

MEETING MINUTES
FULL BOARD
TUESDAY SEPTEMBER 29, 2020

DRAFT

MEMBERS PRESENT:	<input type="checkbox"/> OPEN SEAT (VACATED BY J. AUBRY)	<input 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 type="checkbox"/> G. MCINTOSH	<input checked="" type="checkbox"/> B. SPALDING - BOARD VICE CHAIR
MEMBER(S) ABSENT:	G. MCINTOSH, J. PFEFFER, D. BROOKS	
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 EXECUTIVE ORDER No. 2020-154: ALTERNATIVE MEANS TO CONDUCT GOVERNMENT BUSINESS DURING THE COVID-19 PANDEMIC** THIS ORDER IS EFFECTIVE IMMEDIATELY AND REMAINS IN EFFECT DURING ANY STATE OF EMERGENCY OR STATE OF DISASTER ARISING OUT OF THE COVID-19 PANDEMIC, AND FOR 28 DAYS THEREAFTER TO THE EXTENT NECESSARY TO PERMIT RELIABLE SCHEDULING OF HEARINGS AND MEETINGS UNDER PARTS I AND III. A PROVISION OF THIS ORDER WILL PREVAIL OVER ANY CONFLICTING PROVISION OF A LOCAL CHARTER, ORDINANCE, OR RULE THIS ORDER SUPERSEDES SECTIONS 2 AND 3 OF EXECUTIVE DIRECTIVE 2020-2. RESCISSION OF EXECUTIVE ORDERS 2020-129, 2020-132, AND 2020-141 THE PUBLIC ALLOWED TO PARTICIPATE IN LCCMHA’S ZOOM MEETING WITH INFORMATION POSTED AT MEETING SITE AND ON LCCMHA WEBSITE.
- APPROVAL OF AGENDA:** AGENDA DATED SEPTEMBER 29, 2020

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
 MOTION TO APPROVE THE AGENDA, AS MODIFIED: J. PLAS REQUESTED ITEM # 6d: MOTION TO REMOVE D. BROOKS FROM LCCMHA BOARD WAS ADDED TO THE AGENDA
MOVED BY: S. Slaton / SECONDED BY: M. Serio
 MOTION PASSED 8 / 8
 MOTION FAILED /

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

5. **APPROVAL OF MINUTES:** MINUTES OF MEETING DATED AUGUST 25, 2020

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: 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

- J. Plas to have 4 committee meetings on the Revision CMHAM By-laws

b) Event Announcement(s): None Item(s) Noted Below

- CMHAM Virtual Conference the week of October 26, 2020 - M Serio & J. Plas to attend

c) Executive Director Annual Performance Evaluation and Contract renewal Committee Summary Report – Informational

d) **REMOVAL OF D. BROOKS FROM THE LCCMHA BOARD**

Discussion was held. C. Conklin and R. Garber have both reached out to D. Brooks. According to the LCCMHA By-laws any member with (3) consecutive absences for regularly scheduled Board meetings without justifiable excuse shall be reported to the County Board of Commissioners, as determined and directed by the Board. D. Brooks has not attended a LCCMHA Board Meeting in 2020.

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

Motion to approve removing D. Brooks from the LCCMHA Board effective 09/29/2020.

MOTION PASSED 8 / 8

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 7 / 1 (J. PLAS NAY)

MOTION FAILED /

a) **FY21 BUDGET REPORT (REF. W&M AG. #: 2)**

Motion to approve the FY21 Budget, as presented.

b) MATEM, LLC - FOURTH ADDENDUM TO THE COMMERCIAL LEASE AGREEMENT BETWEEN MATEM AND LCCMHA FOR ENGAGEMENT CENTER LEASE (REF. W&M AG. #: 3)

Motion to approve a Fourth 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 10/1/2020 to 9/30/2021.

c) TYLER TECHNOLOGIES FY21 MAINTENANCE AGREEMENT (REF. W&M AG. #: 4)

Motion to approve an amendment to the agreement dated August 8, 2011 between Tyler Technologies and LCCMHA to provide MUNIS (Finance) software and service at an annual cost of \$37,879.28, as presented. Effective 10/1/20 to 9/30/21.

d) MMRMA FY21 RENEWAL (REF. W&M AG. #: 5)

Motion to approve the FY21 annual contribution with MMRMA for the Authority's risk insurance policy from 10/01/2020 through 09/30/2021 in the amount of \$47,125. Effective 10/1/2020.

e) FY21 & FY22 CONTRACT WITH RCHI AND ALS FOR IN COUNTY LICENSED RESIDENTIAL (REF. W&M AG. #: 6)

Motion to approve FY21 & FY22 in county group home budgets with Adult Learning Systems and Renaissance Community Homes, as presented. Effective 10/1/2020.

f) MSU - CONTRACT AMENDMENT TO INCREASE HOURS TO "UP TO 20 HOURS PER WEEK"-REVISED 09/21/2020 (REF. W&M AG. #: 8)

Motion to approve Contract Amendment #2 between LCCMHA and Michigan State University with name change from Michigan State University to MSU Health Care, Inc. effective 7/1/2020 and to increase psychiatric service up to 20 hours per week at \$200 per hour, as presented. Effective 10/1/2020 to 9/30/2021, as presented.

g) MRS FY21 INTERAGENCY CASH TRANSFER AGREEMENTS (LCCMHA, GENESIS, LESA) (REF. W&M AG. #: 11)

Motion to approve three FY21 Interagency Cash Transfer Agreements (LESA, Genesis House, and CMH) between Michigan Rehabilitation Services and LCCMHA for the funding of employment services for LCCMHA consumers, as presented. Effective 10/1/20 to 9/30/21.

h) OPEB: ACTUARIAL VALUATION OF OTHER POST - EMPLOYMENT BENEFITS UNDER GASB STATEMENT NO. 74 & 75 AS OF DECEMBER 31, 2019 (REF. W&M AG. #: 13)

Motion to approve LCCMHA to contribute \$200,000 to our MERS trust account for OPEB for FY21, as presented. Effective 10/1/2020.

**i) FY21 & FY22 SUD PROVIDERS - RATE INCREASE- REVISED 09/21/2020
(REF. W&M AG. #: 14)**

Motion to approve FY21 and FY22 rate increases for service codes for SUD providers, as presented. Effective 10/1/2020 to 9/30/2022.

j) MEMO FOR THE JAIL DIVERSION PROGRAM (REF. W&M AG. #: 16)

Motion to approval of the Jail Diversion Program, as presented. Effective 10/01/2020.

k) CMHPSM REVISED POLICY #383 : CUSTOMER SERVICES POLICY (REF. W&M AG. #: 17)

Motion to approve revised CMHPSM Policy #383: Customer Service Policy, as presented.

l) LCCMHA REVISED POLICY #214 : TEMPORARY EMERGENCY LEAVE POLICY (REF. W&M AG. #)

Motion to approve revised LCCMHA Policy #214: Emergency Leave Policy, as presented.

8. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach September 2020 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Update / FY21 State Budget Report / Informational

d) FY21-FY22 CLS CONTRACTS, GRADUATED RATES

Discussion was held.

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

Motion to approve the graduated rates for H2015 and T2027 codes for the providers listed above at the rates presented. Effective 10/01/2020 to 09/30/2022.

MOTION PASSED 7 / 0

MOTION FAILED /

e) FY21 MANAGED MENTAL HEALTH SUPPORTS AND SERVICES GENERAL FUND (GF) CONTRACT BETWEEN THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES AND LIVINGSTON COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

Discussion was held.

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

Motion to approve the FY21 Managed Mental Health Supports and Services General Fund (GF) Contract between the Michigan Department of Health and Human Services and Livingston County Community Mental Health Authority, as presented. Effective 10/1/20 to 9/30/21.

MOTION PASSED 7 / 0

MOTION FAILED /

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

- a) **WASHTENAW COUNTY CMH CONTRACT FOR FY21 MASTER EARNED REVENUE EXCHANGE SERVICES AGREEMENT - TWO (2) RECIPIENT RIGHTS OFFICERS AND ONE (1) WASHTENAW STAFF TO PROVIDE FAIR HEARING AND LOCAL APPEAL SERVICES (REF. W&M AG. #7)**

Discussion was held.

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

Motion to to approve FY21 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 10/1/2020 to 9/30/202

MOTION PASSED 4 / 3 (S. SLATON, M.IKLE AND B. SPALDING - NAY)

MOTION FAILED /

- b) **B) FY21 RETIREE EMPLOYEE COLA MEMO (REF. W&M AG. #9)**

Discussion was held.

MOVED BY: M. Ikle / SECONDED BY: S. Slaton

Motion to approve authorizing a valuation report from MERS to determine the costs of a 1% and 2% COLA for Retiree's in FY21.

MOTION PASSED 7 / 0

MOTION FAILED /

- c) **c) FY21 EMPLOYEE COLA MEMO (REF. W&M AG. #10)**

Discussion was held.

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

Motion to approval of a 2% COLA to our current salary scale. Effective 10/4/20.

MOTION PASSED 7 / 0

MOTION FAILED /

- d) **MEMO FOR MERS FY21 DB PAYMENT (REF. W&M AG. #12)**

Discussion was held.

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

Motion to approve the "No Phase-in" minimum monthly payment amount to MERS of \$46,082 and if additional funding is available we will add an additional \$93,000 into the surplus account for FY21 as presented by the MERS Annual Actuarial Valuation Report December 31, 2019. Effective 10/1/2020.

MOTION PASSED 4 / 3 (S. SLATON, M. IKLE AND B. SPALDING - NAY)

MOTION FAILED /

e) **MEMO FROM THE RFP SUBCOMMITTEE WITH RECOMMENDATION FOR THIRD PARTY ADMINISTRATOR CONTRACT FOR EMPLOYEE BENEFITS (REF. W&M AG. #15)**

Discussion was held.

MOVED BY: M. Pizzimenti / SECONDED BY: S. Slaton

Motion to approve contract with HUB International in the amount of \$13,224.00 annually, as presented. Effective 10/1/2020-12/31/2023.

MOTION PASSED 6 / 1 (M. IKLE - NAY)

MOTION FAILED /

f) **COVID-19 PREMIUM PAY WAGE INCREASE TO PROVIDERS (REF. W&M AG. #19)**

Discussion was held.

MOVED BY: M. Pizzimenti / SECONDED BY: S. Slaton

Motion to approve an increase to the FY21 & FY22 contract(s) for the above providers to increase current rates included in the Premium Pay wage pass through for service codes for the month of October, as presented. Effective 10/1/2020 to 10/31/2020.

MOTION PASSED 7 / 0

MOTION FAILED /

The Minutes of the September 22, 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: October 14, 2020

b) 09/09/2020 Draft Minutes

c) 09/23/2020 Special Board Meeting Draft Minutes

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

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

- Fall Virtual Conference to be held the week of October 26, 2020

b) 08/25/2020 Joint Member Services and Officers Minutes

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

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 at next in-person LCCMHA Board meeting.
- 2. Senator Lana Theis, Representatives Hank Vaupel and Anne Bollin have been contacted to schedule participation at a LCCMHA Board meeting as soon as it can be arranged (Fall 2020).
- 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. Board Members to submit questions on COVID-19 for Livingston County Health Department to Executive Director.

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

15. ADJOURNMENT: **THE MEETING ADJOURNED AT 7:25 PM**

RESPECTFULLY SUBMITTED:

APPROVED BY:

Angela Bowers
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date