

**Livingston County Board for the Care and Treatment
Of Persons with a Developmental Disability
377 Board Meeting Minutes**

February 18, 2016

377 Board Present: Bob McCarty, Mary Etta Mullen and Vicki Day

708 Board Present: Jack Vietti, Steve Tock, Ed Legner and Vicki Day

Livingston County Board Members: Jack Vietti

Staff Present: Chris Myers, Amy Zick and Janice Golliday

Guests: Joe Vaughan, IHR and Karen Donovan, Futures Unlimited

President Bob McCarty called the 377 Board meeting to order.

It was moved by Mary Etta and seconded by Vicki to approve the January 21, 377 Board minutes. Motion carried.

It was moved by Vicki and seconded by Mary Etta to approve the January, 377 Board financial statement. Motion carried.

Executive Director Report:

- Chris reported that the GEM conference funding request is an approximate cost of the event. Each year the cost varies depending on the fee for the speakers and also the cost of the food. On occasion, these services either donate or reduce their fee.
- Mediacom was in this week to route the new wiring so they may provide the telephone service instead of AT & T. The switch to Mediacom will save a significant amount of money. Also, if the boards do not oppose, the internet could be provided through the county instead of through Mediacom saving \$110 a month.

Old Business:

- Chris and Mary Etta will be attending the ACMHAI Conference to be held on March 3rd and 4th. If any more board members wish to attend they are welcome.

New Business:

- The OSF audit took place over a week ago auditing the January 2016 billing. The audit took about a half of one hour. No changes were recommended. Vicki inquired if there is a delay to receive services. Is there any monitoring of a waiting list/ time?
- A Career Fair will be held at the Pontiac Bible Church on February 26th for about 65 students with disabilities from all 6 Livingston County high schools. Chris is requesting the 708 & 377 boards fund the cost of lunch. It was moved by Vicki and seconded by Mary Etta to fund \$150 for food. This money is to come out of the service development line item. Motion carried.
- Chris asked the board if they agree with the Mental Health Board following the Livingston County Personnel Policy with the Addendum 7-5.1 regarding payroll on the 10th and 25th of each month and Addendum 11-4.7 regarding Credit Card Policy. Vicki and Steve are

questioning if it is legal to be paid twice a month. Some states do not allow this schedule. Amy will inquire with Barbara Weiner.

- Chris read the resignation letter from the 708 Board from Laura Leslie. Due to health issues she feels it is time to step down. Laura first served on the 377 Board from 2004-2009 and then moved to the 708 Board from 2009-2016. A brief discussion on possible board member replacements was held. Chris is requesting the board members think of other ideas for a replacement board member.
- The FY2015 377 & 708 Board Annual Report was distributed to all in attendance. With the board's approval Chris will present the report to the full county board in March. It was moved by Vicki and seconded by Mary Etta to approve the FY2015 708/377 Annual Report. Motion carried.

Agency Comments:

Institute for Human Resources:

- Joe distributed the Operation Snowflake registration brochure. This event is for 6th, 7th and 8th grade students of Livingston County and will be held on April 2nd in Odell.
- Discussion was held regarding the Medicaid Match. Steve noticed on the 708 financial report shows about half of the approved amount has been billed. Is it possible to bill more, such as amending the contracted amount? Many questions were raised. It was suggested to have Dennis Crowley of Macon County Mental Health Board provide a presentation to the board and the agencies explaining how the Medicaid Match works.

Futures Unlimited:

- Karen reported that the Seedbalz business is doing quite well. The business has half paid for itself. After the first year there was a \$10,000 profit after the monthly payment.
- The annual Program Evaluation Report for 2015 was discussed. Karen refers to this report many times throughout the year for statistical purposes. Lana Brown does an excellent job of preparing this report.

ADV/SAS:

- Not present.

Mosaic

- Not present.

It was moved by Vicki and seconded by Mary Etta to go into executive session. Motion carried.

It was moved by Vicki and seconded by Mary Etta to come out of executive session. Motion carried.

No action was taken in executive session.

It was moved by Mary Etta and seconded by Vicki to adjourn. Motion carried.

Respectfully submitted,

Mary Etta Mullen, Secretary