

MINUTES OF THE MEETING
of the
ALLEGAN COUNTY COMMUNITY MENTAL HEALTH SERVICES BOARD
Tuesday, February 15, 2011

CALL TO ORDER

Mr. Campbell called the meeting to order at 6:41 p.m. Those in attendance were:

BOARD MEMBERS: Patricia Pera, Robin Melvin, Fritz Spreitzer, Richard Wiley, Jon Campbell, Cleon Duryea, Terry Burns

ABSENT: Juanita Gonzales, Heidi Wolf, Sara Busfield, Tom Belco, James Kaczanowski

STAFF: Peggy St. John, Patrick Thebert-Wright, Nanette Lawrence, Tim Smith, Myrna Simon

VISITORS: Dale Cook

PROVISION FOR PUBLIC COMMENT: ~ None.

APPROVAL OF THE MINUTES

The January minutes were reviewed and approved.

MR. WILEY MADE A MOTION TO APPROVE THE JANUARY MINUTES. SUPPORTED BY MR. SPREITZER. MOTION PASSED.

APPROVAL OF THE AGENDA ~ No changes.

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director's Report was mailed.

SUPPORTED EMPLOYMENT/ACC REPORT:

Ms. Barsy's report was mailed.

DEPUTY DIRECTOR'S REPORT:

No report this month.

INFORMATION SERVICES DIRECTOR'S REPORT:

Mr. Thebert-Wright gave an update on the printer project and electronic medical records status.

COMPLIANCE DIRECTOR'S REPORT:

Ms. Trout's report was mailed.

QUALITY IMPROVEMENT'S REPORT:

Mr. Smith's report was mailed. The Board reviewed the QI Plan.

MS. MELVIN MADE A MOTION TO APPROVE THE QI PLAN. SUPPORTED BY MR. SPREITZER. MOTION PASSED.

FINANCE COMMITTEE'S REPORT:

Mr. Burns reviewed the Finance Committee's report.

MR. WILEY MOVED TO APPROVE THE FOLLOWING VOUCHERS:

#00494 Vendor & Serv.	\$970,432.75
#00495 Vendor & Serv.	281,615.94
#P1368 Payroll	191,826.24
#P1369 Payroll	220,138.35

SUPPORTED BY MR. BURNS MOTION CARRIED BY ROLL CALL.

MR. BURNS MOVED TO APPROVE THE FOLLOWING CONTRACTS:

2010-286	2011-079A	2011-180	2011-192	2011-202
2010-370	2011-083	2011-180A	2011-193	2011-203
2011-011	2011-094	2011-181	2011-194	2011-204
2011-020	2011-095	2011-181A	2011-195	2011-205
2011-022A	2011-136	2011-183	2011-196	2011-206
2011-038	2011-148A	2011-183A	2011-198	2011-209
2011-068	2011-155A	2011-190	2011-200	
2011-073	2011-155B	2011-191	2011-201	

SUPPORTED BY MR. WILEY. MOTION CARRIED BY ROLL CALL.

Two write-offs @ \$912.00. Average of \$456.00. Collections report: December was mailed, January was handed out. For the month of December, a total of \$125.00 was collected. Money Recovery received \$41.66 and Allegan CMH received \$83.34. Three accounts were paid on, none in full. For the month of January, a total of \$146.33 was collected. Money Recovery received \$49.50 and Allegan CMH received \$96.83. Five accounts were paid on, none in full.

MR. WILEY MOVED TO APPROVE THE WRITE-OFFS OF \$912.00. SUPPORTED BY MS. MELVIN. MOTION CARRIED.

The self-insurance fund is at \$10,877.82 at the end of January

The unofficial cash balance at the end of January is \$3,024,940 (Average monthly operating cash needed \$1,578,320)

Extension of audit firm for FY11 @ \$17,700

MR. SPREITZER MOVED TO APPROVE THE EXTENSION OF AUDIT FOR FY2011 @ \$17,700. SUPPORTED BY MS. PERA. MOTION PASSED.

PERSONNEL COMMITTEE'S REPORT:

Mr. Duryea reported the Personnel Committee did not meet today due to recipients rights training.

RECIPIENTS RIGHTS ADVISORY COMMITTEE'S REPORT:

Mr. Duryea reported that the Recipients Rights Advisory Committee held a training today.

PROGRAM COMMITTEE'S REPORT: ~ No report.

LEGAL COMMITTEE'S REPORT: ~ No report.

AFFILIATION ISSUES:

Mr. Campbell reported that Allegan County is hosting the Administrative Governance Council May 19 meeting at the Karl Zimmerman room from 10:00 to 11:30. All are invited. Mr. Campbell shared the affiliation's vision/mission statement. Give your feedback to Mr. Wiley.

OTHER ISSUES:

Mr. Campbell reported that there is a joint strategic planning meeting of the Board and Expanded Management Team on March 1 at the Karl Zimmerman room from 12:30 to 5:00. Lunch is being provided.

Mr. Campbell read a letter from Jim Kaczanowski giving notice that he is resigning from the board effective February 1. Ms. Pera announced that she is resigning from the board when her term expires on March 31.

MR. CAMPBELL MADE A MOTION TO ACCEPT THE RESIGNATIONS OF MR. KACZANOWKI EFFECTIVE FEBRUARY 1 AND OF MS. PERA EFFECTIVE MARCH 31. SUPPORTED BY MS. MELVIN. MOTION CARRIED.

PROVISION FOR PUBLIC COMMENT: ~ No comments.

MR. DURYEY MOVED TO ADJOURN THE MEETING AT 7:28 P.M. SUPPORTED BY MR. WILEY. MOTION CARRIED.

Respectfully submitted,

Myrna Simon
Executive Assistant

Jon Campbell
Board Chairman