

**Livingston County Board for the  
Care & Treatment of Persons with  
A Developmental Disability  
377 Board Meeting Minutes**

**August 18, 2011**

**377 Board Present:** Bob McCarty, Bob Walter and Vicki Day

708 Board Present: Jack Vietti, Steve Tock, Margaret Brunskill, Vicki Day, Ed Legner, Paul Studnicki and Laura Leslie

**Public Health Committee:** Judy Campbell, John Yoder and Joe Steichen

**Staff Present:** Carol Flessner and Janice Golliday

**Guests:** Chris Johnson, Mosaic; Brian Blossom, Futures Unlimited; Joe Vaughan, IHR; and Margee Morrison, ADV/SAS.

President Bob McCarty called the 377 Board meeting to order.

It was moved by Bob W. and seconded by Bob M. to approve the revised June and July 21st minutes. Motion carried.

It was moved by Bob W. and seconded by Vicki to approve the 377 July Financial report. Motion carried.

**Executive Director Report:**

- Carol reported on whose responsibility it would be to pay for maintenance on the security system in the H & E Building. It was never the understanding of the 3 agency directors in this building that it was their responsibility for maintenance of the alarm system. The county Public Property committee voted this month to make it the agencies in the H & E Building to pay for the maintenance of the Seico security system. There have been two maintenance calls on the security system so far, one costing \$1700 and another for \$3900. IHR turned it in to their insurance and they paid all but the deductible. The three agencies then split the cost that was not covered by insurance. Bob Walter suggested Carol meet with Bill Flott, chairman for the county property committee regarding the rent, lease and responsibilities of the H & E Building. Carol, Joe and MaLinda are going to contact Brian McSherry about renter's insurance.
- Carol will be training Mandy 40 hours of training in order to obtain QSP status. Carol will start carrying a caseload. She will go out and do some client visits to help out with Chris and Alisha's caseload. She will start the visits next week.
- Carol announced that the Children Foundation approved the 2 million dollar program that the LCCN committee presented back in June. This program will benefit the children in the school systems throughout the county.
- Carol reported on the excellent program the Prairie Central Boys & Girls Club provided for the at-risk youth in the area. Ten children from the Chatsworth area received intensive services. The program cost \$6,000. This money came from the Children's Foundation grant.

**Old Business:**

- Carol reported that not all the agency funding applications have been received. A draft copy of the new budget was sent to the county finance committee by July 28<sup>th</sup>.

**New Business:**

- Carol spoke of a client that is need of dental care and does not have enough money for the procedure. The service needed will cost around \$1100. The client is saving money for this care however, may need assistance. It was moved by Vicki and seconded by Bob M. to approve up to \$1100 for the client's dental work. Motion carried.
- The copy machine is 7 years old. Recently there have been several maintenance calls made for problems that have arose. It was down twice last week. The RK Dixon maintenance man told Carol that copiers are less expensive than they were 7 years ago. Mental Health bought the Canon copier for around \$17,000. Janice will check into the cost of buying a new copier versus leasing one from at least two dealers and bring some information to the next meeting for the board members' review.

**Agency Comments:**

**Futures Unlimited:**

- Brian reported that yesterday he received an email that his fiscal staff would need to attend a mandatory training for the Division of Rehabilitation Rate Study next Wednesday regarding rate changes. They will participate even though it was short notice. Futures Unlimited chief financial officer has a financial audit all next week so there is no way she can attend. Brian will send a couple of program staff. Brian fears that they will increase the unit rate but not increase the funding level which will mean Futures will not be able to serve as many individuals.
- Brian thanked Carol and her staff for moving quickly yesterday regarding a client who refused to go home because of alleged abuse by mother's current boyfriend. They found emergency respite and got her settled in a CILA home that had a vacancy. Carol & Alisha got some of her personal belongings from her home. Futures is hoping to get some home base support funding to compensate her stay at the group home.

**Institute for Human Resources:**

- Joe reviewed the statistics of the clients and the services that they have received in the last fiscal year from July 1, 2010 to June 30, 2011. These stats were in Joe's written report this month. More males were seen than females which is somewhat unusual.

**ADV/SAS:**

- Margee reported that they are still waiting on some payments from the state for FY11. It looks to be a 5% cut in Domestic Violence budget for FY12 and Sexual Assault services budget will remain the same.
- They have finished up on their accessibility plan renovations to the building. Now they will start on their "green plan" such as conservation and energy efficient choices such as new windows.

**Mosaic:**

- Chris reported that they did have the death of a client this last month. They have served her for many years. She died quickly from cancer. She was in her home until her death and kept as comfortable as possible with Hospice services.
- Recently Mosaic went through a survey using the Council on Quality and Leadership standards and they validated at 100%.
- Mosaic has recently changed pharmacy services. They have contracted with Pharmacy Alternatives who only deal with agencies like Mosaic. Chris feels it will be very positive for the agency.

It was moved by Vicki and seconded by Bob W. to adjourn. Motion carried.

Respectfully submitted,

Vicki Day, Secretary