

**Shiawassee County Community Mental Health Authority
Finance and Facilities Committee – Minutes
September 19, 2016**

Members Present: Vicki Bocek, Bruce Cadwallender (Chair), Gary Holzhausen, John Horvath

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 5:31 p.m.
2. Approval of the Agenda		MOTION BY BOCEK, SUPPORTED BY HOLZHAUSEN to approve the agenda as presented. All ayes, motion carried.
3. Public Comment	There was no public comment.	
Unfinished Business- None		
New Business		
4. Review of Vouchers	The committee reviewed the following Vouchers, and answered any questions: a) AP-2558 in the amount of \$322,452.12 b) AP-2559 in the amount of \$159,915.43 c) AP-2560 in the amount of \$218,263.26 d) AP-2561 in the amount of \$97,152.62 e) AP-2562 in the amount of \$215,184.50	MOTION BY HORVATH, SUPPORTED BY BOCEK to recommend to the Board the approval of Vouchers AP-2558, AP-2559, AP-2560, AP-2561 and AP-2562 totaling \$1,012,967.93 as presented. All ayes, motion carried.
5. Financial Report	K. Hartley reviewed the Financial Report with the committee. L. Hull reported that it is time to cost settle with MSHN. L. Hull reported at this month's Operations Council they discussed the cost settlement and the need for reimbursement of Autism Medicaid to assist with the cost settlement. Autism Medicaid continues to cause cash flow issues for several CMHs.	Informational only; No action needed.

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6. Contract Requests	L. Hull presented the contract requests for August. These contracts are up for annual renewal.	MOTION BY BOCEK, SUPPORTED BY HORVATH to accept the contract requests for September and forward to the full board for approval. All ayes, motion carried.
7. FY17 Budget	K. Hartley presented the FY17 Budget to the committee. K. Hartley noted that MIChild will now be combined with Medicaid, and be included in the per member, per month. Kevin reported new codes for Autism have been developed that will merge with Medicaid, also new rates for Autism have been developed. L. Hull reported new overtime laws take effect in December that may affect budget along with the increase in residential costs. As an agency, we are working to maximize use of resources and focusing on efficiency with our practices.	Informational only; no action required.
8. Annual Finance Policy Review	K. Hartley presented the policies for annual review, there was one change to Policy #36, the rest of the policies were reviewed by K. Hartley with no changes.	MOTION BY HORVATH, SUPPORTED BY BOCEK to approve the policies with no changes as presented for annual review. All ayes, motion carried. MOTION BY HORVATH, SUPPORTED BY BOCEK to move forward Policy #36 Unreserved Fund Balance to the full Board of Directors for approval. All ayes, motion carried.
9. Retiree Pension COLA	L. Hull provided an overview of the history of the cost of living adjustment for retirees and the per month contribution.	MOTION BY HOLHAUSEN, SUPPORTED BY BOCEK to recommend to the full board to not provide the cost of living adjustment to retirees and to continue funding the net pension liability at the minimum monthly employer contribution. All ayes, motion carried.
10. Fall Asphalt	L. Hull presented to the committee a summary of	MOTION BY BOCEK, SUPPORTED BY HOLZHAUSEN to recommend to the full board to

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	asphalt bids to the committee from Phil Heavilin.	complete the proposed Asphalt Repairs totaling \$15, 590.00 from McKearney Asphalt for the upper lot mill areas(\$10,995.00) and Yeager Asphalt for the lower lot base bid and west drive base bid (\$4,595.00). All ayes, motion carried.
11. Next Meeting		The next meeting will be October 17, 2016 at 4:30 p.m.
10.Adjourn		The meeting was adjourned at 6:26 p.m.

These minutes were approved by the SCCMHA Board of Directors on September 26, 2016.