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SHIAWASSEE COUNTY COMMUNITY  
**Mental Health Authority**

**Minutes**  
**June 27, 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, June 27, 2016, by Vice-Chair Vicki Bocek.
- MISSION STATEMENT:** Members reviewed the Mission Statement of the Shiawassee County Community Mental Health Authority.
- ROLL CALL:** Jamie Burke
- MEMBERS PRESENT:** Vicki Bocek, Bruce Cadwallender, Fred Finnen, Gary Holzhausen, John Horvath, Janelle Hughes, Jeanne Ladd (arrived at 6:11 p.m.), Kathleen Olund, Paul Wiese
- MEMBERS EXCUSED:** **MOTION BY HORVATH, SUPPORTED BY BOCEK** to excuse Joan Durling, Robyn Spencer, and Jerry Walden from this evenings meeting. All ayes, motion carried.
- ALSO PRESENT:** Lindsey Hull; Chief Executive Officer, Kevin Hartley; Chief Financial Officer, 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:** L. Hull added a new contract for approval as item 12b.  
**MOTION BY HORVATH, SUPPORTED BY OLUND** to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** There was no public comment.
- MERS PRESENTATION:** Marne Carlson from MERs provided an overview of what the MERs report will present. This report will be completed by June 30<sup>th</sup>. The expectancy report and life expectancy will be changing, which may increase cost to the employer.
- TEN-MINUTE BOARD TRAINING- REVIEW OF BY-LAWS:** V. Bocek asked the Board to review the by-laws that were prepared by J. Durling.
- CONSENT AGENDA:** **MOTION BY HUGHES, SUPPORTED BY LADD** to approve the Consent Agenda items as presented. All ayes, motion carried.  
a.) Minutes from the May 23, 2016 Board Meeting  
b.) Minutes from the May 24, 2016 Ambassador's Council

- c.) Minutes from the June 13, 2016 Program Committee
- d.) Minutes from the June 20, 2016 Finance and Facilities Committee

**AMBASSADOR'S  
COUNCIL:**

L. Hull informed the board that the Ambassador's Council has asked members to complete two BoardWorks courses by the September Board meeting. J. Burke has four courses available. The Ambassador's Council also asks for those Board Members who have not yet sent J. Burke their biographies for the website, to do so as soon as possible.

**FINANCE AND  
FACILITIES COMMITTEE:**

**MOTION BY HORVATH, SUPPORTED BY WIESE** to accept the following vouchers as presented, for a total of \$1,251,761.62:

- Voucher #AP-2545 in the amount of \$284,506.38
- Voucher #AP-2546 in the amount of \$178,084.79
- Voucher #AP-2547 in the amount of \$200,359.92
- Voucher #AP-2548 in the amount of \$209,366.80
- Voucher #AP-2549 in the amount of \$379,443.73

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

**SUMMARY OF FINANCIAL RESULTS** for period ending May 31, 2016, was reviewed by Kevin Hartley. MDHHS is currently five months behind in payment for Autism Medicaid. This will be cost settled at the end of the fiscal year. There are different methods being discussed to improve this payment system. MSHN has a contract with the State to pay the CMHSPs for the Autism services provided. The State then provides payment to the PIHP.

**MOTION BY CADWALLENDER, SUPPORTED BY HUGHES** to approve the contract request for Private Duty Nursing Respite through Optimal Staffing Solutions, Inc.

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

**MID-STATE HEALTH  
NETWORK:**

L. Hull reported the MSHN Strategic Plan has been wrapped up and will be heading to the MSHN board for approval. One goal is targeting the fiscal intermediary contract to be managed in a standardized way across the region.

MSHN has asked CMHSPs to sponsor the "Get it, Keep it, Use it" campaign that was presented to the Board at the end of 2016. The board at MSHN asked that seven boards voice interest in sponsoring this campaign, only four boards wanted to participate. SCCMHA did voice interest in sponsoring the campaign. At this time, the campaign may not move forward. The purpose of this campaign is to enhance penetration rates.

**CHIEF EXECUTIVE  
OFFICER'S REPORT:**

L. Hull reviewed her CEO Report. L. Hull highlighted the work of Colleen Wilsdon who provided a presentation regarding creating a Parent Support Group at the ACMH conference. L. Hull updated the board on the MSHN Audit that occurred. Craig Hause's work on the Utilization Management Plan and practices in place at the agency were recognized as going beyond the standards. Heather Brown's efforts in staff development and training was also highlighted as a best practice within our region. L. Hull presented the FY2017-2019 Strategic Plan to the Governance Committee, and will present to the full board in September 2016.

**CHAIRPERSON'S  
REPORT:**

J. Walden will present at the July 2016 meeting.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**PUBLIC COMMENT:** No public comment.

**BOARD MEMBER  
COMMENT:** No board member comment.

**NEXT MEETING:** The next board meeting will be July 25, 2016 at 5:30 p.m.

**ADJOURNED:** **MOTION BY HUGHES, SUPPORTED BY LADD** to adjourn the meeting at 6:54 p.m. All ayes, motion carried.

  
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SCCMHA Board Secretary

  
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Date Approved

Meeting minutes submitted respectfully by:

Jamie Burke  
Executive Assistant, SCCMHA