

**Shiawassee County Community Mental Health Authority  
Finance and Facilities Committee – Minutes  
February 20, 2017**

**Members Present:** Bruce Cadwallender (phone), Vicki Bocek, Jerry Walden

**Members Excused:** Gary Holzhausen

**Others Present:** Lindsey Hull, Chief Executive Officer; Kevin Hartley, Chief Financial Officer; Jamie Burke, Executive Assistant (Minutes)

Topic	Key Discussion	Actions
1. Call to Order	V. Bocek chaired the meeting as B. Cadwallender was on the phone.	The meeting was called to order by Vicki Bocek at 5:31 p.m.
2. Approval of the Agenda	L. Hull added Contract Manager position and Main St. Café to the agenda as items 6a and 6b.	<b>MOTION BY WALDEN, SUPPORTED BY BOCEK</b> to approve the agenda as amended. All ayes, motion carried.  <b>MOTION BY WALDEN, SUPPORTED BY BOCEK</b> to excuse Gary Holzhausen from this evening's meeting. All ayes, motion carried.
3. Public Comment	There was no public comment.	
<b>Unfinished Business- None</b>		
<b>New Business</b>		
4. Review of Vouchers	The committee reviewed the following Vouchers, and answered any questions: a) AP-2581 in the amount of \$697,771.05 b) AP-2582 in the amount of \$234,028.04 c) AP-2583 in the amount of \$200,174.13 d) AP-2584 in the amount of \$194,360.81 e) AP-2585 in the amount of \$328,268.18	<b>MOTION BY WALDEN, SUPPORTED BY BOCEK</b> to recommend to the Board the approval of Vouchers AP-2581, AP-2582, AP-2583, AP-2584 and AP-2585 totaling \$1,654,602.21 as presented. All ayes, motion carried.
5. Financial Report	K. Hartley reviewed the Financial Report with the committee.	Informational only; No action needed.
6. Contract Requests	L. Hull reviewed the contract requests with the committee.	<b>MOTION BY WALDEN, SUPPORTED BY BOCEK</b> to accept the contract requests for February 2017 and forward to the full board

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		for approval. All ayes, motion carried.
6a. Contract Manager Update	L. Hull provided an update on the vacant Contract Manager. Our agency is currently in the process of seeking to fill the vacancy.	Informational only; No action needed.
6b. Main St. Café Update	L. Hull provided an update on the need for the Main St. Café to be licensed through the Health Department. L. Hull reports the Café is in good standing and will be capable of covering the costs inquired.	Informational only; No action needed.
7. Next Meeting		The next meeting will be March 20, 2017 at 5:30 p.m.
8. Adjourn		<b>MOTION BY WALDEN, SUPPORTED BY BOCEK</b> to adjourn the meeting at 6:07 p.m. All ayes, motion carried.

These minutes were approved by the SCCMHA Board of Directors on February 27, 2017.