

**Livingston County Mental Health Board  
708 Board Meeting Minutes**

**July 19, 2018**

**708 Board Present:** Jack Vietti, Ed Legner, Debbie Studnicki, Mark Donovan, Rose Smith and Steve Tock

**708 Board Absent:** Vicki Day

**377 Board Present:** Bob McCarty and Mary Etta Mullen

**377 Board Absent:** Vicki Day

**Livingston County Board Members:** Jack Vietti

**Staff Present:** Chris Myers, Amy Zick and Janice Golliday

**Guests:** Joe Vaughan, IHR; and Patty Haberkorn, Futures Unlimited; and Susan Bursztnsky, ADV/SAS; and Megan DeMoss, OSF

President Jack Vietti called the 708 Board meeting to order.

It was moved by Ed Legner and seconded by Debbie Studnicki to approve the June 2018 708 Board minutes. Motion carried.

It was moved by Mark Donovan and seconded by Ed Legner to approve the June 708 Board check listing. Motion carried.

It was moved by Mark Donovan and seconded by Steve Tock to approve the June, 708 Board financial statements. Motion carried.

**Executive Director Report:**

- Chris Myers reported that SB3041 that outlines the importance the 377 Boards are to local communities did pass. This does not affect our 377 Board.
- There has an increase in the amount of calls being received by individuals needing financial assistance/support. One individual needed assistance with transportation to get to work and also counseling appointments. Another individual who had a family crisis with a family member was admitted to St. Francis so a gas card given to help out. Vicki Day had sent a referral for a family in need of groceries. A grocery card was presented to the family.
- Chris Myers reported the Notice of Funding Opportunity (NOFO) for FY20 will be coming out late summer/early fall. This is when the state would like to consolidate some of the ISC agencies. Chris is working on a mass mailing for families/guardians of our clients who will have the opportunity to voice their opinion to the state about our services in Livingston County and express their opinion in favor or against a consolidation.
- Chris Myers and Janice Golliday have started preliminary plans for a 50th Anniversary of the 708 Board. Chris wanted to know when the 708 Board would like to celebrate next year. Most members felt late August 2019 would be a good time of year on a Tuesday, Wednesday, or Thursday.

**Old Business:**

- An error was found in the FY19 708 Budget that was approved last month. Amy Zick discovered an error in the salary line item. She made the correction and Chris Myers would like to have the 708 Board approve the revised FY19 Budget. It was moved by Debbie and seconded by Steve Tock to approve the revised FY19 708 Board Budget. Motion carried.

**New Business:**

- The County Board recently updated the Employee Salary Schedule. All six staff are on the schedule and given a salary range. Amy Zick falls outside of the range. She is listed as a PS-3 and Chris Myers is asking to change Amy's from clerical PS-3 to a professional P-4. Amy would like to request to be changed from hourly wage to salary. She would not receive comp time. As a salary employee she would like to have the flexibility of hours instead of 8-12 and 1-4:30. Ed Legner inquired if Amy has to get a certain number of continuing ed credits each year due to her being a CPA. Amy said no, due to being a registered CPA, not a licensed CPA. However, she does attend trainings each year to keep up with the new GASB laws. Clifton-Larson Allen provide annual trainings. It was moved by Mark Donovan and seconded by Rose Smith to approve Amy Zick's salary schedule rating to a P-4 and to make her a salaried employee instead of an hourly employee. Motion carried.

**Agency Comments:****Institute for Human Resources:**

- Joe Vaughan reported Drug Court is going well and there are 3 people in the program now with 3 more pending. It is working.
- They have been extremely busy.

**Futures Unlimited:**

- Patty Haberkorn reported they are really busy but they will not be doing the Exact Packaging job since the candy is from Kentucky they have decided to keep the packaging in Kentucky which makes sense. Management at Exact Packaging is looking for other jobs for Futures Unlimited to do. So until another job crops up they are on hold.
- The CILA home moves are complete and everyone is pleased with their change as of now.
- The state pay increase to the Direct Support staff has been a great help for moral. Now if she could find a way to extend the same increase to other staff it would be nice.
- There is still a need for more staff in the homes.

**Safe Journeys:**

- Susan Bursztznsky reported the director of Sexual Assault decided to move back home. So they are in need of a replacement for that position. Also, their therapist moved in May but Susan is not sure of filling the position until January. She is however looking for another adult counselor.
- Sexual Assault clients are more adults instead of teens. The shelter is busy but never too full for Livingston/LaSalle residents. They will find room and have cots for over flow.

**Mosaic**

- Not present.

**OSF:**

- No report.

**ACTION Club of Pontiac:**

Bob McCarty gave a brief update on the ACTION Club of Pontiac who held a meeting with 14 in attendance. This group is a division of the Kiwanis Club. Fundraising ideas were discussed. Their next meeting will be August 21<sup>st</sup>. The Presbyterian Church has been a wonderful supporter.

It was moved by Mark Donovan and seconded by Debbie Studnicki to adjourn. Motion carried.

Respectfully submitted,

Debbie Studnicki, Secretary Protem