



COMMUNITY MENTAL HEALTH AUTHORITY
CLINTON • EATON • INGHAM

**BOARD OF DIRECTORS
MEETING MINUTES**

Thursday, June 17th, 2010, 6:00 p.m.
Community Mental Health Building
812 E. Jolly Rd., Conf. Rm. G11-C, Lansing, MI 48910

Board Members present: Pat St. George, Chris Swope, Sara Clark Pierson, Joe Brehler, Kay Pray, Raul Gonzales, Maxine Thome, Stephen Manchester, Kay Randolph-Back;
Board Members absent: Dale Copedge (notified staff), Robert Showers (notified staff), Paul Palmer (notified staff)

Staff present: Toby Bayless, Mary Clissold, Kim Zimmerman, David Picone, Liz Holcomb, Maureen Moloney, Chuck Dougherty, Mark Phillips, Pam Keyes, Matt Taylor, Karon Ellis, Deb Darcy, Shana Badgley, Bob Sheehan, Judy Hazle

Public present: Jeff Fleming, Local 459 Service Representative

CALL TO ORDER:

The meeting was called to order at 6:04 pm by Chairperson Pat St. George.

PREVIOUS MEETING MINUTES

MOVED by Sara Clark Pierson and **SUPPORTED** by Stephen Manchester to approve the meeting minutes of May 20th, 2010. **MOTION CARRIED** unanimously.

ADOPTION OF AGENDA

MOVED by Stephen Manchester and **SUPPORTED** by Raul Gonzales to adopt the agenda as revised.

PUBLIC COMMENT ON AGENDA ITEMS:

Jeff Fleming urged adoption of agenda item #1 under Human Resources –Diverse Workforce to Match Community CMHA-CEI Serves. Mr. Fleming stated that labor is in support and has been advocating for more diversity among management.

Maxine Thome joined the meeting at 6:09 pm.

DIRECTORS REPORT:

Bob Sheehan introduced Maureen Moloney, Adult Mental Health Services Program Director and Shana Badgley, Coordinator of the Solution Focused Therapy. Ms. Badgley distributed a handout on Dialectical Behavioral Therapy (DBT) and explained that DBT is a life enhancement program, not a suicide prevention program. Ms. Badgley stated DBT is supportive, behavioral, cognitive, skill oriented, acceptance and change, a collaborative relationship. Ms. Badgley is the Coordinator of an eight member team at CMHA-CEI. Staff had to train to be part of this team.

Mr. Sheehan highlighted several areas of his written Executive Directors report of June 2010.

Mr. Sheehan reminded Board members that if they would like to contribute to PAC, checks are to be made out to CMH PAC Fund and given to Mr. Sheehan.

There was discussion on why the same software is not used by all CMHs across the State to save dollars.

Chris Swope arrived at 6:20 pm.

COMMITTEE REPORTS:

Program and Planning:

New Expense Contract: J & L Sunny AFC (CMHA-CEI)

MOVED by Raul Gonzales and SUPPORTED by Stephen Manchester that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new expense contract with J & L Sunny to purchase specialized residential services for the period of March 20, 2010 – December 31, 2012, and pay a daily rate of \$18.87, \$37.74, or \$56.61, dependent on the needs of the individual resident, for those services/goods. MOTION CARRIED unanimously.

Sub Acute Detoxification Program: Authorization for Continued Operation (CMHA-CEI)

MOVED by Raul Gonzales and SUPPORTED by Kay Pray that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors approve the continued operation of CMHA-CEI's Sub-acute Detoxification Program, recognizing that the program and a projected deficit, in FY 2010, of approximately \$253,600, and in light of the projected closure of this deficit in FY 2011, as a result of the multi-party financing package that has been assembled for the program. MOTION CARRIED unanimously.

Finance:

Sub Acute Detoxification Program: Authorization for Continued Operation (CMHA-CEI)

Board action taken by the P&P Committee. The Finance Committee did approve to go to the Board for authorization.

Expense Contract Renewals: Willow II AFC and Willow III AFC –Type A Homes (CMHA-CEI)

MOVED by Joe Brehler and SUPPORTED by Sara Clark Pierson that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into contract renewals to purchase residential services for the period of April 1, 2010 through December 31, 2012 from Ezabele Wa Yasuk for Willow II AFC and Willow III AFC at the per diem rates indicated:

Level I: \$18.86; Level II: \$37.71; Level III: \$55.57. MOTION CARRIED unanimously.

Municipal Employee Retirement System (MERS) –Additional Employer Contribution Needed to Reach Target Funded Percentage Over a Five or Fifteen Year Period (CMHA-CEI)

MOVED by Joe Brehler and **SUPPORTED** by Raul Gonzales that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to make additional MERS employer contributions needed to reach targeted funded percentages making a five year plan and reviewing it annually. **MOTION CARRIED** unanimously.

New Revenue Contract: Department of Community Health –Serious Emotional Disturbance Waiver Screening, Assessment, & Triage(CMHA-CEI)

MOVED by Joe Brehler and **SUPPORTED** by Stephen Manchester that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors authorize CMHA-CEI to enter into a new contract with the Department of Community Health to provide mental health screening, assessment and treatment services for the period of May 3, 2010 through September 30, 2010 and receive \$41,534 for those services. **MOTION CARRIED** unanimously.

Steady State Budget Projections for Fiscal Year 2010/2011(CMHA-CEI)

MOVED by Joe Brehler and **SUPPORTED** by Sara Clark Pierson to accept the Steady State Budget Projections for Fiscal Year 2010/2011 recognizing that the revenue figures are uncertain at this point so staff should take only those steps necessary to close the program specific portion of the projected deficit in FY 2010/2011 budget. **MOTION CARRIED** unanimously.

Human Resources:

Diverse Workforce To Match Community CMHA-CEI Serves (CMHA-CEI)

MOVED by Chris Swope and **SUPPORTED** by Stephen Manchester that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors approve the following motion as amended:

The CMH Authority of Clinton, Eaton, and Ingham Counties seek a diverse work force - diverse along a number of dimensions - in order to:

Promote a CMH workforce with characteristics which reflect those of the community served by the organization - a key component to ensuring the organization's cultural competence

Promote the full utilization of the organizations human resources and, through that utilization, the richness of backgrounds, skills, experiences, and perspectives that a diverse workforce provides to CMH and to the community that we serve

As one step in the pursuit of this goal, CMH staff, under the Human Resources Department and in a continuation of its longstanding efforts relative to the promotion of diversity and cultural competence work, will develop a new plan, for review, revision, and approval by the Human Resources Committee of the CMH Board of Directors and the Board of Directors, designed to foster a workforce, within CMH, with racial, ethnic,

and gender characteristics, within all classification groups, which will reflect the community which the CMH serves.

It is recognized that this plan is only one component of CMH's broader diversity and cultural competence effort.

MOTION CARRIED unanimously.

Second Quarter Diversity Initiative Report/EEO Report (CMHA-CEI)

MOVED by Chris Swope and **SUPPORTED** by Sara Clark Pierson that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors accept the Second Quarter Diversity Initiative Report and EEO Report for the period of January 1, 2010 through March 31, 2010. **MOTION CARRIED** unanimously.

Second Quarter Grievance Report (CMHA-CEI)

MOVED by Chris Swope and **SUPPORTED** by Kay Randolph-Back that the Community Mental Health Authority of Clinton, Eaton, Ingham Counties Board of Directors accept the Second Quarter Grievance Report from January 1, 2010 through March 31, 2010. **MOTION CARRIED** unanimously.

Vacation Bank Cap and Vacation Purchase (CMHA-CEI)

MOVED by Chris Swope and **SUPPORTED** by Stephen Manchester that the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties Board of Directors approve the amendment to add the vacation purchase option for the Non-Represented staff and increase the Non-Represented clerical staff bank limit to 260 hours. This creates parity for all Non-Represented staff. This has an estimated one time liability cost of \$9,600 and an estimated annual increase expense of \$2,400. **MOTION CARRIED** unanimously.

Recipient Rights:

Recipient Rights did not meet in June.

Executive Committee:

The Executive Committee did not meet in June.

OLD BUSINESS: None.

NEW BUSINESS: The Board gave Pat St. George direction to take the information on CMH Executive Director compensation to the HR committee.

PUBLIC COMMENT: None.

ADJOURNMENT: The meeting was adjourned at 7:47 pm. The next meeting of the Board of Directors is scheduled for Thursday, July 22nd, 6:00 pm at the Eaton County Courthouse, Board of Commissioners Room, Charlotte, MI.

Minutes submitted by:

**Judy Hazle
Executive Secretary/
Community Education Liaison**