



SHIAWASSEE COUNTY COMMUNITY
Mental Health Authority

Minutes
August 28, 2017

A meeting of the Board of Directors of the Shiawassee County Community Mental Health Authority was held at 207 N. Dewey St., Owosso, Michigan.

- CALL TO ORDER:** The meeting was called to order at 5:34 p.m. on Monday, August 28, 2017, by Chairperson Bruce Cadwallender.
- 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
- ALSO PRESENT:** Jamie Burke (Minutes), Howard Spencer, Lindsey Hull, Chief Executive Officer; Kevin Hartley, Chief Financial Officer, Shawn Dilts, Access and Utilization Management Supervisor, Deb Howell, New Directions Aide, Diane Vack; Case Coordination
- 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 asked to add to the agenda "Human Resources Consultation". B. Cadwallender added this as item #11, after the Finance and Facilities section.
- MOTION BY HORVATH, SUPPORTED BY BRUFF** to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** There was no public comment.
- TEN-MINUTE TRAINING:** Deb Howell provided a tour of the New Directions and provided a review of the services provided at New Directions. Discussion of the community's support of New Directions through donations of food and other activities. Discussion of transportation services to doctor's appointments, grocery stores, and different activities throughout the community. Deb stated that the drop-in center has over 300 members.
- CONSENT AGENDA:** **MOTION BY BOCEK, SUPPORTED BY BRUFF** to approve the consent agenda as presented. All ayes, motion carried.
a.) Minutes from the July 24, 2017 Board Meeting

- b.) Minutes from the August 14, 2017 Program Committee
- c.) Minutes from the August 21, 2017 Finance and Facilities Committee

FINANCE AND

FACILITIES COMMITTEE:

MOTION BY HORVATH, SUPPORTED BY BRUFF to accept the following vouchers as presented, for a total of \$863,923.97

- Voucher #AP-2607 in the amount of \$191,410.44
- Voucher #AP-2608 in the amount of \$218,190.95
- Voucher #AP-2609 in the amount of \$266,938.30
- Voucher #AP-2610 in the amount of \$187,384.28

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

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

MOTION BY HORVATH, SUPPORTED BY BRUFF to accept the August 2017 contract requests as presented.

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

B. Cadwallender asked for a voice vote to accept the FY2018 changes for direct provided clinical service rates. Motion Carried.

MOTION BY HORVATH, SUPPORTED BY BRUFF to accept the one-time additional contribution of \$80,000 to MERS retirement before September 30, 2017.

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

MOTION BY DODGE, SUPPORTED BY BOCEK to accept Wade Trim as the engineering firm that will create a plan to remedy the water drainage issues at our facility for \$15,000.

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

B. Cadwallender voiced that he would like the area of the building to be pre-identified for what's under the ditch to ensure that we can move anyone in harm's way.

**HUMAN RESOURCES
CONSULTATION:**

L. Hull requested a closed session per Section 15.268 (8a) of The Open Meetings Act.

MOTION BY CADWALLENDER, SUPPORTED BY WIESE to convene a closed session at 6:32 p.m. under Section 15.268(8a) of The Michigan Open Meetings Act.

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

MOTION BY BOCEK, SUPPORTED BY WIESE to adjourn the closed session at 7:09 p.m.

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

MOTION BY WIESE, SUPPORTED BY DODGE to refer to legal counsel regarding the recent Personnel complaint to clarify the process to move forward. Voice vote: All ayes, motion carried.

**RECIPIENT RIGHTS
ADVISORY COMMITTEE:**

MOTION BY SPENCER, SUPPORTED BY DODGE to approve the Recipient Rights Policy #53-Recipient Rights Check. All ayes, motion carried.

**MID-STATE HEALTH
NETWORK:**

R. Spencer reported the next Mid-State Health Network meeting will be Tuesday, September 12th at Newaygo County.

**REGIONAL CONSUMER
ADVISORY COUNCIL:**

J. Ladd stated that the Regional Consumer Advisory Council also reviewed the direct provided service rates.

**CHIEF EXECUTIVE
OFFICER'S REPORT:**

L. Hull informed the board that our agency will be closing the P.O. Box, and having mail delivered to the agency's address instead. L. Hull also invited the board members to the Wellness Walk on September 13th from 2:00-5:00p.m. at our agency.

**CHAIRPERSON'S
REPORT:**

B. Cadwallender stated it has been reported that there is a higher rate of teens isolating themselves with "screen time" and there has been an increased rate of suicides for this population.

B. Cadwallender also asked the board members to consider attending the MACMHB Fall Conference in Traverse City.

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 September 25, 2017 at 5:30 p.m.

ADJOURNED: **MOTION BY DODGE, SUPPORTED BY BOCEK** to adjourn the meeting at 7:23 p.m. All ayes, motion carried.



SCCMHA Board Secretary



Date Approved

Meeting minutes submitted respectfully by:

Jamie Burke
Executive Assistant, SCCMHA