



AuSable Valley Community Mental Health Authority

Joseph Stone, Board Chairperson
Diane C. Pelts, M.A., Chief Executive Officer

BOARD MEETING MINUTES

Monday, September 24, 2018

6:00 p.m., Mio Annex

1. CONVENE

a. Call to Order

The regularly scheduled meeting of the AuSable Valley Community Mental Health Authority Board was held on Monday, September 24, 2018, in the Mio Annex. Chairperson Joe Stone called the meeting to order at 6:00 p.m.

b. Roll Call

Board members physically present: Al Evans, D. Jay O'Farrell, Bonnie Lixey, Patti Casey, Roberta Roulo, Gary Klacking, Mike Welsch, Rose Walsh, Joe Stone, and Angela Torrez

Board members present via conference call: None

Board members excused: Wayne Nutt and Jim Cummins

Board members absent: None

Staff present: Diane Pelts, Teresa Tokarczyk, Sue Hopkins-Lyndrup, Rebecca Smith, and Joseph Chrivia

Staff absent: None

Guests: Richard Carpenter and Aaron Wells.

A quorum was present.

c. Approval of August 27, 2018 Minutes

It was moved by Mr. Welsch and second by Ms. Casey to approve the minutes of the August 27, 2018 Board meeting as presented. All ayes, motion passed.

d. Approval of Agenda

It was moved by Mr. O'Farrell and second by Ms. Walsh to approve the agenda as presented. All ayes, motion passed.

ADMINISTRATIVE
OFFICE:
P.O. Box 310
1199 W. Harris Ave.
Tawas City, MI 48764
(989) 362-8636
FAX (989) 362-7800

P.O. Box 148
42 N. Mt. Tom Rd.
Mio, MI 48647
(989) 826-3208
FAX (989) 826-6779

5671 Skeel Rd
Suite 6
Oscoda, MI 48750
(989) 747-3036
FAX (989) 747-3037

P.O. Box 218
5805 Cedar Lake Rd.
Oscoda, MI 48750
(989) 739-1469
FAX (989) 739-9901

511 Griffin
West Branch, MI 48661
(989) 345-5571
FAX (989) 345-4111



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e. Correspondence

Mr. Stone said there is a copy of the COA Newsletter in each member's packet. This newsletter notifies staff of developments in the reaccreditation process.

f. Announcements

Mr. Stone announced that Mr. Cummins, Board Treasurer, has retired from the Board.

g. Public Comments – None.

2. PUBLIC HEARING

It was moved by Mr. Klacking second by Mr. Welsch, to suspend the Board Meeting and Call to Order the public Hearing on the FY 2019 Budget, Needs Assessment, and Long-term Plan. Roll call vote taken; all ayes. Motion passed.

Chairman Stone asked if there were any questions. There were none.

It was moved by Mr. Welsch, second by Mr. O'Farrell, to adjourn the Public Hearing and return to the regular Board Meeting. All ayes; motion passed.

3. REPORTS

a. Chairman

Mr. Stone stated the Board Policy Manual states Board Officer vacancies will be filled as quickly as possible. Due to the demands of the Board Treasurer position, Mr. Stone suggested bypassing the Nominating Committee process and request nominations now. The Board consented to conducting the election for the Board Treasurer immediately. Mr. O'Farrell nominated Gary Klacking to serve as the Board Treasurer. Mr. Stone called for any other nominations three times, no other nominations were offered. It was moved by Mr. Welsch, second by Ms. Roulo, that nominations for the Board Treasurer be closed and a unanimous vote be cast for Mr. Klacking to assume the Board Treasurer position. All ayes; motion passed. Mr. Stone stated Mr. Klacking will assume all duties effective immediately. Ms. Pelts stated she will begin the process to add Mr. Klacking's name to banking and Concur records.

b. Board Association

The Fall Conference will be held in Traverse City on October 22 and 23, 2018. Mr. Stone inquired about attendance. Mr. Chrivia stated ten Board Members are slated to attend and reservations for all AuSable Valley members are confirmed for the Grand Traverse Resort and Spa. Mr. Stone reminded the Board Members to notify Mr. Chrivia as quickly as possible with their Board Workshop requests so that Mr. Chrivia can complete the conference registration process.

c. NMRE

Mr. Stone state the NMRE Board meets on Wednesday. He also complimented Mr. Kurtz on his performance since he assumed his duties as the NMRE CEO. Ms. Pelts stated the NMRE is relocating from Petoskey to Gaylord.

d. Chief Executive Officer's Report

Ms. Pelts stated her report this month is the report she has been giving the County Boards of Commissioners. In it she commented on the success of the Iosco County ROAR group. She highlighted future challenges CMHs will face in the future and the importance of keeping governance local and not allowing privatization but to work towards collaboration with the health plans in providing whole health care.

e. Committee

(1) Personnel – September 4, 2018

Committee Chair Mike Welsch read the Committee meeting minutes.

It was moved by Mr. Welsch and second by Ms. Walsh to convert the Facilities Clerk from a General Clerical position to a PD Clerical position and to convert the IT sub-clerical position to fulltime with 24 hours in IT and 16 hours in facilities. Roll call vote taken. Motion passed 9-1. Aye votes: Ms. Casey, Mr. Evans, Mr. Klacking, Ms. Lixey, Mr. O'Farrell, Ms. Roulo, Ms. Torrez, Ms. Walsh, and Mr. Welsch. Nay vote: Mr. Stone.

It was moved by Mr. Welsch and second by Ms. Roulo to accept the new language for the Agency's Deferred Compensation policy as presented. All ayes, motion passed.

It was moved by Mr. Welsch and second by Ms. Lixey to approve the revised Agency Personnel Policy Manual as presented. All ayes, motion passed.

(2) Building – September 13, 2018

Committee Chair Al Evans read the Committee meeting minutes.

It was moved by Mr. Evans and second by Mr. O'Farrell to approve the FY2019 Priority Projects as presented. Roll call vote taken. All ayes, motion passed.

It was moved by Mr. Evans and second by Ms. Roulo to approve the purchase of the one-third share of the State Street COH as proposed. Roll call vote taken. All ayes, motion passed.

(3) Program – September 13, 2018

Committee Chair Patti Casey read the Committee meeting minutes.

It was moved by Ms. Casey and second by Ms. Lixey to accept the Agency's Long-term Plan as presented. All ayes; motion passed.

It was moved by Ms. Casey and second by Ms. Walsh to accept the Agency's Needs Assessment as presented. All ayes; motion passed.

(4) Executive and Finance – September 18, 2018

Committee Chair Gary Klacking read the Committee meeting minutes.

It was moved by Mr. Klacking and second by Ms. Casey to accept the July Financial statements as presented. All ayes; motion passed.

It was moved by Mr. Klacking and second by Ms. Lixey to approve the FY2019 Budget as proposed. Roll call vote taken. All ayes; motion passed.

It was moved by Mr. Klacking and second by Ms. Roulo to approve the Agency's Long-term Plan as presented. All ayes; motion passed.

It was moved by Mr. Klacking and second by Mr. O'Farrell to approve the purchase of the one-third share of the State Street COH as proposed. All ayes, motion passed.

It was moved by Mr. Klacking and second by Ms. Roulo to approve five contract renewals (Lighthouse; Premier Care; Forrest View Hospital; HealthSource; and Pine Rest) with rate changes as presented. All ayes; motion passed.

It was moved by Mr. Klacking and second by Ms. Lixey to approve the contracts for Do-All Inc and ProtoCall as presented. All ayes; motion passed.

Mr. Klacking discussed a motion made by Mr. Cummins during the Executive & Finance Committee meeting to raise Board compensation from \$40 for half days and \$75 for full days to \$50 and \$90 respectively. This motion failed in Committee.

Mr. Klacking said there was a proposal from Rehmann to outsource finance and human resources duties. The proposal stated the motion was subject to continued negotiations and Mr. Klacking requested an update on the negotiations before moving forward. Ms. Pelts informed the Board that Rehmann agreed to a 10% reduction in both start-up and early termination fees and the updated proposal was included in the board packets. The Board discussed this proposal extensively. Mr. Klacking, second by Mr. Evans, moved amending the contract from a five-year term to a three-year term. The Board discussed the amendment and asked what impact the amendment would have on the terms of the contract. Mr. Carpenter stated this would raise annual rates. After discussion a roll call vote on the amendment was taken. Motion to amend failed 5-5. Aye votes: Ms. Casey, Mr. Evans, Mr. Klacking, Ms. Roulo, and Mr. Stone. Nay votes: Ms. Lixey, Mr. O'Farrell, Ms. Torrez, Ms. Walsh, and Mr. Welsch. It was moved by Mr. Welsch, with support by Mr.

O'Farrell, to approve the five-year contract with the renegotiated terms of a 10% reduction in start-up and early termination fees as proposed. Roll call vote taken. Motion passed 6-4. Aye votes: Ms. Casey, Mr. Evans, Mr. O'Farrell, Ms. Torrez, Ms. Walsh, and Mr. Welsch. Nay votes: Mr. Klacking, Ms. Lixey, Ms. Roulo, and Mr. Stone.

(5) Recipient Rights Advisory – September 11, 2018

There were no motions that required Board action.

(6) Recipient Rights Appeal – September 11, 2018

There were no motions that required Board action.

4. OLD BUSINESS – None.

5. NEW BUSINESS

Mr. Stone stated a review of budget projections will allow an agency-wide cost of living adjustment (COLA). He proposed a 2% COLA raise for all staff effective October 1, 2018. The Board asked Mr. Carpenter for more details on the COLA raise. Mr. Carpenter stated the 2% raise would equate to roughly \$240,000. Further, he stated with the increase in minimum wage it is more difficult to keep staff and an increase in wages may assist in staff retention. Furthermore, Mr. Carpenter stated he budgeted on an estimated 1.5% increase in Medicaid revenue but believes the final results may be larger. Mr. Stone stated there may be a change in the merit raise system as it is currently designed as Ms. Pelts is researching other options which will be brought to the Committee when her research is complete. A brief discussion was held regarding some of the problems with the current system.

It was moved by Ms. Casey and supported by Mr. Klacking to approve a 2% COLA increase for all staff effective October 1, 2018. Roll call vote taken. All ayes, motion passed.

6. COMMENTS

a. Board – Ms. Casey stated she attended the ROAR “Meet the Candidate” function in East Tawas. She stated there was not a very large turnout but the ROAR group worked very hard to make it a nice event.

b. Public -- Ms. Pelts thanked Ms. Hopkins-Lyndrup for her assistance during the vacancy of and then subsequent transition of the Recipient Rights Officer while also fulfilling her responsibilities as Program Director of HSCL. The entire Board concurred.

7. MEETING DATES

a. Board

Monday, October 29, 2018, 6:00 p.m., West Branch Office

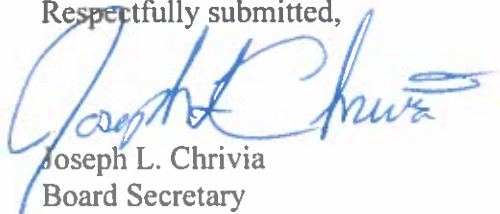
b. Committees

- (1) Personnel –Tuesday, October 1, 2018, 4:30 p.m., West Branch
- (2) Building – Thursday, October 11, 2018, 3:00 p.m., West Branch
- (3) Program – Thursday, October 11, 2018, 4:00 p.m., West Branch
- (4) Executive & Finance – Tuesday, October 16, 2018, 4:30 p.m., West Branch
- (5) Recipient Rights Advisory – No meeting scheduled
- (6) Recipient Rights Appeal – No meeting scheduled

8. ADJOURN

Mr. Welsch made a motion to adjourn with second by Mr. O’Farrell, motion passed. Meeting adjourned at 7:15 p.m.

Respectfully submitted,



Joseph L. Chrvia
Board Secretary