



SHIAWASSEE COUNTY COMMUNITY
Mental Health Authority

Minutes
October 17, 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 5:34 p.m. on Monday, October 17, 2016, by Chairperson Jerry Walden.

J. Walden made the announcement that Board Member Fred Finnen passed away last evening. The board will be sending flowers on behalf of the board. J. Walden noted that Fred was still strong in his participation on the board.

MISSION STATEMENT: Members reviewed the Mission Statement of the Shiawassee County Community Mental Health Authority.

ROLL CALL: Jamie Burke

MEMBERS PRESENT: Vicki Bocek, Bruce Cadwallender, Gary Holzhausen, John Horvath, Janelle Hughes, Jeanne Ladd, Kathleen Olund, Paul Wiese, Jerry Walden

MEMBERS ABSENT: Robyn Spencer

ALSO PRESENT: Lindsey Hull; Chief Executive Officer, Kevin Hartley; Chief Financial Officer, Jamie Burke (Minutes)

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was recited.

MOMENT OF SILENCE FOR REFLECTION: A moment of silence was observed. J. Walden asked the board to think of Fred Finnen's family.

APPROVAL OF AGENDA: **MOTION BY LADD, SUPPORTED BY HUGHES** to approve the agenda as presented. All ayes, motion carried.

PUBLIC COMMENT: No public was present.

CONSENT AGENDA: **MOTION BY HUGHES, SUPPORTED BY BOCEK** to approve the consent agenda as presented. All ayes, motion carried.
a.) Minutes from the September 26, 2016 Board Meeting
b.) Minutes from the September 26, 2016 Governance Committee
c.) Minutes from the September 26, 2016 Public Hearing
d.) Notes from the October 3, 2016 Human Resources Committee
e.) Minutes from the October 10, 2016 Nominations Committee
f.) Minutes from the October 10, 2016 Program Committee
g.) Minutes from the October 10, 2016 Human Resources Committee

FINANCE AND

FACILITIES COMMITTEE: **MOTION BY CADWALLENDER , SUPPORTED BY HORVATH** to accept the following vouchers as presented, for a total of \$1,112,657.25:

- Voucher #AP-2563 in the amount of \$304,603.21
- Voucher #AP-2564 in the amount of \$98,750.77
- Voucher #AP-2565 in the amount of \$539,775.45
- Voucher #AP-2566 in the amount of \$169,527.82

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

SUMMARY OF FINANCIAL RESULTS for period ending September 30, 2016, was reviewed by CFO Kevin Hartley.

MOTION BY HORVATH, SUPPORTED BY HUGHES to approve the contract requests for October 2016 as presented.

It was noted in this month's contract request that the company of H&M Cleaning Company, is an employee of the Employment and Skill Building Program. Administration reports there is not a known conflict of interest.

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

MOTION BY CADWALLENDER, SUPPORTED BY HOLZHAUSEN to approve the contract with Crooked Tree Nursery for snow removal for the 2016-2017 winter season

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

**HUMAN RESOURCES
COMMITTEE:**

J. Hughes explained that the Human Resources Committee reviewed tools of different Chief Executive Officer Performance Evaluations of other CMHs. L. Hull requested in the future to have the tool be known the year prior to her review, so she can be aware of what she will be evaluated on.

MOTION BY HOLZHAUSEN, SUPPORTED BY HORVATH to use the presented Chief Executive Officer Performance Evaluation for a three year period. Motion carried.

MOTION BY OLUND, SUPPORTED BY WIESE to accept the changes to the Credentialing Policy as presented.

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

**NOMINATIONS
COMMITTEE:**

MOTION BY HORVATH, SUPPORTED BY HOLZHAUSEN to nominate Bruce Cadwallender for appointment to the Mid-State Health Network Board to fill the remainder of Joan Durling's term until May 31, 2018. 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 Bruce Cadwallender for the appointment to the Mid-State Health Network Board to fill the remainder of Joan Durling's term until May 31, 2018. All ayes, motion carried.

**MID-STATE HEALTH
NETWORK:**

The next meeting is scheduled for November 1, 2016.

**CHIEF EXECUTIVE
OFFICER'S REPORT:**

L. Hull reviewed her CEO report with the full board.

**CHAIRPERSON'S
REPORT:**

J. Walden reported that next week is the MACMHB Fall Conference. One of the highlights of the Board Chairperson meeting is in regards to workgroups on the Section 298.

J. Walden reported he will be stepping down from the MACMHB Finance Committee. This committee meets the third Thursday of every month.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

PUBLIC COMMENT: No public comment.

**BOARD MEMBER
COMMENT:**

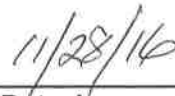
J. Walden reminded the board about the flower fund.

NEXT MEETING: The next board meeting will be November 28, 2016 at 5:30 p.m.

ADJOURNED: **MOTION BY BOCEK, SUPPORTED BY HUGHES** to adjourn the meeting at 6:24 p.m. All ayes, motion carried.



SCCMHA Board Secretary



Date Approved

Meeting minutes submitted respectfully by:

Jamie Burke
Executive Assistant, SCCMHA

These minutes were approved by the SCCMHA Board of Directors on November 28, 2016.