



SHIAWASSEE COUNTY COMMUNITY
Mental Health Authority

Minutes
July 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, July 25, 2016, by Chairperson Jerry Walden.
- MISSION STATEMENT:** Members reviewed the Mission Statement of the Shiawassee County Community Mental Health Authority.
- ROLL CALL:** Robyn Spencer
- MEMBERS PRESENT:** Bruce Cadwallender, Gary Holzhausen, John Horvath, Janelle Hughes, Jeanne Ladd, Kathleen Olund, Robyn Spencer, Paul Wiese, Jerry Walden
- MEMBERS EXCUSED:** **MOTION BY HORVATH, SUPPORTED BY HUGHES** to excuse Vicki Bocek, Joan Durling, and Fred Finnen from this evening's meeting. All ayes, motion carried.
- ALSO PRESENT:** Lindsey Hull; Chief Executive Officer, Kevin Hartley; Chief Financial Officer, Howard Spencer, 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 Recipient Rights policies as item #11a.
MOTION BY HUGHES, SUPPORTED BY SPENCER to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** There was no public comment.
- BOARD EDUCATION-TEN MINUTE TRAINING "STRATEGIC PLAN UPDATE:** L. Hull stated the Leadership Team has been working on the Strategic Plan. This draft plan was presented to the Governance Committee in June. L. Hull stated this plan has changed slightly by adding operating principles that the agency will abide by. This plan will be brought to the full board in September for approval, after receiving input from agency employees.
- CONSENT AGENDA:** **MOTION BY HORVATH, SUPPORTED BY LADD** to approve the Consent Agenda items as presented. All ayes, motion carried.

- a.) Minutes from the June 27, 2016 Board Meeting
- b.) Minutes from the June 27, 2016 Governance Meeting
- c.) Minutes from the July 11, 2016 Human Resources Meeting
- d.) Minutes from the July 18, 2016 Finance and Facilities Committee Meeting

FINANCE AND

FACILITIES COMMITTEE:

MOTION BY LADD, SUPPORTED BY HOLZHAUSEN to accept the following vouchers as presented, for a total of \$723,894.99:

- Voucher #AP-2550 in the amount of \$196,796.87
- Voucher #AP-2551 in the amount of \$229,035.81
- Voucher #AP-2552 in the amount of \$99,719.67
- Voucher #AP-2553 in the amount of \$198,369.64

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

SUMMARY OF FINANCIAL RESULTS for period ending June 30, 2016, was reviewed by CFO Kevin Hartley.

MOTION BY CADWALLENDER, SUPPORTED BY HUGHES to approve the contract requests for Community Hospitalization Services through Pine Rest Christian Mental Health Services and St. Mary's Health Care and the administrative contract for emergency housing through the Pines Motel.

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

FLEET PLAN:

L. Hull informed the board that administration will be keeping one van on the fleet for the use of the DJ Root Recycling Program, rather than selling this van or auctioning.

**2015 MERS ACTUARIAL
VALUTION:**

MOTION BY HORVATH, SUPPORTED BY LADD to forego a supplemental valuation to determine the feasibility of a MERS retiree increase. All ayes, motion carried.

**GOVERNANCE
COMMITTEE:**

L. Hull presented to the board a Board Action List that could streamline the process of assigning duties to the board members.

MOTION BY WIESE, SUPPORTED BY HUGHES to accept the board action list as presented and place this item on Dropbox. Motion carried.

MOTION BY OLUND, SUPPORTED BY CADWALLENDER to accept and place on file the 2015 Board Self Evaluation. All ayes, motion carried.

**RECIPIENT RIGHTS
POLICIES:**

The policies presented will be tabled until the August 2016 Board Meeting.

MID-STATE HEALTH NETWORK:

R. Spencer stated she attended the June MSHN meeting.

CHIEF EXECUTIVE OFFICER'S REPORT:

L. Hull reviewed her CEO Report. L. Hull highlighted the "Stepping Up Initiative" and the Leadership Training that the Management Team will be receiving. L. Hull informed the board the tracking of unscheduled paid time off has been removed from the Human Resources procedure.

CHAIRPERSON'S REPORT:

No report at this time.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

None.

PUBLIC COMMENT:

No public comment.

BOARD MEMBER COMMENT:


J. Hughes stated it would be helpful for administration to send emails if any board members are ill or hospitalized. All of the board members present agreed to have this information released, unless they state differently. The members not present will be asked about releasing this information.

NEXT MEETING:

The next board meeting will be August 22, 2016 at 5:30 p.m.

ADJOURNED:

The meeting was adjourned at 6:42 p.m.



SCCMHA Board Secretary



Date Approved

Meeting minutes submitted respectfully by:

Jamie Burke
Executive Assistant, SCCMHA