



**MEETING MINUTES**  
**FULL BOARD**  
**TUESDAY NOVEMBER 24, 2020**

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

- CALL TO ORDER:** Meeting called to order by: R. Garber at 6:01 PM.
- Senate Bill 1108 signed 10/16/2020 effective immediately allowing public sector bodies to conduct public meetings remotely during the COVID-19 pandemic**  
 This order supersedes sections 2 and 3 of Executive Directive 2020-2.  
 Rescission of Executive Orders 2020-129, 2020-132, 2020-141, and 2020-154

**Roll call - Board Members must also identify the county, city, township, or village and state where they are participating from.**

**Below is the identified locations of the attending LCCMHA Board Members:**

- Lisa Berry-Bobovski- Beaver Island, Charlevoix County, Michigan
- Roxanne Garber- Brighton Township, Livingston County, Michigan
- Matt Ikle- Genoa Township, Livingston County, Michigan
- Gary McIntosh- Howell Township, Livingston County, Michigan
- Joanne Pfeffer- Pinckney, Livingston County, Michigan
- Mary Pizzimenti- Brighton, Livingston County, Michigan
- Jan Plas- Green Oak Township, Livingston County Michigan
- Mary Serio- Howell, Livingston County, Michigan
- Sharon Slaton- Brighton Township, Livingston County, Michigan

3. **APPROVAL OF AGENDA: AGENDA DATED NOVEMBER 24, 2020**

- MOTION TO APPROVE THE AGENDA, AS PRESENTED.
- MOTION TO APPROVE THE AGENDA, AS MODIFIED: REMOVED ITEM 6d: 2021 BOARD OFFICER'S- NOMINATING COMMITTEE RECOMMENDATIONS PER THE REQUEST OF COMMITTEE CHAIR S. SLATON AND MOVED ITEM TO THE DECEMBER 15, 2020 AGENDA.
- MOVED BY: M. Serio / SECONDED BY: S. Slaton**
- MOTION PASSED 8 / 0
- MOTION FAILED /

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

5. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED OCTOBER 27, 2020**

- 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. Pfeffer**
- MOTION PASSED 8 / 0
- 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
- LCCMHA Staff and Board Holiday Parties (Discussion of alternate celebrations)
- c) 2021 Board and Committee Dates Final dates for Approval
- d) 2021 Board Officers -Nominating Committee Recommendations – Removed from agenda. Will come back to the LCCMHA Board at the December 15, 2020 per the request of Committee Chair S. Slaton.
- e) LCCMHA Board Members with terms ending on 12/31/2020 (J. Plas, M. Ikle, M. Pizzimenti). J. Plas states that he will not be renewing his appointment to the LCCMHA Board after 20 years of service to the agency when it expires on 12/31/2020. M. Ikle and M. Pizzimenti requested to renew their appointments with the BOC in Livingston County.

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: L. Berry-Bobovski**

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

- MOTION PASSED 8 / 0
- MOTION FAILED /

**a) CENTRIA HEALTHCARE - FY21 & FY22 CONTRACT AMENDMENT #1- PDN NURSING SERVICES (REF. W&M AG. #: 2)**

Motion to approve FY21 & FY22 Contract Amendment #1 between LCCMHA and Centria Healthcare, LLC to add private duty nursing services codes at rates, as presented. Effective 11/25/2020 to 9/30/2022.

**b) KEY DEVELOPMENT - FY21 AND FY22 CONTRACT FOR SUBSTANCE ABUSE SERVICES (REF. W&M AG. #: 3)**

Motion to approve FY21 and FY22 Contract between LCCMHA and Key Development Center for Substance Abuse Services at rates, as presented. Effective 10/1/2020 to 9/30/2022.

**c) LIVINGSTON COUNTY CATHOLIC CHARITIES - FY21 AND FY22 CONTRACT FOR SUBSTANCE ABUSE SERVICES (REF. W&M AG. #: 4)**

Motion to approve FY21 and FY22 Contract between LCCMHA and Livingston County Catholic Charities for Substance Abuse Services at rates, as presented. Effective 10/1/2020 to 9/30/2022.

**d) HAVENWYCK - FY21 AND FY22 CONTRACT FOR PSYCHIATRIC INPATIENT SERVICES (REF. W&M AG. #: 6)**

Motion to approve a FY21 and FY22 Contract between LCCMHA and Havenwyck Hospital for Psychiatric Inpatient Services at \$725 per day, as presented. Effective 12/1/2020 to 9/30/2022.

**e) STAFF VACATION / FLOATING HOLIDAY DONATION REQUEST (MB) (REF. W&M AG. #: 9)**

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, MB not to exceed approved FMLA leave.

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

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

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

**a) BURKHART GROUP HOME - FLOORING REPLACEMENT (REF. W&M AG. #5)**

Discussion was held.

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

Motion to approve the replacement of flooring at the Burkhardt Road group home for a cost not to exceed \$18,000. Effective 11/25/2020.

**MOTION PASSED 9 / 0**

**MOTION FAILED /**

**b) RETIREE COLA VALUATION (REF. W&M AG. #7)**

Discussion was held.

**MOVED BY: M. Pizzimenti / SECONDED BY: J. Plas**

Motion to approve a 1% Retiree COLA to be effective January 01, 2021.

**MOTION PASSED 9 / 0**

**MOTION FAILED /**

Discussion was held.

**c) BY-LAWS/ DISCUSSION : RECOMMENDATION FOR ANY CHANGES (REF. W&M AG. #8)**

Discussion was held.

**PURCHASE:**

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

Motion to approve the following changes to the LCCMHA By-laws:

1.) Name change from Michigan Association of Community Mental Health Boards to be changed to Community Mental Health Association of Michigan on page 2 under Article III D Section D Subsection E in the 01/29/2019 Board approved By-laws.

2.) The word "stay" be should be removed from page 4 under Article V Section A in the second sentence of the 01/9/2019 Board approved By-laws.

**MOTION PASSED 9 / 0**

**MOTION FAILED /**

The Minutes of the November 17, 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: December 09, 2020
  - 11/11/2020 Draft Minutes

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

- a) Event Announcement(s):  None  Items Noted Below
- M. Serio shared information that she has learned from watching the recording of the CMHAM 2020 Fall Virtual Conference.

**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). Need to update to include Representative Bob Bezotte in new year.
  - 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. C. Conklin to contact LETS for information for the Board on the services that they provide.
  - 7. A policy or procedure that would allow the Executive Director 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 an employee who would meet established criteria. (Update of Delegated Authority Policy #348)

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

**15. ADJOURNMENT:** THE MEETING ADJOURNED AT 7:20 PM

**RESPECTFULLY SUBMITTED:**

**APPROVED BY:**

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

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

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