



SHIAWASSEE COUNTY COMMUNITY
Mental Health Authority

Minutes
March 27, 2017

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 5:31 p.m. on Monday, March 27, 2017, by Chairperson Jerry Walden.
- 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, Janelle Hughes, Jeanne Ladd, Kathleen Olund, Robyn Spencer, Paul Wiese, Jerry Walden
- ALSO PRESENT:** Jamie Burke (Minutes), Howard Spencer, Lindsey Hull, Chief Executive Officer; Kevin Hartley, Chief Financial Officer; Dirk Love, Rebecca Browne, John Horvath, Doug Deeter and Heather Kuebler from Rehmann Robson.
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was recited.
- MOMENT OF SILENCE FOR REFLECTION:** A moment of silence was observed.
- APPROVAL OF AGENDA:** J. Walden added Bill Dodge to the Oath of Office. L. Hull add to the agenda item #13-1 Governance Item- Information on Board Retreat and item #13-2 Governance Item Board Self-Evaluation.
- MOTION BY SPENCER, SUPPORTED BY LADD** to approve the agenda as amended. All ayes, motion carried.
- PUBLIC COMMENT:** There was no public comment.
- INDEPENDENT AUDITOR'S REPORT:** Doug Deeter provided an overview of the financial audit completed by his team from Rehmann Robson. Doug reported they had a modified opinion. Doug provided comparison information on the pension plan after the change in the GASB standards. Our agency is working towards 100% funding in the pension plan. Doug explained that our agency needed to make some minor improvements in our Internal Controls. K. Hartley reports these changes have already been made.
- MOTION BY BOCEK, SUPPORTED BY SPENCER** to accept and place on file the auditor's report. All ayes, motion carried.

OATH OF OFFICE: New Board Members Mike Bruff and Charles Dodge were sworn in by Rebecca Browne.

TEN-MINUTE TRAINING: D. Love provided an overview on the Risk Management Plan. SCCMHA maintains various formal governance and staff-level committees in which risk is identified, addressed, managed and abated. These include a Utilization Management Committee, Ethics Committee, Management Team, and Corporate Compliance Committee. D. Love stated that contract companies will have their own risk management plans. Our agency will audit these companies each year on their risk management. Training of staff to make them more capable of providing services is a component of managing risk.

CONSENT AGENDA: **MOTION BY LADD, SUPPORTED BY SPENCER** to approve the consent agenda as presented. All ayes, motion carried.
a.) Minutes from the February 27, 2017 Board Meeting
b.) Minutes from the February 28, 2017 Ambassador's Council
c.) Minutes from the March 20, 2017 Finance and Facilities Committee
d.) Minutes from the March 20, 2017 Nominations Committee

FINANCE AND FACILITIES COMMITTEE: **MOTION BY CADWALLENDER, SUPPORTED BY HUGHES** to accept the following vouchers as presented, for a total of \$812,676.31

- Voucher #AP-2586 in the amount of \$104,940.20
- Voucher #AP-2587 in the amount of \$317,861.90
- Voucher #AP-2588 in the amount of \$107,682.63
- Voucher #AP-2589 in the amount of \$282,191.58

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

SUMMARY OF FINANCIAL RESULTS for period ending February 28, 2017, was reviewed by CFO Kevin Hartley.

MOTION BY CADWALLENDER, SUPPORTED BY WIESE to accept the grant from the Shiawassee United Way for equipment for the Lawn, Snow, and Recycling Center in the amount of \$4,000.

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

The board accepts the annual review and revised policy statement for the Safety and Facilities policies. All ayes.

MOTION BY CADWALLENDER, SUPPORTED BY BOCEK to enter into a contract with Elite Lawn Landscaping Management for the 2017 Lawn and Landscape Management for \$500.00 per month, totaling \$3,500.00.

Roll Call Vote: Cadwallender aye, Dodge aye, Holzhausen aye, Hughes aye, Ladd aye, Olund aye, Spencer aye, Wiese aye, Bocek aye, Bruff aye, Walden nay. Motion carried.

**NOMINATIONS
COMMITTEE:**

MOTION BY CADWALLENDER, SUPPORTED BY SPENCER to recommend the reappointment to the SCCMHA Board of Directors Jeanne Ladd, Janelle Hughes, and Kathy Olund for three-year terms, April 1, 2017, through March 31, 2020, and to forward to the Shiawassee County Board of Commissioners for approval. Motion carried.

The Board will vote on officers in the April Board Meeting. The board members were presented with a survey of interest in filling board office positions. Board Members to turn into J. Burke. The Nominations Committee will meet in April.

**GOVERNANCE
COMMITTEE:**

V. Bocek informed the board that the Board Retreat will be Saturday, May 20, 2017 from 8:30 a.m.-3:00 p.m.

V. Bocek said the Board Self-Evaluation will be due by May 5, 2017 to be reviewed by the board at the Board Retreat.

**MID-STATE HEALTH
NETWORK:**

R. Spencer stated that MDHHS is working on establishing a database to keep count of hospital beds available. The hope is that CMHs will be able to access a database of what beds are available. MSHN has been tracking certificate of need, tracking denials. B. Cadwallender added that Section 298 work that has been going on between the state and PIHPs includes one model that preserves the carve out. B. Cadwallender reports the Department of Corrections is looking seriously at Substance Abuse services being provided by PIHP. B. Cadwallender also reports there may be an increase in finances for state hospitals.

**REGIONAL CONSUMER
ADVISORY COUNCIL:**

J. Ladd reported the meeting meets next month.

**CHIEF EXECUTIVE
OFFICER'S REPORT:**

L. Hull reviewed her CEO report.

MOTION BY SPENCER, SUPPORTED BY DODGE to adopt the board resolution as presented.

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

**CHAIRPERSON'S
REPORT:**

J. Walden reminded Board Members of the Spring Conference through MACMHB in May. J. Walden recognized Kathy Olund for her time served on the board, presented her with a certificate, and the board enjoyed cupcakes with Kathy.

UNFINISHED BUSINESS: None.

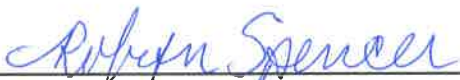
NEW BUSINESS: None.

PUBLIC COMMENT: No public comment.

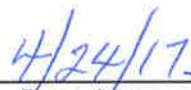
BOARD MEMBER COMMENT: None at this time.

NEXT MEETING: The next board meeting will be April 24, 2017 at 5:30 p.m.

ADJOURNED: **MOTION BY LADD, SUPPORTED BY WIESE** to adjourn the meeting at 6:40 p.m. All ayes, motion carried.



SCCMHA Board/Secretary



Date Approved

Meeting minutes submitted respectfully by:

Jamie Burke
Executive Assistant, SCCMHA