



SHIAWASSEE COUNTY COMMUNITY  
**Mental Health Authority**

**Minutes**  
**April 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 5:43 p.m. on Monday, April 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 (on phone), Joan Durling, Fred Finnen, John Horvath, Janelle Hughes, Jeanne Ladd (arrived at 6:08 p.m.), Kathleen Olund, Robyn Spencer, Paul Wiese, Jerry Walden
- MEMBERS EXCUSED:** **MOTION BY HORVATH, SUPPORTED BY WIESE** to excuse Gary Holzhausen. All ayes, motion carried.
- ALSO PRESENT:** Lindsey Hull, Howard Spencer, Phil Heavilin, Jamie Burke (Minutes)
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was recited.
- MOMENT OF SILENCE** J. Walden asked the Board to keep Board Member Gary Holzhausen in their thoughts. A moment of silence was observed.
- FOR REFLECTION**
- APPROVAL OF AGENDA:** **MOTION BY HUGHES, SUPPORTED BY HORVATH** to approve the agenda as presented. All ayes, motion carried.
- PUBLIC COMMENT:** There was no public comment.
- CONSENT AGENDA:** **MOTION BY SPENCER, SUPPORTED BY WIESE** to approve the Consent Agenda items as presented. All ayes, motion carried.
- a.) Minutes from the March 28, 2016 Governance Committee
  - b.) Minutes from the March 28, 2016 Board Meeting
  - c.) Minutes from the April 11, 2016 Program Committee
  - d.) Minutes from the April 14, 2016 Human Resources Committee
  - e.) Minutes from the April 18, 2016 Nominations Committee
  - f.) Minutes from the April 18, 2016 Finance and Facilities Committee
  - g.) Quality Assessment and Performance Improvement Plan

**FINANCE AND**

**FACILITIES COMMITTEE:**

**MOTION BY CADWALLENDER, SUPPORTED BY HORVATH** to accept the following vouchers as presented, for a total of \$914,244.81:

- Voucher #AP-2537 in the amount of \$311,604.19
- Voucher #AP-2538 in the amount of \$209,153.55
- Voucher #AP-2539 in the amount of \$162,138.32
- Voucher #AP-2540 in the amount of \$231,348.75

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

**SUMMARY OF FINANCIAL RESULTS** for period ending March 31, 2016, was reviewed by Lindsey Hull. There is continued concern regarding the late payment of Autism Medicaid. Rates are still being set for Autism service. J. Hughes questioned if our agency will be paid for this service. L. Hull stated we will be cost settled for the current expenses. There is a concern that the rates being developed won't cover SCCMHA current expenses going forward. There are also continued cash flow issues throughout the state. L. Hull is working with the Leadership Team on the cash flow issues. Our agency gets paid per member per month. At the April Operations Council meeting, the OC asked that MSHN revise its formulas for the distribution of PEPM payments prior to reconciliation. Specifically, the OC asked MSHN to adjust the formula to be based on the FY 16 budget amount and improve the distribution percentage to 90%. These payments have been referred to as an "advance" or "accelerated" payment.

**MOTION BY DURLING, SUPPORTED BY WIESE** to accept the amendments to the MDHHS contract language regarding amendments to the following areas: CMHSP Trauma Policy, Table of Attachments, CEU Requirements for Recipient Rights Staff, Recipient Rights Appeals Process, and CMHSP Reporting Requirements.

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

**MOTION BY HORVATH, SUPPORTED BY HUGHES** to accept the bid from Crooked Tree Nursery for lawn care and maintenance at SCCMHA property for a total cost of \$3,780.00

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

**GOVERNANCE  
COMMITTEE:**

V. Bocek explained to the board that the committee revised the board self-evaluation. This will be sent out May 1, 2016 and will be due May 30, 2016.

**MOTION BY BOCEK, SUPPORTED BY OLUND** to approve the FOIA policy and procedure as presented.

Roll Call Vote: Finnen 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.

**NOMINATIONS  
COMMITTEE:**

Vicki Bocek took over as chair of the meeting.

**MOTION BY HORVATH, SUPPORTED BY FINNEN** to nominate Jerry Walden as Chairperson. Nominations were requested from the floor three times.

**MOTION BY HORVATH, SUPPORTED BY FINNEN** to close nominations and that a unanimous ballot be cast in favor of Jerry Walden for Chairperson to take effect May 1, 2016. All ayes, motion carried.

Jerry Walden took over as chair of the meeting.

**MOTION BY SPENCER, SUPPORTED BY HUGHES** to nominate Vicki Bocek for the position of Vice-Chairperson. Nominations were requested from the floor three times. **MOTION BY SPENCER, SUPPORTED BY HUGHES** to close nominations and that a unanimous ballot be cast in favor of Vicki Bocek for the position of Vice-Chair to take effect May 1, 2016. All ayes, motion carried.

**MOTION BY LADD, SUPPORTED BY SPENCER** to nominate Bruce Cadwallender for the position of Treasurer. Nominations were requested from the floor three times. **MOTION BY LADD, SUPPORTED BY SPENCER** to close nominations and that a unanimous ballot be cast in favor of Bruce Cadwallender for the position of Treasurer to take effect May 1, 2016. All ayes, motion carried.

**MOTION BY OLUND, SUPPORTED BY DURLING** to nominate Robyn Spencer for the position of Secretary. Nominations were requested from the floor three times. **MOTION BY OLUND, SUPPORTED BY DURLING** to close the nominations and that a unanimous ballot be cast in favor of Robyn Spencer for the position of Secretary to take effect May 1, 2016. All ayes, motion carried.

**MID-STATE HEALTH  
NETWORK:**

J. Durling reported that MSHN Board has not met, but they are meeting in the first of May for their strategic planning meeting.

**CHIEF EXECUTIVE  
OFFICER'S REPORT:**

L. Hull stated that there has been a change of language in the Section 298 budget language. L. Hull discussed the language incorporating an increase to minimum wage. L. Hull stated there is work being completed on Medicaid spend downs.

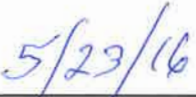
L. Hull stated we have hired a CFO, Kevin Hartley. Kevin will begin on May 9, 2016.

L. Hull stated that MSHN has developed a pilot program to track any denials of inpatient hospitalizations. There is a milieu in place that may prevent a hospital from accepting a consumer. This report will continue to be analyzed.

**CHAIRPERSON'S**

- REPORT:** **MOTION BY WIESE, SUPPORTED BY LADD** to accept as voting delegates for the Spring Conference Robyn Spencer and Bruce Cadwallender. All ayes, motion carried.
- J. Walden asked for the Board to considered donating to the flower fund which is used when a Board Member becomes ill or suffers a loss in their family.
- UNFINISHED BUSINESS:** None.
- NEW BUSINESS:** None.
- PUBLIC COMMENT:** No public comment.
- BOARD MEMBER COMMENT:** F. Finnen questioned J. Walden on which committee he would be involved. J. Walden stated he will assign Fred in the coming weeks.
- NEXT MEETING:** The next board meeting will be May 23, 2016 at 5:30 p.m.
- ADJOURNED:** The meeting was adjourned the meeting at 6:50 p.m.

  
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SCCMHA Board Secretary

  
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Date Approved

Meeting minutes submitted respectfully by:

Jamie Burke  
Executive Assistant, SCCMHA

These minutes were approved by the SCCMHA Board of Directors on May 23, 2016.