



SHIAWASSEE COUNTY COMMUNITY
Mental Health Authority

Minutes
February 22, 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 5:31 p.m. on Monday, February 22, 2016, by Vice Chair, Vicki Bocek.
- 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(5:50 p.m.)
- MEMBERS EXCUSED:** **MOTION BY HUGHES, SUPPORTED BY LADD** to excuse Jerry Walden from this evening's meeting. All ayes, motion carried.
- ALSO PRESENT:** Howard Spencer, Amy Keinath, Lindsey Hull, Doug Deeter- Rehmman Robson, Heather Jurrens Kuebler – Rehmman Robson, Dirk Love, Jamie Burke (Minutes)
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was recited.
- MOMENT OF SILENCE FOR REFLECTION** A moment of silence was observed.
- APPROVAL OF AGENDA:** B. Cadwallender added item #11d regarding a water issue.
MOTION BY SPENCER, SUPPORTED BY DURLING to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** There was no public comment.
- INDEPENDENT AUDITOR'S REPORT:** Doug Deeter presented the Financial Statement audit for SCCMHA for FY15. Mr. Deeter highlighted the change this year in net pension liability, the authority had to record this as a liability due to GASB. Mr. Deeter also presented the Compliance Examination that is a requirement of MDHHS. Mr. Deeter reported that overall, the financial audit was a success.

The Board thanked Amy Keinath for her efforts and dedication on the successful financial audit.

MOTION BY CADWALLENDER, SUPPORTED BY LADD to accept and place on file the auditor's report.

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

"TEN MINUTE TRAINING":

Dirk Love provided an overview of the Quality Assessment and Performance Improvement Systems Plan. This plan involves an ongoing review of system operations and procedures. The plan will focus this year on ongoing staff performance improvement and education. The plan includes required QAPIP from MDHHS and MSHN. Our Strategic Plan focuses on becoming a data driven agency, this plan helps analyze this data for the purpose of performance improvement. Our electronic health record (SHIMER) helps with gathering this data in an efficient manner. Mr. Love stated there are three consumer surveys sent out within a year. The team continues to attempt to improve the number of responses to these surveys.

CONSENT AGENDA:

MOTION BY SPENCER, SUPPORTED BY DURLING to approve the Consent Agenda items as presented. All ayes, motion carried.

- a.) Minutes from the January 25, 2016 Governance Committee
- b.) Minutes from the January 25, 2016 Board Meeting
- c.) Minutes from the February 8, 2016 Program Committee
- d.) Minutes from the February 15, 2016 Finance and Facilities Committee
- e.) Minutes from the February 17, 2016 Nominations Committee

FINANCE AND FACILITIES COMMITTEE:

MOTION BY CADWALLENDER, SUPPORTED BY HORVATH to accept the following vouchers as presented, for a total of \$1,008,309.18:

- Voucher #AP-2528 in the amount of \$329,867.45
- Voucher #AP-2529 in the amount of \$206,982.28
- Voucher #AP-2530 in the amount of \$256,756.04
- Voucher #AP-2531 in the amount of \$214,703.41

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

SUMMARY OF FINANCIAL RESULTS for period ending January 31, 2016, was reviewed by CFO, A. Keinath. Ms. Keinath highlighted that the report is favorable this month due to the work being completed through the General Fund Plan.

MOTION BY CADWALLENDER, SUPPORTED BY LADD to approve the contract requests for February 2016.

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

MOTION BY HUGHES, SUPPORTED BY WIESE to authorize the CEO to purchase 170 licenses from MaaS360 MDM at a cost of \$5,344.80.

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

WATER ISSUE:

B. Cadwallender stated there is concern regarding the ongoing water issues in neighboring counties with lead contamination. L. Hull stated there was tests completed on the Industrial Drive building water and New Directions building water. Both tests came back negative. J. Ladd asked if the group homes are also being tested. L. Hull stated this is being looked into as SCCMHA is not the owner or landlord of these sites. B. Cadwallender stated it may be helpful to send a letter to the landlords of these sites. G. Holzhausen stated there are special tests for lead, the standard tests of licensed homes may not test for lead. L. Hull will inform the board of group home testing. R. Spencer stated a press release with this information may be helpful.

GOVERNANCE COMMITTEE:

V. Bocek presented the Dropbox policy regarding different options.

MOTION BY WIESE, SUPPORTED BY HUGHES to accept the Dropbox policy as presented and to have this policy be presented at the next Board meeting for each board member to choose.

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

NOMINATIONS COMMITTEE:

MOTION BY HORVATH, SUPPORTED BY SPENCER to approve the recommendation of Fred Finnen to the Shiawassee County Board of Commissioners for consideration of appointment to the SCCMHA Board of Directors. All ayes, motion carried.

MOTION BY HORVATH, SUPPORTED BY LADD to recommend the reappointment to the SCCMHA Board of Directors Vicki Bocek, Bruce Cadwallender, Joan Durling, and Robyn Spencer for three-year terms, April 1, 2016, through March 31, 2019, and to forward to the Shiawassee County Board of Commissioners for approval. All ayes, motion carried.

MID-STATE HEALTH NETWORK:

J. Durling reported MSHN will meet again March 1, 2016, they will have a report next month.

CHAIRPERSON'S REPORT:

L. Hull reviewed the efforts in place regarding Governor Snyder's FY17 Executive Budget and Section 298. Ms. Hull stated there was a meeting last week regarding the development of a workgroup to discuss modifications in the language of the boilerplate.

MOTION BY LADD, SUPPORTED BY OLUND to adopt the resolution of opposition regarding Section 298 of the Executive budget Proposal for Fiscal Year 2017 and forward this resolution to the Shiawassee County Board of Commissioners. Motion carried.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

PUBLIC COMMENT: No public comment.


**BOARD MEMBER:
COMMENT:** Janelle Hughes congratulated Amy Keinath and her team on the successful audit.

NEXT MEETING: The next board meeting will be March 28, 2016 at 5:30 p.m.

ADJOURNED: **MOTION BY HUGHES, SUPPORTED BY SPENCER** to adjourn the meeting at 7:15 p.m. All ayes, motion carried.



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 March 28, 2016.