



SHIAWASSEE COUNTY COMMUNITY  
**Mental Health Authority**

**Minutes**  
**January 25, 2016**

A meeting of the Board of Directors of the Shiawassee County Community Mental Health Authority was held at 1555 Industrial Drive, Owosso, Michigan.

- CALL TO ORDER:** The meeting was called to order at 5:30 p.m. on Monday, January 25, 2016, by Chair, Jerry Walden.
- MISSION STATEMENT:** Members reviewed the Mission Statement of the Shiawassee County Community Mental Health Authority.
- ROLL CALL:** Robyn Spencer
- MEMBERS PRESENT:** Vicki Bocek, Bruce Cadwallender, Joan Durling, Gary Holzhausen, John Horvath, Janelle Hughes, Jeanne Ladd, Kathleen Olund, Robyn Spencer, Paul Wiese, Jerry Walden
- ALSO PRESENT:** Howard Spencer, Amy Keinath, Lindsey Hull
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was recited.
- MOMENT OF SILENCE FOR REFLECTION** A moment of silence was observed.
- APPROVAL OF AGENDA:** J. Walden added Agenda Item #11b. Dropbox recommendations and Agenda Item #16d. Announcement of CMH PAC.
- MOTION BY HORVATH, SUPPORTED BY HUGHES** to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** There was no public comment.
- CONSENT AGENDA:** **MOTION BY LADD, SUPPORTED BY HORVATH** to approve the Consent Agenda items as presented. All ayes, motion carried.
- a.) Minutes from the December 17, 2015 Human Resources Committee
  - b.) Minutes from the December 21, 2015 Board Meeting
  - c.) Minutes from the December 21, 2015 Closed Meeting Minutes
  - d.) Minutes from the December 21, 2015 Finance and Facilities Committee
  - e.) Minutes from the January 4, 2016 Special Board Meeting
  - f.) Minutes from the January 14, 2016 Human Resources Committee
  - g.) Minutes from the January 18, 2016 Finance and Facilities Committee

**POLICY FOR ADOPTION: MOTION BY HORVATH, SUPPORTED BY LADD** to accept the Information Management Policy #05 Removable Device.

Roll Call Vote: Bocek aye, Cadwallender aye, Durling aye, Holzhausen aye, Horvath aye, Hughes aye, Ladd aye, Olund aye, Spencer aye, Wiese aye, Walden aye. All ayes, motion carried.

**FINANCE AND**

**FACILITIES COMMITTEE: MOTION BY HORVATH, SUPPORTED BY CADWALLENDER** to accept the following vouchers as presented, for a total of \$688,456.02:

- Voucher #AP-2524 in the amount of \$125,676.96
- Voucher #AP-2525 in the amount of \$103,465.40
- Voucher #AP-2526 in the amount of \$257,411.04
- Voucher #AP-2527 in the amount of \$201,902.62

Roll Call Vote: Cadwallender aye, Durling aye, Holzhausen aye, Horvath aye, Hughes aye, Ladd aye, Olund aye, Spencer aye, Wiese aye, Bocek aye, Walden aye. All ayes, motion carried.

**SUMMARY OF FINANCIAL RESULTS** for period ending December 31, 2015, was reviewed by CFO, A. Keinath.

**MOTION BY HORVATH, SUPPORTED BY HUGHES** to approve the contract request for an increase in rates for inpatient hospitalization from Forest View Hospital.

Roll Call Vote: Durling aye, Holzhausen aye, Horvath aye, Hughes aye, Ladd aye, Olund aye, Spencer aye, Wiese aye, Bocek aye, Cadwallender aye, Walden aye. All ayes, motion carried.

**MOTION BY HORVATH, SUPPORTED BY HOLZHAUSEN** to approve the purchase of three 15-passenger Ford Transit vehicles, plus one 8 passenger van from Signature Ford for a total purchase of \$119, 872.00

Roll Call Vote: Holzhausen aye, Horvath aye, Hughes aye, Ladd aye, Olund aye, Spencer aye, Wiese aye, Bocek aye, Cadwallender aye, Durling aye, Walden aye. All ayes, motion carried.

**GOVERNANCE  
COMMITTEE:**

**MOTION BY BOCEK, SUPPORTED BY LADD** to approve the CEO Contract for Lindsey Hull as presented effective January 25, 2016, and to allow the Board Chair to sign this contract.

Roll Call Vote: Horvath aye, Hughes aye, Ladd aye, Olund aye, Spencer aye, Wiese aye, Bocek aye, Cadwallender aye, Durling aye, Holzhausen aye, Walden aye. All ayes, motion carried.

J. Walden requested for Jamie Burke to send an email to all Board Members requesting any problems they have experienced with Dropbox. J. Walden also requested research completed on the ability of making notes in Dropbox. J. Walden also would like a Dropbox policy for each Board Member to select whether they would like to continue to receive the stipend and use Dropbox, or to

receive the board information by mail and not receive the stipend or Dropbox license.

**HUMAN RESOURCES  
COMMITTEE:**

**MOTION BY WIESE, SUPPORTED BY DURLING** to accept and place on file the Interim Chief Executive Officer Evaluation for Lindsey Hull. All ayes, motion carried.

J. Durling informed the Board of the decision from the Human Resources Committee to refer all Board Education to the Ambassador's Council.

**PROGRAM COMMITTEE:**

**MOTION BY BOCEK, SUPPORTED BY HUGHES** to accept the Clinical Policy #7 Recovery Oriented Systems of Care.

Roll Call Vote: Hughes aye, Ladd aye, Olund aye, Spencer aye, Wiese aye, Bocek aye, Cadwallender aye, Durling aye, Holzhausen aye, Horvath aye, Walden aye. All ayes, motion carried.

**MID-STATE HEALTH  
NETWORK:**

J. Durling reported from the last MSHN Board Meeting, the region is working to develop standardized processes. J. Durling also reported there was a presentation regarding the sale of tobacco to minors.

**CEO REPORT:**

L. Hull reviewed her CEO Report with the Board.

**CHAIRPERSON'S  
REPORT:**

**MOTION BY HORVATH, SUPPORTED BY DURLING** to accept the resignation of Dr. Mark Miller from the Board of Directors effective January 13, 2016. All ayes, motion carried.

**MOTION BY HORVATH, SUPPORTED BY DURLING** to nominate Bruce Cadwallender as Board Treasurer. Nominations were requested from the floor three times.

**MOTION BY HORVATH, SUPPORTED BY DURLING** to close nominations and that a unanimous ballot be cast in favor of Bruce Cadwallender as Treasurer to take effect January 25, 2016. All ayes, motion carried.

**MOTION BY HORVATH, SUPPORTED BY HUGHES** to authorize Board Chairperson Jerry Walden, Board Treasurer Bruce Cadwallender, Board Secretary Robyn Spencer, Chief Executive Officer Lindsey Hull, and Chief Financial Officer Amy Keinath as signers of Shiawassee County Community Mental Health Authority bank accounts.

Roll Call Vote: Ladd aye, Olund aye, Spencer aye, Wiese aye, Bocek aye, Cadwallender aye, Durling aye, Holzhausen aye, Horvath aye, Hughes aye, Walden aye. All ayes, motion carried.

J. Walden will be sending out more information on the CMH PAC, lobbying activities for MACMHB.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**PUBLIC COMMENT:** No public comment.

**BOARD MEMBER:  
COMMENT:** None.

**NEXT MEETING:** The next board meeting will be February 22, 2016 at 5:30 p.m.

**ADJOURNED:** The meeting was adjourned at 6:59 p.m.

  
\_\_\_\_\_  
SCCMHA Board Secretary

  
\_\_\_\_\_  
Date Approved

Meeting minutes submitted respectfully by:

Jamie Burke  
Executive Assistant, SCCMHA

These minutes were approved by the SCCMHA Board of Directors on February 22, 2016.