

MEETING MINUTES
FULL BOARD
TUESDAY JANUARY 31, 2023

Approved

MEMBERS PRESENT:	<input type="checkbox"/> OPEN SEAT (VACATED BY G. MCINTOSH)	<input checked="" type="checkbox"/> C. NAGY
	<input checked="" type="checkbox"/> L. BERRY-BOBOVSKI	<input checked="" type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input checked="" type="checkbox"/> P. BRIDGE	<input checked="" type="checkbox"/> M. PIZZIMENTI
	<input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR	<input checked="" type="checkbox"/> M. SERIO - VICE & COMM. CHAIR
	<input checked="" type="checkbox"/> M. IKLE	<input checked="" type="checkbox"/> S. SLATON
	<input checked="" type="checkbox"/> M. KOZAK	<input checked="" type="checkbox"/> S. VANDEMERGEL
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MEMBER(S) ABSENT:		
OTHERS PRESENT	C. CONKLIN	
	K. AULETTE	
	A. BOWERS	

- CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:00 PM**.
- Roll Call:** LCCMHA WILL BE DOING A HYBRID IN-PERSON AND VIRTUAL ZOOM MEETING FOR THE PUBLIC.
- APPROVAL OF AGENDA:** AGENDA DATED JANUARY 31, 2023

- | |
|---|
| <input checked="" type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS PRESENTED. |
| <input type="checkbox"/> MOTION TO APPROVE THE AGENDA, AS MODIFIED: |
| Moved by: M. Serio / Seconded by: S. Vandemergel |
| <input checked="" type="checkbox"/> MOTION PASSED 10 / 0 |
| <input type="checkbox"/> MOTION FAILED / |

- CALL TO THE PUBLIC:** None.
- APPROVAL OF MINUTES:** MINUTES OF MEETING DATED DECEMBER 13, 2022

- | |
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| <input checked="" type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF. |
| <input type="checkbox"/> MOTION TO APPROVE THE MINUTES, AS MODIFIED: |
| Moved by: M. Pizzimenti / Seconded by: L. Berry-Bobovski |
| <input checked="" type="checkbox"/> MOTION PASSED 10 / 0 |
| <input type="checkbox"/> MOTION FAILED / |

- BOARD ADMINISTRATION:** None Item(s) Noted Below
 - Per-Diem for Special Meetings / Functions: None Items Noted Below
M. Serio attending the CMHAM 2023 Winter Conference

- b) Event Announcement(s): None Item(s) Noted Below
 - CMHAM Winter Conference: Radisson Plaza Hotel Kalamazoo, MI February 7th & 8th
- c) Livingston County Board of Commissioners:
 - Resolution number 2022-12-191 approving re-appointments to the LCCMHA Board for:
 - Lisa Berry-BobovskiTerm expires 12.31.2025
 - Patrick BridgeTerm expires 12.31.2025
 - Joanne Pfeffer Term expires 12.31.2025
 - Mary Serio.....Term expires 12.31.2025

7. CONSENT AGENDA:

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

CONSENT AGENDA APPROVAL

Discussion was held.

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

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

MOTION PASSED 10 / 0

MOTION FAILED /

a) FY23-24 CONTRACT AMENDMENT #2 FOR GUARDIAN TRAC - RATE INCREASE (REF. W&M AG. #: 3)

Motion to approve FY23 and FY24 Contract Amendment #2 between LCCMHA and Guardian Trac (aka GT Independence) for monthly Fiscal Intermediary service at increased rate as presented. Effective 2/1/2023 to 9/30/2024.

b) RECIPIENT RIGHTS OFFICE ANNUAL REPORT FY21-22 (2 ACTIONS) (REF. W&M AG. #: 4)

Motion#1 to accept the Recipient Rights Annual Report.

Motion#2 to approve to continue to fund the Recipient Rights Office at its current staffing levels – 2 FTE's.

c) MEMO: BARRACUDA THREAT PROTECTION FOR IT (REF. W&M AG. #: 5)

Motion to approve to add to our Barracuda service level to the Email Protection Advanced tier (\$10,490) and add the Security Awareness Training product (\$3,647) for a total of (\$14,137) from CDW, with services to co-terminate 03/29/2025 with our current Basic Tier service. Effective: 01/31/2023

d) FY23 AND FY24 DR. MANZAR RAJPUT CONTRACT AMENDMENT #1 – STIPEND FOR NP COLLABORATION (REF. W&M AG. #: 6)

Motion to approve FY23 and FY24 Contract Amendment #1 between LCCMHA and Manzar Rajput, MD for monthly nurse practitioner collaboration and supervision stipend at \$1,500 per month, as presented. Effective 2/1/2023 to 9/30/2024.

e) MEMO: REQUESTING THE CREATION OF ONE (1) NEW RFT FACILITIES AND MAINTENANCE TECHNICIAN POSITION WITH JOB DESCRIPTION (2 ACTIONS) (REF. W&M AG. #: 7)

Motion #1 to approve the new position, Facilities and Maintenance Technician at Grade level 107, as presented, effective 2/1/2023.

Motion #2 to approve the new job description titled, Facilities and Maintenance Technician at Grade level 107, as presented, effective 2/1/2023.

f) 2020 EAST GRAND RIVER LLC ADDENDUM TO THE COMMERCIAL LEASE AGREEMENT FOR RENTAL OF COMMERCIAL SPACE LOCATED AT 2020 E. GRAND RIVER, SUITE 102, HOWELL, MI (REF. W&M AG. #: 8)

Motion to approve a Seventh Addendum to the Commercial Lease Agreement between 2020 East Grand River LLC and LCCMHA for rental of commercial space located at 2020 E. Grand River, Suite 102, Howell, MI, at \$1,750 per month, as presented. Effective 12/15/2022 to 9/30/2023.

g) FY23-24 CONTRACT AMENDMENT #1 FOR WORK SKILLS - CODE UPDATE (REF. W&M AG. #: 9)

Motion to approve FY23 and FY24 Contract Amendment #1 between LCCMHA and Work Skills Corporation to revise billing codes, contract rates as presented. Effective 10/1/2022 to 9/30/2024..

8. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract Approach January 2023 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational
- d) CMH PARTNERSHIP WITH MDHHS DOCUMENT

9. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

The Minutes of the January 24, 2023 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: 02/08/2023
 - Draft Minutes from 12/14/2022 Meeting

11. CMHAM: None Item(s) Noted Below

- a) Event Announcement(s): None Items Noted Below
 - CMHA Winter Conference: Radisson Plaza Hotel Kalamazoo, MI February 7 & 8, 2023

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

- a) Heather Oaks Quarterly Report

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

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

a) **PARKING LOT ITEMS:**

- 1) Senator Lana Theis, Representatives Bob Bezotte, and Anne Bollin to be contacted to request participation at LCCMHA Board Meeting target date March 2023.
- 2) Board member tour of Genesis House to be scheduled in March/April.
- 3) Board member review of the Delegated Authority Policy.
- 4) ~~Recipient Rights Committee open seat clarification.~~ Removed as a parking lot item. This information was provided to LCCMHA Board during the 01/31/2023 Full Board Meeting.

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

16. ADJOURNMENT: **THE MEETING ADJOURNED AT 6:40 PM**

RESPECTFULLY SUBMITTED:

APPROVED BY:

Angela Bowers
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date