



SHIAWASSEE COUNTY COMMUNITY
Mental Health Authority

Minutes
September 26, 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 5:39 p.m. on Monday, September 26, 2016, by Chairperson Jerry Walden.
- 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 (on phone), Gary Holzhausen, John Horvath, Janelle Hughes, Jeanne Ladd, Kathleen Olund, Paul Wiese, Jerry Walden
- MEMBERS EXCUSED:** **MOTION BY HORVATH, SUPPORTED BY HUGHES** to excuse Joan Durling and Robyn Spencer from this evening's 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:** J. Walden added "Adjournment" under the Chairperson's Report as item "c". L. Hull added "MSHN Appointment" under the Governance Committee as item "b".
MOTION BY LADD, SUPPORTED BY FINNEN to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** No public was present.
- PUBLIC HEARING:** **MOTION BY WIESE, SUPPORTED BY OLUND** to adjourn this meeting in order to receive comments from the public regarding the Annual Plan and Budget for FY2017.

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

MOTION BY HORVATH, SUPPORTED BY BOCEK to reconvene the regular Board Meeting.

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

CONSENT AGENDA:

MOTION BY HORVATH, SUPPORTED BY LADD to approve the consent agenda as presented. All ayes, motion carried.

- a.) Minutes from the August 22, 2016 Board Meeting
- b.) Minutes from the August 23, 2016 Ambassador's Council
- c.) Minutes from the September 19, 2016 Finance and Facilities Committee

AMBASSADOR'S COUNCIL:

J. Hughes reviewed with the Board that instead of doing a candidate forum, the committee choose 5 questions regarding local mental health issues that will be sent to the Shiawassee County State Representative candidates. These questions and responses will then be sent to consumers, staff and the board. J. Hughes also stated that the committee discussed having department supervisors attend Board meetings to provide ten-minute updates. This will be included in the ten-minute board training calendar.

FINANCE AND FACILITIES COMMITTEE:

MOTION BY CADWALLENDER, SUPPORTED BY HORVATH to accept the following vouchers as presented, for a total of \$1,012,967.93:

- Voucher #AP-2558 in the amount of \$322,452.12
- Voucher #AP-2559 in the amount of \$159,915.43
- Voucher #AP-2560 in the amount of \$218,263.26
- Voucher #AP-2561 in the amount of \$97,152.62
- Voucher #AP-2562 in the amount of \$215,184.50

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

SUMMARY OF FINANCIAL RESULTS for period ending August 31, 2016, was reviewed by CFO Kevin Hartley.

MOTION BY BOCEK, SUPPORTED BY HORVATH to approve the Annual Plan and Budget for FY 2017 as presented.

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

MOTION BY FINNEN, SUPPORTED BY HORVATH to approve the contract requests for September 2016 as presented.

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

MOTION BY HUGHES, SUPPORTED BY OLUND to approve Finance Policy #36 Unreserved Fund Balance changes as presented. All ayes, motion carried.

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

MOTION BY WIESE, SUPPORTED BY HOLZHAUSEN to not provide the cost of living adjustment to retirees and to continue funding the net pension liability at the minimum monthly employer contribution.

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

MOTION BY HUGHES, SUPPORTED BY LADD to complete the proposed Asphalt Repairs 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) totaling \$15,590.00.

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

**GOVERNANCE
COMMITTEE:**

MOTION BY BOCEK, SUPPORTED BY HORVATH to accept and place on file the 2017-2019 Strategic Plan. All ayes, motion carried.

V. Bocek reported that Joan Durling has resigned from the Mid-State Health Network. The full board was presented a survey of interest in serving on the Mid-State Health Network Board. The Nominations Committee will review these surveys and make a recommendation to the full board. A new representative will be appointed to MSHN in October.

**MID-STATE HEALTH
NETWORK:**

No representatives present from MSHN board meeting.

**CHIEF EXECUTIVE
OFFICER'S REPORT:**

L. Hull reviewed her CEO report with the full board.

**CHAIRPERSON'S
REPORT:**

MOTION BY HUGHES, SUPPORTED BY LADD to recommend J. Walden and R. Spencer to be delegates at the MACMHB Fall Conference. All ayes, motion carried.

MOTION BY OLUND, SUPPORTED BY LADD to approve the request for FY17 MACMHB Membership Dues in the amount of \$10,010.00.

Roll Call Vote: Olund aye, Wiese aye, Bocek aye, Cadwallender aye, Finnen aye, Holzhausen nay, Horvath aye, Hughes aye, Ladd aye, Walden aye. Motion carried.

J. Walden explained that the Open Meetings Act states that a meeting requires a motion to adjourn. Changes in Robert's Rules of Orders state that a meeting does not need to be motioned. Moving forward, a motion is needed to be adjourned.

UNFINISHED BUSINESS: None.


NEW BUSINESS: None.

PUBLIC COMMENT: No public comment.

BOARD MEMBER COMMENT: None at this time.

NEXT MEETING: The next board meeting will be October 17, 2016 at 5:30 p.m.

ADJOURNED: **MOTION BY LADD, SUPPORTED BY CADWALLENDER** to adjourn the meeting at 7:02 p.m. All ayes, motion carried.



SCCMHA Board Secretary



Date Approved

Meeting minutes submitted respectfully by:
Jamie Burke
Executive Assistant, SCCMHA

These minutes were approved by the SCCMHA Board of Directors on October 17, 2016.