

**Shiawassee County Community Mental Health Authority
Finance and Facilities Committee – Minutes
January 18, 2016**

Members Present: John Horvath (Vice Chair), Vicki Bocek, Bruce Cadwallender, Gary Holzhausen, Jerry Walden

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

Topic	Key Discussion	Actions
1. Call to Order		The meeting was called to order by Vice-Chair John Horvath at 5:35 p.m.
2. Approval of the Agenda		MOTION BY CADWALLENDER, SUPPORTED BY HOLZHAUSEN to approve the agenda as presented. All ayes, motion carried.
3. Public Comment	No public is present.	
Unfinished Business- None		
New Business		
4. Review of Vouchers	CFO, A. Keinath, reviewed the following Vouchers, and answered any questions: a) AP-2524 in the amount of \$125,676.96 b) AP-2525 in the amount of \$103,465.40 c) AP-2526 in the amount of \$257,411.04 d) AP-2527 in the amount of \$201,902.62	MOTION BY BOCEK, SUPPORTED BY HOLZHAUSEN to recommend to the Board the approval of Vouchers AP-2524, AP-2525, AP-2526, and AP-2527 totaling \$688,456.02 as presented. All ayes, motion carried.
5. Financial Report	A.Keinath reviewed the financials with the committee.	Informational only; No action needed.
6. Contract Report	A. Keinath reviewed the contract requests for the month of January 2016.	MOTION BY CADWALLENDER, SUPPORTED BY BOCEK to recommend to the full board approval of the community hospitalization contract from Forest View Hospital. All ayes, motion carried.

Topic	Key Discussion	Actions
6. Vehicle Bids	P. Heavilin presented to the committee proposed 2016 fleet purchases for the replacement of three 15-passenger vans for the ESB programs, and a mini-van for New Directions.	MOTION BY HOLZHAUSEN, SUPPORTED BY CADWALLENDER to recommend to the full board the purchase of three 15-passenger Ford Transit vehicles, plus one 8 passenger van from Signature Ford at a total cost of \$119,872.00. All ayes, motion carried.
12.Next Meeting		The next meeting will be February 15, 2016.
13.Adjourn		The meeting was adjourned at 6:10 p.m.

These minutes were approved by the SCCMHA Board of Directors on January 21, 2016.