 9/30/2020.

MOTION PASSED 10 / 10

MOTION FAILED /

e) RELIAS LEARNING CONTRACT CONTINUATION. EFFECTIVE 07/01/2020 TO 06/30/2021

Discussion was held.

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

Motion to approve the continuation of training services through Relias Learning for 190 LCCMHA users at the rates presented from 7/1/2020 to 6/30/21.

MOTION PASSED 10 / 10

MOTION FAILED /

f) FY20 COMPLETE COUNSELING CENTER FOR MDOC SERVICES EFFECTIVE 4/1/2020 TO 9/30/2020.

Discussion was held.

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

Motion to approve FY20 Contract between LCCMHA and Complete Counseling Center for MDOC services at rates presented. Effective 4/1/2020 to 9/30/2020.

MOTION PASSED 10 / 10

MOTION FAILED /

g) CMHPSM REVISED POLICY #550: OFFICE OF RECIPIENT RIGHTS

Discussion was held.

Moved BY: M. Serio / SECONDED BY: L. Berry-Bobovski

Motion to approve the revised CMHPSM Policy #550: Office of Recipient Rights, as presented.

MOTION PASSED 10 / 10

MOTION FAILED /

h) CMHPSM REVISED POLICY #554: ABUSE AND NEGLECT

Discussion was held.

Moved BY: M. Ikle / SECONDED BY: M. Serio

Motion to approve the revised CMHPSM Policy #554 : Abuse and Neglect, as presented.

MOTION PASSED 10 / 10

MOTION FAILED /

i) CMHPSM REVISED POLICY #566: WORK PERFORMED BY RECIPIENTS

Discussion was held.

Moved BY: S. Slaton / SECONDED BY: J. Plas

Motion to approve the revised CMHPSM Policy #566: Work Performed by Recipients, as presented.

MOTION PASSED 10 / 10

MOTION FAILED /

j) CMHPSM REVISED POLICY #574: NON-DISCRIMINATION IN PROVISION OF SERVICE

Discussion was held.

Moved BY: M. Ikle / SECONDED BY: M. Pizzimenti

Motion to approve the revised CMHPSM Policy #574: Non-Discrimination in Provision of Service, as presented.

MOTION PASSED 10 / 10

MOTION FAILED /

k) **LCCMHA REVISED POLICY #214: TEMPORARY EMERGENCY LEAVE POLICY COVID-19**

Discussion was held.

MOVED BY: M. Ikle / SECONDED BY: M. Serio

Motion to approve the revised LCCMHA Policy #214: Temporary Emergency Leave Policy COVID 19 extending this policy to 06/30/2020.

- MOTION PASSED 10 / 10**
 MOTION FAILED /

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

- a) Event Announcement(s): None Items Noted Below
- Next Regional Board Meeting Date: May 13,2020
 - 04/08/2020 Draft Minutes

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

- a) Event Announcement(s): None Items Noted Below
b) CMHAM Spring Conference postponed until August of 2020(**Due to COVID-19**)

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

- a) Heather Oaks Quarterly Report from March 31, 2020

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

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

- a) Parking Lot Items:
- 1.) Recipient Rights Officer to provide the LCCMHA Board with past years comparison graphs from their annual report during Board Member Recipient Rights training in May of 2020.
 - 2.) Senator Lana Theis, Representatives Hank Vaupel and Anne Bollin attending April LCCMHA Full Board meeting to be cancelled and rescheduled (**Due to COVID-19**).
 - 3.) Town Hall Meeting : May 12, 2020 at LESA Building to be cancelled and rescheduled (**Due to COVID-19**.)

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

15. **ADJOURNMENT:** THE MEETING ADJOURNED AT 7:47 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

Angela Bowers
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date