

MINUTES OF THE MEETING
of the
ALLEGAN COUNTY COMMUNITY MENTAL HEALTH SERVICES BOARD
Tuesday, September 21, 2010

Mr. Campbell called the meeting to order at 6:42 p.m. Those in attendance were:

BOARD MEMBERS: Patricia Pera, Fritz Spreitzer, Theresa Lynn, Richard Wiley, Jon Campbell, Sara Busfield, Tom Belco, Terry Burns.

ABSENT: James Kaczanowski, Cleon Duryea, Heidi Wolf, Juanita Gonzales.

STAFF: Marianne Huff, Jerilyn Roebing, Sally Beyer, Peggy St. John, Patrick Thebert-Wright, Lynn Yetman, Nikki McLaughlin, Deb Trout, Erika Lobdell, Dave Morse, Nannette Lawrence, Gail Costephens, Myrna Simon

VISITORS: Dale Cook

PUBLIC COMMENT: none.

Discussion: A mistake was noted in the August minutes regarding the July collection figure. July collections were \$197.00. Money Recovery received \$69.83 and Allegan CMH received \$127.17.

MR. WILEY MOVED TO APPROVE THE MINUTES OF THE AUGUST 17, 2010 MEETING WITH THE CORRECTED JULY COLLECTION FIGURE. SUPPORTED BY MR. BELCO. MOTION CARRIED.

Mr. Campbell noted that the Board would go into Executive Session at the end of the meeting.

Mr. Campbell announced that Theresa Lynn has resigned. Mr. Campbell recognized Ms. Lynn with a plaque and thanked her for her years of services 2006-2010. Peggy St. John was recognized for her 40 years of service. Photos were taken for a press release.

PUBLIC HEARING ~ 2010-2011 OPERATING BUDGET:

Ms. St. John reported that on 08-23-2010 Notice for Public Hearing was posted at each building site, also in lobby of building, in Board book, published on the County website, Allegan County News & Gazette (Sept. 9 & 16th editions), PIHP and affiliate CEO's and CFO's.

Ms. St. John mailed FY2011 Budget Highlights report and reviewed the 2010-2011 operating budget. She reported CMH staff has not had a COL raise since 2006 and reviewed the FY2010 Bonus Proposal. Mr. Campbell noted that the Finance Committee approved the bonus proposal.

EXECUTIVE DIRECTOR/DD SERVICES REPORT:

The Executive Director's Report was distributed. Career Concepts report was included and written by Heather Barsy.

Ms. Huff reported that Gail Costephens' board duties will end this month and introduced Myrna Simon who will assume those responsibilities.

Ms. Huff gave an update on Lansing's proposed budget cuts. She reported the proposed cuts to the General Fund for CMHSPs was much less than anticipated, approximately 5.4 million as opposed to 53.7 million as originally proposed, about .5% of our total GF allocation, which is less than \$8,000.00. She thanked everyone for their advocacy but noted that 2012 is still a concern. The budget is in the black. Mr. Spreitzer asked if this would help/affect our waiting list. Ms. Huff reported that it can be addressed now but noted that anyone in crisis is always served. She also reported there would be an increase in the monitoring of the services that we provide to our consumers by the Centers for Medicare and Medicaid (CMS). Michigan has been placed on provisional status in regards to our waiver contracts.

Ms. Huff reported on the status of the Recipients Rights Officers. Delora Andrus is taking DCH training and doing great. During the interim, Kalamazoo County CMH is providing back up services.

CLINICAL DIRECTOR'S REPORT:

Ms. Roebing's report was mailed. She distributed and reviewed the hospital report. Mr. Campbell discussed a suicide newspaper article by Rosemary Parker. He noted that there were many comments regarding the high rate of CMH calls, but that those are not the people on the waiting list. Discussion followed.

INFORMATION SERVICES DIRECTOR:

Mr. Thebert-Wright's report was mailed. He distributed the report and noted that it was very positive and in compliance with state standards. He gave an update on the printer project.

QUALITY IMPROVEMENT:

No report.

FINANCE REPORT:

MS. LYNN MOVED TO APPROVE THE FOLLOWING VOUCHERS:

00473	VENDOR & SERVICES	721,912.58
00474	VENDOR & SERVICES	62,727.00
00475	VENDOR & SERVICES	366,496.77
P1356	PAYROLL	201,749.40
P1357	PAYROLL	198,860.74

SUPPORTED BY MS. BUSFIELD. MOTION CARRIED UNANIMOUSLY BY ROLL CALL.

MR. WILEY MOVED TO APPROVE THE FOLLOWING CONTRACTS:

2010-241	2010-270A	2010-353	2010-355	2010-359
2010-363	2010-364	2010-365	2010-367	2011-002

SUPPORTED BY MR. BELCO. MOTION CARRIED UNANIMOUSLY BY ROLL CALL.

There were no write offs.

August collections were \$105.00. Money Recovery received \$63.00 and Allegan CMH received \$42.00. Four accounts were pain on, none in full.

The self-insurance fund is at \$40,084 at the end of August.

The unofficial cash balance at the end of August is \$2,447.929.
(Average monthly operating cash needed is \$1,525,254.)

Ms. St. John reviewed the request for a one-time bonus payment and noted that the Finance Committee approved it.

MR. BELCO MADE A MOTION TO APPROVE THE ONE TIME STAFF BONUS.
SUPPORTED BY MR. WILEY. MOTION CARRIED.

Insurance renewal FY2011: \$52,600, down \$7,000 due to only insuring three vehicles this year. Property (contents), Board of Directors, and professional liability are included. Ms. St. John presented a proposal to double insurance coverage for an additional \$1150. Currently we are covered for \$5 million per occurrence. Ms. St. John noted that we will need to look at network protection in the future, which will cover computer hacking. The Finance Committee recommended that we remain at the current coverage.

MR. SPREITZER MOVED TO APPROVE RENEWING INSURANCE AT CURRENT RATE OF \$52,600. SUPPORTED BY MS. LYNN. MOTION CARRIED.

The FY2011 Budget for \$18,939,835: was received. Discussion followed.

MR. BELCO MOVED TO APPROVE FY2011 BUDGET OF \$18,939,835. SUPPORTED BY MR. BURNS. MOTION CARRIED UNANIMOUSLY BY ROLL CALL.

RECIPIENTS RIGHTS ADVISORY COMMITTEE:

The Recipients Rights report was emailed.

PERSONNEL COMMITTEE:

The Recipients Rights report was distributed and reviewed.

There was a request to extend medical leave for Wendy Adrianson to October 21 and a request to extend medical leave for Linda Myers to November 1.

MR. WILEY MOVED TO APPROVE REQUEST FOR MEDICAL LEAVE EXTENSIONS FOR WENDY ADRIANSON TO OCTOBER 21 AND LINDA MYERS TO NOVEMBER 1. SUPPORTED BY MS. LYNN. MOTION CARRIED.

Discussion followed regarding how to determine the cut-off point for requests for extending medical leaves. The policy is being looked at. Ms. Huff also noted that a reorganization plan is in process, the goal being for the reunification of the agency and uniformity of pay between agencies.

PROGRAM COMMITTEE:

The Program Committee report was emailed. Mr. Belco discussed the need for an affiliation committee, reviewed the self-determination policy, discussed by-laws, and looked at other samples. It was emailed. A sign up sheet was sent around asking Board when they can meet other than 10:00 a.m.

LEGAL COMMITTEE:

No report.

AFFILIATION ISSUES:

Mr. Campbell reported that the Southwest Michigan Affiliation (SMA) Governance Council met September 10. Each affiliation was asked to discuss with their boards whether to appoint alternates or send more board members to the joint meetings. It was recommended to send three from each county (two members and executive director).

MS. LYNN MOVED TO APPROVE SENDING MR. WILEY AND MR. BELCO AS SMA GOVERNANCE COUNCIL REPRESENTATIVES. SUPPORTED BY MR. SPREITZER. MOTION CARRIED.

Ms. Huff proposed that the Board formally adopt the SMA Governance Council.

MR. BELCO MOVED TO ENDORSE SMA GOVERNANCE COUNCIL. SUPPORTED BY MS. PERA. MOTION CARRIED. Discussion followed regarding the frequency of these meetings.

OTHER ISSUES:

Ms. Huff's proposal to adopt a "choice resolution" was emailed. She distributed the report and gave an overview and background then presented a resolution for "choice".

MR. BELCO MOVED TO APPROVE THE BOARD CHOICE RESOLUTION WITH THE CORRECTION OF "ACCMHS" CHANGED TO "MACMHB". SUPPORTED BY MR. SPREITZER. MOTION CARRIED.

PUBLIC COMMENT:

Mr. Dale Cook thanked the board for their dedication and hard work. Mr. Cook suggested that perhaps residents of 108th home could purchase it as well as hire MOKA to work for them. Mr. Cook noted that MOKA employees have not had a raise in four years and asked the board to consider that.

MR. BELCO MOVED TO GO INTO EXECUTIVE SESSION AT 8:30 P.M. SUPPORTED BY MR. BURNS. MOTION CARRIED.

MR. SPREITZER MOVED TO RETURN TO OPEN SESSION AT 9:10 P.M. SUPPORTED BY MR. WILEY. MOTION CARRIED.

MS. BUSFIELD MOVED TO ADJOURN THE MEETING AT 9:11 P.M. SUPPORTED BY MR. BELCO.

Meeting adjourned at 9:11 p.m.

Respectfully submitted,

Myrna Simon
Administrative Assistant

Jon Campbell
Board Chairman