

**Shiawassee County Community Mental Health Authority  
Finance and Facilities Committee – Minutes  
October 19, 2015**

**Members Present:** Mark Miller (Chair), Vicki Bocek, Bruce Cadwallender, John Horvath, Jerry Walden

**Members Absent:** Gary Holzhausen

**Others Present:** Lindsey Hull, Interim Chief Executive Officer; Amy Keinath, Chief Financial Officer; Phil Heavilin, Facilities Manager; Jamie Burke, Executive Assistant (Minutes)

Topic	Key Discussion	Actions
1. Call to Order		The meeting was called to order by Chairperson Miller at 4:31 p.m.
2. Approval of the Agenda	L. Hull added to the agenda New Directions as item #11, moving the other items down.	<b>MOTION BY CADWALLENDER, SUPPORTED BY BOCEK</b> to approve the agenda as amended. All ayes, motion carried.
3. Public Comment	No public is present.	
<b>Unfinished Business- None</b>		
<b>New Business</b>		
4. Review of Vouchers	CFO, A. Keinath, reviewed the following Vouchers, and answered any questions: a) AP-2511 in the amount of \$233,216.91 b) AP-2512 in the amount of \$231,090.62 c) AP-2513 in the amount of \$283,009.42 d) AP-2514 in the amount of \$301,911.47	<b>MOTION BY HORVATH, SUPPORTED BY BOCEK,</b> to recommend to the Board the approval of Vouchers AP-2511, AP-2512, AP-2513, and AP-2514, totaling \$1,049,228.42 as presented. All ayes, motion carried.
5. Financial Report	A. Keinath reviewed the Financial Report ending 09/30/15. Ms. Keinath reported that the Financial Audit by Rehmann Robson will begin November 23, 2015. As a result of this financial	Informational only; No action needed.

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	statement audit, some of the financials for the end of FY2015 may change.	
6. Contract Report	A. Keinath reviewed the contract requests for the month of October, 2015. Ms. Keinath noted the funding from MSHN is an estimation that could be higher or lower, based on consumer eligibility. The Shelter Plus Care apartment is part of the grant from MDHHS, this is the 4 <sup>th</sup> apartment to complete this grant.	<b>MOTION BY HORVATH, SUPPORTED BY CADWALLENDER</b> to recommend to the full board approval of the contracts as presented. All ayes, motion carried.
7. Snow Removal Bids	P. Heavilin informed the committee that a request for bids was completed by Clark Bowman prior to his departure. The committee was presented with the results of the bid.	<b>MOTION BY HORVATH, SUPPORTED BY BOCEK</b> to recommend to the full board Sunburst Gardens for the 2015-16 snow removal and salt bids. All ayes, motion carried.
8. iPad Replacement	A. Keinath presented the committee an iPad replacement plan for the current 62 iPads, which was developed by the IT department. In order to eliminate a massive replacement, the plan would be to replace approximately 1/3 of the stock each year beginning in October 2015.	<b>MOTION BY HORVATH, SUPPORTED BY BOCEK</b> to table this item and have Dirk Love present the IT Plan for insight and education on the iPad replacement plan before it is recommended to the Board. It was also recommended to test the new iPads for clinical effectiveness in the field by completing a test.
9. Public Employer Contributions to Medical Benefit Plans	A. Keinath reviewed with the committee the public employer contributions to medical benefit plans annual cost limitations for FY16. The hard cap increased to 2.5%.	Information only; No action needed.
10. Retiree Pension Cost of Living Adjustment	L. Hull reviewed with the committee the Retiree COLA. The cash contribution that would be required is \$99,676 to provide retirees with a 2% COLA. SCCMHA elected to make cash contributions for plan years 2014 and 2015, \$80,923 and \$86,918 in order to meet the MERS requirement and	<b>MOTION BY HORVATH, SUPPORTED BY CALWALLENDER</b> to recommend to the full board to not provide a cost of living adjustment to retirees and to continue to fund the net pension liability as approved at the May 2015 Board Meeting.

Topic	Key Discussion	Actions
	provide retirees with a COLA. The priority is to get the pension plan fully funded. The agency is spending \$10,000 per month for ten years to achieve that.	
11. New Directions	P. Heavilin discussed ongoing sewer issues at New Directions that may require excavation and New Directions closures.	P. Heavilin will continue to keep the committee up to date on the sewer issues.
12.Next Meeting		The next meeting will be November 16, 2015.
13.Adjourn		The meeting was adjourned at 5:30 p.m.

These minutes were approved by the SCCMHA Board of Directors on November 23, 2015.