

**Shiawassee County Community Mental Health Authority
Finance and Facilities Committee – Minutes
August 21, 2017**

Members Present: Vicki Bocek (Vice Chair), Mike Bruff, Gary Holzhausen, John Horvath(Chair)

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		The meeting was called to order Chair J. Horvath at 5:34 p.m.
2. Approval of the Agenda		MOTION BY BOCEK, SUPPORTED BY BRUFF to approve the agenda as presented. All ayes, motion carried.
3. Public Comment	There was no public comment.	
Unfinished Business- None		
New Business		
4. Review of Vouchers	The committee reviewed the following Vouchers, and answered any questions: a) AP-2607 in the amount of \$191,410.44 b) AP-2608 in the amount of \$218,190.95 c) AP-2609 in the amount of \$266,938.30 d) AP-2610 in the amount of \$187,384.28	MOTION BY CADWALLENDER, SUPPORTED BY BOCEK to recommend to the Board the approval of Vouchers AP-2607, AP-2608, AP-2609, and AP-2610 totaling \$863,923.97 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 provided an explanation of the COFR system in the CMH system.	MOTION BY BOCEK, SUPPORTED BY HOLZHAUSEN to accept the contract requests as presented. All ayes, motion carried.
7. Direct Provided Service Rates	K. Hartley informed the committee that on an annual basis we must evaluate our rates.	MOTION BY HOLZHUASEN, SUPPORTED BY BRUFF to recommend to the full board to approve the direct provided service rates provided. All ayes, motion carried.
8. Retiree Insurance	L. Hull informed the committee that the retiree insurance has increased by 2%.	Informational; No action needed.

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9. MERS Contribution	Discussion of funding percentages for MERS and contribution amount.	MOTION BY HOLHAUSEN, SUPPORTED BY BOCEK to recommend to the full board to make a one-time contribution to the MERS retirement plan of \$80, 000 before September 30, 2017. All ayes, motion carried.
10. Water Drainage Project	L. Hull provided an explanation of the need for an upgraded drainage system.	MOTION BY CADWALLENDER, SUPPORTED BY BRUFF to recommend to the full board to accept Wade Trim as the engineering firm that will create a plan to remedy the water drainage issues at our facility for \$15,000. All ayes, motion carried.
11. Next Meeting		The next meeting will be September 18, 2017 at 5:30 p.m.
12. Adjourn		MOTION BY BOCEK, SUPPORTED BY BRUFF to adjourn the meeting at 6:36 p.m. All ayes, motion carried.

These minutes were approved by the SCCMHA Board of Directors on August 28, 2017.