

**MEETING MINUTES**  
**FULL BOARD**  
**TUESDAY JUNE 30, 2020**



<b>MEMBER(S) ATTENDING VIA TELECONFERENCE ALLOWED PER GOVERNOR EXECUTIVE ORDER 2020-75:</b>	<input type="checkbox"/> OPEN SEAT (VACATED BY J. AUBRY)	<input checked="" type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input 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 type="checkbox"/> G. MCINTOSH	<input checked="" type="checkbox"/> B. SPALDING - BOARD VICE CHAIR
<b>MEMBER(S) ABSENT:</b>	L. BERRY-BOBOVSKI, D. BROOKS, G. MCINTOSH	
OTHERS PRESENT	C. CONKLIN A. BOWERS K. AULETTE	

- CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:00 PM**.
- Governor Executive Order 2020-129 on Open Meeting Act : Temporary Authorization of Remote Participation in Public Meetings and Hearings**

The LCCMHA Board accepted the Governor’s Executive Order 2020-75 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 May 06, 2020 to June 30, 2020. This order rescinds previous Executive Order 2020-75.

The Public was allowed to participate in tonight’s LCCMHA’s Zoom Meeting # 881616 9018 by using information provided on the LCCMHA website in advance of the meeting.

- APPROVAL OF AGENDA: AGENDA DATED JUNE 30, 2020**

<input checked="" type="checkbox"/> <b>MOTION TO APPROVE THE AGENDA, AS PRESENTED.</b> <input type="checkbox"/> <b>MOTION TO APPROVE THE AGENDA, AS MODIFIED:</b> <b>MOVED BY: M. Ikle / SECONDED BY: J. Plas</b> <input checked="" type="checkbox"/> <b>MOTION PASSED 8 / 8</b> <input type="checkbox"/> <b>MOTION FAILED /</b>
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4. CALL TO THE PUBLIC:  None.

5. APPROVAL OF MINUTES: MINUTES OF MEETING DATED MAY 26, 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: **J. Pfeffer**  
 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
- Board Member Recipient Rights Training Rescheduled to July 28, 2020 at 6 pm if meeting in person.
- c) CMHPSM - Appointment of Livingston CMH Board Member(s) Effective July , 2019-By R. Garber, Board Chair:
- Roxanne Garber 3 year term (Term begins 07/2020) renewing term  
Sharon Slaton 2 year term (Term began 07/2019)  
Gary McIntosh 1 year term (Term began 07/2018)
- d) Executive Director Contact / Evaluation Committee -Appointments By Board Chair (3 members)  
Board Chair R. Garber appointed the following members:  
L.Berry-Bobovski – Committee Chair  
R. Garber  
Mary Pizzimenti
- e) RFP Committee for Third party Benefits Administrator /- Appointment by Board Chair of (3 members)  
Board Chair R. Garber appointed the following members:  
M. Ikle – Committee Chair  
S. Slaton  
M. Serio

f) **LIVINGSTON COUNTY CMH STATEMENT ON RACIAL EQUALITY**

Discussion was held.

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

Motion to approve the creation of a LCCMHA Board Sub-Committee that would include LCCMHA staff members to review LCCMHA policies on diversity.

**MOTION PASSED /**

**MOTION FAILED 2 / 6 (R. GARBER, J. PFEFFER, M. PIZZAMENTI, M. SERIO, S. SLATON, B. SPALDING - NAYS)**

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

Motion to approve the Executive Director to create a LCCMHA Staff Diversity Advisory Committee. The main charge of this committee will be to:

1. Review policies on diversity and equality
2. Review hiring practices to support and recruit a more diverse workforce
3. Explore training on anti-discrimination and cultural diversity.

**MOTION PASSED 6 / 2 (J. PLAS AND M. IKLE – NAYS)**

**MOTION FAILED /**

7. **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: M. Serio**

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

**MOTION PASSED 8 / 8**

**MOTION FAILED /**

a) **COURTYARD MANOR OF WIXOM – FY19 AND FY20 CONTRACT AMENDMENT #5 – CONSUMER PLACEMENT (#35022) (REF. W&M AG. #: 2)**

Motion to approve to FY19 & FY20 Contract Amendment #5 between LCCMHA and Courtyard Manor of Wixom for licensed residential services for Consumer #35022 at rates presented, effective 6/22/2020 to 9/30/2020.

b) **B) HEALTHSOURCE SAGINAW – FY20 CONTRACT – INPATIENT HOSPITALIZATION (REF. W&M AG. #: 4)**

Motion to approve FY20 Contract between LCCMHA and HealthSource Saginaw for Inpatient Psychiatric Services at the rates presented. Effective 7/1/2020 to 9/30/2020.

c) **EMPLOYEE RETIREMENT RECOGNITION RESOLUTION - ANNA MARIE GONZALES (REF. W&M AG. #: 6)**

Motion to approve the Resolution of Recognition to Anna Marie Gonzales for 16 years of service at the agency, as presented.

d) **STAFF VACATION/FLOATING HOLIDAY DONATION REQUEST (JG) (REF. W&M AG. #: 7)**  
Motion to approve a one-time exception to allow staff, on a strictly voluntary basis to donate up to 8 hours vacation/floating holiday time, in hourly units, to be used for employee, JG not to exceed approved FMLA leave.

e) **LCCMHA REVISED POLICY #214: TEMPORARY EMERGENCY LEAVE POLICY - COVID-19 (REF. W&M AG. #: 8)**  
Motion to approve LCCMHA Revised Policy #214: Temporary Emergency Leave Policy - COVID19, as presented.

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

- a) Delegated Contract Approach June 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 / Informational
- e) LCCMHA Re-Opening Process and Protocols / Informational

f) **RESCARE PREMIER, INC. FY19 & FY20 CONTRACT AMENDMENT #6 -CONSUMER PLACEMENT (# 262880)**  
Discussion was held.  
**Moved BY: J. Pfeffer / SECONDED BY: S. Slaton**  
Motion to approve FY19 & FY20 Contract Amendment #6 between LCCMHA and ResCare Premier, Inc at rate presented for Consumer #262880. Effective 6/29/2020 to 9/30/2020.

**MOTION PASSED 8 / 8**  
 **MOTION FAILED /**

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

a) **PRADER WILLI HOMES OF OCONOMOWOC, WI – FY19 AND FY20 CONTRACT AMENDMENT #1 – COVID RATE (REF. W&M AG. #: 3)**

Discussion was held.

**Moved by: M. Pizzimenti / Seconded by: M. Serio**

Motion to approve FY19 & FY20 Contract Amendment #1 between LCCMHA and Prader Willi Homes of Oconomowoc, WI for out-of-home respite COVID rate for consumer #50079 at rate presented. Effective 7/1/2020 to 9/30/2020

**MOTION PASSED 6 / 2 ( M IKLE AND J PLAS NAY)**

**MOTION FAILED /**

b) **MUNIS EXECU TIME (REF. W&M AG. #: 5)**

Discussion was held.

**Moved by: M. Pizzimenti / Seconded by: M. Serio**

Motion to approve the one-time fees (license, implementation, project management) for the purchase of ExecuTime Module from Tyler Technologies. Costs not to exceed \$33,680.00. Effective 7/1/2020.

**MOTION PASSED /**

**MOTION FAILED 3 / 5 ( M. IKLE, J. PLAS, M. SERIO, S. SLATON, B, SPALDING - NAYS)**

**Moved by: S. Slaton / Seconded by: M. Serio**

Motion to approve the purchase of Time Clocks Plus. Annual costs not to exceed \$36 per employee, an implementation costs not to exceed \$16,013. Effective 07/01/2020 to 07/01/2021.

**MOTION PASSED 5 / 3 (M. IKLE, J. PLAS, B. SPALDING- NAY)**

**MOTION FAILED /**

**Moved by: J. Plas / Seconded by: M. Serio**

Motion to approve a friendly amendment by J. Plas to include an RFP for our entire Enterprise Resource Planning (ERP) software, to S. Slaton's motion listed above.

**MOTION PASSED /**

**MOTION FAILED 0 / 8**

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

Motion to create an RFP for our Enterprise Resource Planning (ERP) software to be brought back to the September Full Board Meeting.

**MOTION PASSED 7 / 1 ( S. SLATON - NAY)**

**MOTION FAILED /**

The Minutes of the June 23, 2020 meeting of Ways & Means Committee were presented for review.

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

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

- Next Regional Board Meeting Date: July 08, 2020

b) June 10, 2020 Draft Minutes

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

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

- 2020 Spring Conference moved to August 2020, may be a virtual meeting

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

a) MDHHS Office of Recipient Rights 2020 Rights System Assessment Report

b) Letter to LCCMHA Board from employee

c) Letter of Appreciation from consumer's family regarding staff

**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 July of 2020 if meeting in person.

2. Senator Lana Theis, Representatives Hank Vaupel and Anne Bollin will be contacted to reschedule participation at a LCCMHA Full Board meeting after COVID-19 restriction is lifted.

3. Town Hall Meeting was cancelled for May 12th and will be rescheduled (Due to COVID-19)

4. Board would like to discuss LCCMHA Finance funding in more detail after COVID-19 restriction is lifted.

5. Board would like to discuss Agency audits in more detail after COVID-19.

6. LCCMHA By-Laws and Board Structure to be included on the agenda for Full Board Meeting July of 2020.

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

**16. ADJOURNMENT: THE MEETING ADJOURNED AT 8:32 PM**

**RESPECTFULLY SUBMITTED:**

**APPROVED BY:**

\_\_\_\_\_  
**Angela Bowers**  
RECORDING SECRETARY

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

\_\_\_\_\_  
**Date**