

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

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

Members Absent: Vicki Bocek

Others Present: Lindsey Hull; Chief Executive Officer, Kevin Hartley; Chief Financial Officer, Jamie Burke; Executive Assistant (Minutes)

Topic	Key Discussion	Actions
1. Call to Order		The meeting was called to order by Chair, Bruce Cadwallender at 5:31p.m.
2. Approval of the Agenda		MOTION BY HORVATH, SUPPORTED BY WALDEN 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	<p>The committee reviewed the following Vouchers, and answered any questions:</p> <p>a) AP-2550 in the amount of \$196,769.87</p> <p>b) AP-2551 in the amount of \$229,035.81</p> <p>c) AP-2552 in the amount of \$99,719.67</p> <p>d) AP-2553 in the amount of \$198,369.64</p> <p>In response to the question regarding National background checks on Voucher #2551, there will be more background checks due to a new standard of running background checks on direct care workers who are not licensed.</p>	MOTION BY HORVATH, SUPPORTED BY HOLZHAUSEN to recommend to the Board the approval of Vouchers AP-2550, AP-2551, AP-2552, and AP-2553 totaling \$723,894.99 as presented. All ayes, motion carried.
5. Financial Report	<p>K. Hartley reviewed the Financial Report with the committee.</p> <p>An RFP was completed for ABA services, there were no responses to this proposal.</p>	Informational only; No action needed.

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6. Contract Request	<p>L. Hull presented the contract requests for July. There was a contract negotiated with Pine Rest and St. Mary's Health Care.</p> <p>L. Hull presented an administrative contract for emergency housing at The Pines Motel. This would be used for individuals who show up at the ER but do not meet criteria to be hospitalized and do not have a place to stay.</p>	<p>MOTION BY HORVATH, SUPPORTED BY HOLZHAUSEN to accept the contract requests for the contract with Pine Rest and St. Mary's Health and the emergency housing administrative contract. All ayes, motion carried.</p>
7. Fleet Plan	<p>P. Heavilin presented in the past to the committee the possible need to keep one of the vans that would typically be sold or auctioned. This van would be used in the Recycling Center in times when the Box Truck does not need to be used and to save on the wear and tear of the other vans being utilized for recycling.</p>	<p>MOTION BY HOLHAUSEN, SUPPORTED BY HORVATH to recommend to the full board to retain one of the vans in our fleet for the use of the Recycling Center. All ayes, motion carried,</p>
8. 2015 MERS Actuarial Valuation	<p>The committee discussed the supplemental valuation from MERS.</p>	<p>MOTION BY WALDEN, SUPPORTED BY HORVATH to forego a supplemental valuation from MERS. All ayes, motion carried.</p>
9. Next Meeting		<p>The next meeting will be August 15, 2016.</p>
10. Adjourn		<p>MOTION BY WALDEN, SUPPORTED BY HORVATH to adjourn the meeting 6:46 p.m. All ayes, motion carried.</p>

These minutes were approved by the SCCMHA Board of Directors on July 25, 2016.