



SHIAWASSEE COUNTY COMMUNITY  
**Mental Health Authority**

**Minutes**  
**April 24, 2017**

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, April 24, 2017, 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, Michael Bruff, Bruce Cadwallender, Charles Dodge, Gary Holzhausen, John Horvath, Janelle Hughes, Jeanne Ladd, Robyn Spencer, Paul Wiese, Jerry Walden
- MEMBERS ABSENT:** Joan Durling
- ALSO PRESENT:** Jamie Burke (Minutes), Howard Spencer, Lindsey Hull, Chief Executive Officer; Kevin Hartley, Chief Financial Officer, Rebecca Browne, Recipient Rights Director, Shawn Dilts; Access Supervisor
- 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 asked to move item #14 to Item #11. L Hull removed item #11b regarding HVAC replacement, and replaced with a HSW waiver request.
- MOTION BY HUGHES, SUPPORTED BY BRUFF** to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** H. Spencer wanted to thank Lindsey Hull for her work and all that is done for this agency.
- OATH OF OFFICE:** New Board Member John Horvath and existing member Janelle Hughes were sworn in by Rebecca Browne. Jeanne Ladd was sworn in at the County Clerk's office.
- TEN-MINUTE TRAINING:** S. Dilts provided an overview of the Access Department and Emergency Services Department. S. Dilts reports our agency began providing same-day access in January 2015, due to consumers not returning for their initial assessment at a high rate. We now can have individuals walk in, receive an initial

assessment, and have a name of their case worker and date of their next appointment. S. Dilts reports that there is good feedback from the community regarding same-day access. This department provides jail diversion, pre-screens for inpatient psychiatric treatment, Drug Court representation, OBRA screenings, crisis intervention and emergency services 24/7 via telephone or walk-ins. S. Dilts reports there has been an increase in initial assessments, up to 167 in March.

**CONSENT AGENDA:**

**MOTION BY BOCEK, SUPPORTED BY SPENCER** to approve the consent agenda as presented. All ayes, motion carried.

- a.) Minutes from the March 27, 2017 Governance Committee
- b.) Minutes from the March 27, 2017 Board Meeting
- c.) Minutes from the April 3, 2017 Human Resources Committee
- d.) Minutes from the April 10, 2017 Program Committee
- e.) Minutes from the April 17, 2017 Finance and Facilities Committee

**NOMINATIONS  
COMMITTEE:**

**MOTION BY SPENCER, SUPPORTED BY LADD** to nominate Bruce Cadwallender as Chairperson. Nominations were requested from the floor three times. **MOTION BY SPENCER, SUPPORTED BY LADD** to close nominations and that a unanimous ballot be cast in favor of Bruce Cadwallender for Chairperson to take effect May 1, 2017. All ayes, motion carried.

**MOTION BY HORVATH, SUPPORTED BY HOLZHAUSEN** to nominate Vicki Bocek for the position of Vice-Chairperson. Nominations were requested from the floor three times. **MOTION BY HORVATH, SUPPORTED BY HOLZHAUSEN** to close nominations and that a unanimous ballot be cast in favor of Vicki Bocek for the position of Vice-Chair to take effect May 1, 2017. All ayes, motion carried.

**MOTION BY HORVATH, SUPPORTED BY BOCEK** to nominate Robyn Spencer for the position of Secretary. Nominations were requested from the floor three times. **MOTION BY HORVATH, SUPPORTED BY BOCEK** to close the nominations and that a unanimous ballot be cast in favor of Robyn Spencer for the position of Secretary to take effect May 1, 2017. All ayes, motion carried.

J. Walden turned the chair of the meeting to V. Bocek.

**MOTION BY HORVATH, SUPPORTED BY DODGE** to nominate Jerry Walden for the position of Treasurer. Nominations were requested from the floor three times. **MOTION BY HORVATH, SUPPORTED BY DODGE** to close nominations and that a unanimous ballot be cast in favor of Jerry Walden for the position of Treasurer to take effect May 1, 2017. All ayes, motion carried.

J. Walden returned to being the chair of the meeting.

**MOTION BY HUGHES, SUPPORTED BY HORVATH** to accept with reservations the resignation of Joan Durling from the Shiawassee CMH Board of Directors. All ayes, motion carried.

**FINANCE AND**

**FACILITIES COMMITTEE:**

**MOTION BY CADWALLENDER, SUPPORTED BY BOCEK** to accept the following vouchers as presented, for a total of \$940,038.76

- Voucher #AP-2590 in the amount of \$335,188.41
- Voucher #AP-2591 in the amount of \$85,053.74
- Voucher #AP-2592 in the amount of \$324,265.80
- Voucher #AP-2593 in the amount of \$195,530.81

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

**SUMMARY OF FINANCIAL RESULTS** for period ending March 31, 2017, was reviewed by CFO Kevin Hartley.

**MOTION BY HORVATH, SUPPORTED BY WIESE** to authorize Medicaid expenditures for the wheelchair ramp for the family's vehicle at a cost of \$17,836.00.

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

**GOVERNANCE  
COMMITTEE:**

**MOTION BY BOCEK, SUPPORTED BY LADD** to approve the Board Governance Policy #14 Appointments to Outside Entities. All ayes, motion carried.

J. Walden had to leave the meeting at 6:26 p.m., V Bocek took over as chair at 6:27 p.m.

**HUMAN RESOURCES:**

**MOTION BY WIESE, SUPPORTED BY DODGE** to approve the Human Resources Policy #13 Family Medical Leave policy as presented. All ayes, motion carried.

**MID-STATE HEALTH  
NETWORK:**

R. Spencer reports the next meeting is May 3, 2017. B. Cadwallender reports there is a lot of talk regarding Section 298.

**REGIONAL CONSUMER  
ADVISORY COUNCIL:**

J. Ladd reported there was a meeting in March to determine the Strategic Plan, focusing on Better Health, Better Care, Better Value. Our local board will begin holding meetings at New Directions in hopes of having more participation.

**CHIEF EXECUTIVE  
OFFICER'S REPORT:**

L. Hull reviewed her CEO report. L. Hull informed the community about the large change in HSW changes in the State. This will be quite a transition in how our agency provides services. A survey has been conducted by CMHs to determine who is in line with new guidelines, and who may need a corrective action plan. L. Hull reports the MSHN board will be voting on a long term plan for cash management in their May 3, 2017 meeting. L. Hull is in agreement with this cash plan.

**CHAIRPERSON'S  
REPORT:**

Voting delegates at the Spring MACMHB Conference will be J. Walden and B. Cadwallender.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**PUBLIC COMMENT:** No public comment.

**BOARD MEMBER  
COMMENT:**

B. Dodge congratulated B. Cadwallender on his new position as Board Chairperson.

**NEXT MEETING:** The next board meeting will be May 22, 2017 at 5:30 p.m.

**ADJOURNED:** **MOTION BY DODGE, SUPPORTED BY LADD** to adjourn the meeting at 6:55 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