

## COMMUNITY MENTAL HEALTH SERVICES OF MUSKEGON COUNTY

**Full Board Meeting  
December 19, 2008  
8 a.m. – John Halmond Center**

### **CALL TO ORDER**

The regular meeting of the Full Board was called to order by Chair Thomas at 8:06 a.m.

### **ROLL CALL**

Members Present: Janet Thomas, Cheryl Natte, Chuck Buzzell, Ralph Christiansen, Duane Gaultney, Bill Gill, Josephine House, Tony Moulatsiotis, I. John Snider, Dr. Remington Sprague

Members Excused: Ollie Dunbar, Ken Shelton

Others Present: John North, Dave Parnin, Thomas Best, Mary Zmolek, Joy Vander Ven

Guests: None

### **MINUTES**

It was moved by Mr. Christiansen, seconded by Ms. House, to approve the minutes of the November 21, 2008 meeting as written. MOTION CARRIED.

### **COMMITTEE REPORTS**

#### ***Program Committee via Cheryl Natte***

CMHB-09-122 – It was moved by Ms. Natte, seconded by Mr. Christiansen, to approve the revised Lakeshore Behavioral Health Alliance Policy 20-041 “Affiliate Behavioral Supports.” MOTION CARRIED.

CMHB-09-123 – It was moved by Ms. Natte, seconded by Mr. Gaultney, to approve the Lakeshore Behavioral Health Alliance Policy “Access Standards.” MOTION CARRIED.

#### ***Personnel/Recipient Rights Committee via Duane Gaultney***

CMHB-09-124 – It was moved by Mr. Gaultney, seconded by Dr. Sprague, to approve the Recipient Rights Report for the month of October 2008. MOTION CARRIED.

CMHB-09-125 – It was moved by Mr. Gaultney, seconded by Ms. House, to approve the Recipient Rights Report for the month of November 2008. MOTION CARRIED.

CMHB-09-126 – It was moved by Mr. Gaultney, seconded by Mr. Snider, to approve the Annual Recipient Rights Data Report for the period of October 2, 2007, through September 30, 2008. MOTION CARRIED.

CMHB-09-127 – It was moved by Mr. Gaultney, seconded by Ms. House, to authorize the amendment of the FY2008/2009 Community Mental Health contract with Vajendra Desai, M.D. to incorporate Medical Director duties for the Lakeshore Behavioral Health Affiliation, effective

December 1, 2008. MOTION CARRIED.

CMHB-09-128 – It was moved by Mr. Gaultney, seconded by Dr. Sprague, to authorize the reclassification of the one (1) vacant full-time Resident Care Supervisor position (N69006) to two (2) hourly Resident Care Supervisor positions, effective January 1, 2009. MOTION CARRIED.

***Finance Committee via I. John Snider III***

CMHB-09-129 – It was moved by Mr. Snider, seconded by Mr. Gaultney, to approve expenditures for the month ending November 30, 2008, in the amount of \$6,616,927.99. MOTION CARRIED.

CMHB-09-130 – It was moved by Mr. Snider, seconded by Mr. Buzzell, to accept the 2008-2009 Risk Management plan. MOTION CARRIED.

CMHB-09-131 – It was moved by Mr. Snider, seconded by Mr. Gaultney, to authorize the Community Mental Health Director to release a Request for Information for a provider of assessment, planning, community placement, and services for individuals with developmental disabilities currently residing at the Mount Pleasant Regional Center. MOTION CARRIED.

CMHB-09-132 – It was moved by Mr. Snider, seconded by Mr. Christiansen, to approve the Lakeshore Behavioral Health Alliance policy, "Customer Service Standards." MOTION CARRIED.

CMHB-09-133 – It was moved by Mr. Snider, seconded by Mr. Gaultney, to authorize the Community Mental Health Director to release a Request for Proposal to operate the Northridge AFC Home, effective October 1, 2009. MOTION CARRIED.

CMHB-09-134 – It was moved by Mr. Snider, seconded by Mr. Christiansen, to approve the revised Lakeshore Behavioral Health Alliance policy, "Monitoring of Civil and Criminal History of Providers." MOTION CARRIED.

CMHB-09-135 – It was moved by Mr. Snider, seconded by Dr. Sprague, to authorize the Community Mental Health Director to sign a contract with Hope Network Developmental and Community Services for the provision of specialized residential services effective December 1, 2008 through September 30, 2009, not to exceed a total cost of \$79,017.50. MOTION CARRIED.

CMHB-09-136 – It was moved by Mr. Snider, seconded by Mr. Gaultney, to authorize the Community Mental Health Director to sign a contract with Lutheran Social Services of Michigan to continue providing specialized residential, enhanced staffing, and community living supports services effective October 1, 2008 through September 30, 2009 at their fiscal year 2007/2008 rates. MOTION CARRIED.

CMHB-09-137 – It was moved by Mr. Snider, seconded by Mr. Christiansen, to authorize the Community Mental Health Director to sign the Medicaid Service Provider Agreement for Substance Abuse Treatment Services with Lakeshore Coordinating Council for the period of October 1, 2008 through September 30, 2009. MOTION CARRIED.

CMHB-09-138 – It was moved by Mr. Snider, seconded by Mr. Christiansen, to authorize the Community Mental Health Director to sign the Lakeshore Coordinating Council Substance Abuse Block Grant, with the MIChild and Adult Benefits Waiver attachment agreements, for a total of \$1,028.00 block grant funds, for the provision of outpatient substance abuse treatment services to dually diagnosed consumers for the period of October 1, 2008 through September 30, 2009. MOTION CARRIED.

CMHB-09-139 – It was moved by Mr. Snider, seconded by Dr. Sprague, to approve the extension of the fiscal year 2007/2008 contract for community living supports with Heritage Homes, Inc., through March 31, 2009. MOTION CARRIED.

CMHB-09-140 – It was moved by Mr. Snider, seconded by Mr. Christiansen, to approve a petty cash fund for the Family Psycho-Education program in the amount of \$400. MOTION CARRIED.

CMHB-09-141– It was moved by Mr. Snider, seconded by Mr. Christiansen, to approve the Community Mental Health Services of Muskegon County Network Procurement plan for fiscal year 2008/2009, effective December 1, 2008. MOTION CARRIED.

### **ITEMS FOR CONSIDERATION**

Ms. Mary Zmolek, Clinical Services Supervisor II, gave a presentation on the progress of placing individuals from the Mt. Pleasant Center within the community.

### **OLD BUSINESS**

There was no old business to discuss.

### **NEW BUSINESS**

There was no new business to discuss.

### **COMMUNICATION**

- It was announced this past week that Michael Vizena will become the new executive director of the Michigan Association of Community Mental Health Boards, effective in January 2009.
- A meeting of the Board Executive Committee was held on December 12, 2008. Minutes of this meeting were distributed and discussed.
- A report of activity within the MACMHB standing committees was distributed.
- The Friday Facts of November 14, 2008, were presented for Board member review.

### **DIRECTOR'S REPORT**

A written report was provided to the Board of activity within the agency during the past month. In addition, Mr. North reported the following:

- A groundbreaking ceremony for the new CMH Building is being planned for January 9, 2009, at 9:30 a.m., immediately following the Program Committee meeting, with a ribbon cutting ceremony scheduled for early September of next year.
- Youth Services staff are prepared to begin the move to the Oak Street facility next week.
- The Rehmann Group has completed their audit of Muskegon CMH finances, and are currently performing their audit of Ottawa CMH.

### **AUDIENCE PARTICIPATION**

There was no audience participation.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:56 a.m.

Respectfully,

Josephine House  
Board Secretary

/jvv