



SHIAWASSEE COUNTY COMMUNITY  
**Mental Health Authority**

**Minutes**  
**November 28, 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 5:32 p.m. on Monday, November 28, 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:** Vicki Bocek, Bruce Cadwallender, John Horvath (on phone), Janelle Hughes, Kathleen Olund, Robyn Spencer, Paul Wiese, Jerry Walden
- MEMBERS ABSENT:** Gary Holzhausen
- MEMBERS EXCUSED:** **MOTION BY BOCEK, SUPPORTED BY SPENCER** to excuse Jeanne Ladd from this evenings meeting. All ayes, motion carried.
- ALSO PRESENT:** Kevin Hartley; Chief Financial Officer, Jamie Burke (Minutes), Howard Spencer, Singing Group- Vocal Variations along with staff and guardians.
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was recited.
- MOMENT OF SILENCE FOR REFLECTION:** A moment of silence was observed.
- APPROVAL OF AGENDA:** J. Burke removed the ten-minute training from D. Hoenshell and added the singing group called "Vocal Variations" from the Employment and Skill Building Program. D. Hoenshell will present in the December 2016 meeting.
- MOTION BY SPENCER, SUPPORTED BY HUGHES** to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** H. Spencer thanked the board for all they do.
- SINGING GROUP:** The singing group "Vocal Variations" from the Employment and Skill Building Program attended the meeting to sing for the board members.
- CONSENT AGENDA:** **MOTION BY CADWALLENDER, SUPPORTED BY SPENCER** to approve the consent agenda as presented. All ayes, motion carried.  
a.) Minutes from the October 17, 2016 Finance and Facilities Meeting  
b.) Minutes from the October 17, 2016 Board Meeting

c.) Minutes from the November 21, 2016 Finance and Facilities Meeting

**FINANCE AND**

**FACILITIES COMMITTEE:**

**MOTION BY CADWALLENDER, SUPPORTED BY WIESE** to accept the following vouchers as presented, for a total of \$922,462.25:

- Voucher #AP-2567 in the amount of \$145,833.95
- Voucher #AP-2568 in the amount of \$322,989.56
- Voucher #AP-2569 in the amount of \$321,226.14
- Voucher #AP-2570 in the amount of \$111,079.92
- Voucher #AP-2571 in the amount of \$21,332.68

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

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

**MOTION BY CADWALLENDER, SUPPORTED BY HUGHES** to approve the contract requests for November 2016 as presented.

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

**MOTION BY CADWALLENDER, SUPPORTED BY BOCEK** to authorize the CEO to enter into a six-month probationary contract with Bull Janitorial of Lansing for ½ the annual amount of \$21,000.

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

**MID-STATE HEALTH NETWORK:**

R. Spencer reported that Bruce Cadwallender attended his first meeting in November. R. Spencer reported that MSHN will be using their ISF funds to help with the Autism Medicaid funds. R. Spencer reports that the MSHN board meets again in January 2017.

**CHIEF EXECUTIVE OFFICER'S REPORT:**

J. Walden asked the board to review L. Hull's report and forward any questions to her. J. Burke informed the board on Wednesday, December 14<sup>th</sup> is the Employee Appreciation Potluck on the lower level from 4:00-6:00 p.m.

**CHAIRPERSON'S REPORT:**

J. Walden reminded the board about the survey monkey for L. Hull's CEO Evaluation. J. Walden stated we still have a vacant spot on our board.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

None.

**PUBLIC COMMENT:**

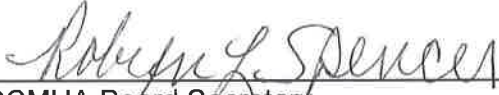
No public comment.

**BOARD MEMBER COMMENT:**

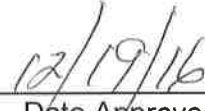
None.

**NEXT MEETING:** The next board meeting will be December 19, 2016 at 5:30 p.m.

**ADJOURNED:** **MOTION BY OLUND, SUPPORTED BY SPENCER** to adjourn the meeting at 6:23 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