

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

July 16, 2015

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

708 Board Present: Jack Vietti, Vicki Day, Steve Tock Laura Leslie, Ed Legner and Mark Donovan

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 Vicki and seconded by Mary Etta to approve the June 18th, 377 Board minutes. Motion carried.

It was moved by Vicki and seconded by Mary Etta to approve the 377 Board June financial statements. Motion carried.

Executive Director Report:

- Chris pointed out that the GEM conference flyer was included in the packets. The conference will be held in October and possibly two staff from the Mental Health board will be attending. The flyer highlights the speakers and topics for the conference. The 377 Board is acknowledged in the flyer for their donation.
- Chris reported that there is no new word about the FY16 State Budget. However, we will be guaranteed our remaining FY15 fee-for- service that totals around \$29,000.
- Chris and Amy met with Joe and Jenny from IHR to discuss the local funds initiative. Proviso has been contacted regarding billing of \$4,000. They confirmed billing has been resubmitted and will receive funds soon. They also discussed the plans over the next three years.
- Chris was interviewed on the radio yesterday. She spoke about the lack of state funding of persons with developmental disabilities, substance abuse and mental illness services and the impact it will have on the individual and family members plus the agencies that provide services. Chris encouraged the public to contact their legislators to let them know funding is needed to continue the programs for this vulnerable population.

Old Business:

- None.

New Business:

- Karen Donovan of Futures Unlimited has prepared a written request for the 708 and 377 boards to disperse the rest of Futures Unlimited FY15 funding in advance. This will give them a continued cash flow while the state budget is being decided. This advance will enable Futures Unlimited to continue uninterrupted services. They will provide all the same services outlined in the FY15 contract and issue a monthly billing as always. It was moved by Vicki and seconded by Mary Etta to advance the remaining 377 FY15 money budgeted to Futures Unlimited. Motion carried.

- Chris and her staff would like to obtain an office credit card for office purchases, reservations and registration fees for trainings. This would eliminate staff using their personal credit cards and it would also be more accountable record of office expenses. The county has a personnel policy in place regarding office credit cards. Chris would develop a policy and procedures on an office credit card. The board would like to see a copy of the monthly statement in the board packets so the board can see what has been purchased with the office credit card. The board agreed with Chris' idea and gave her the "go ahead" to acquire a credit card.
- Chris reported that we have received all of the FY16 DCFS/DHS state contracts for renewal. The contracts have all been mailed to us and signed by the executive director and returned to the state but none of them have been signed by the state due to lack of a FY16 state budget.

Agency Comments:

Institute for Human Resources:

- Joe reported IHR hosted a breakfast for the OSF physicians and administration on June 30th at 7 am. The purpose of the meeting was to discuss referral process and discuss how to refer the clients back to their primary physician. This would allow for openings for new referrals to IHR. Currently IHR has staff seeing clients in the satellite OSF offices in the county. Joe has also wanted to have a staff member in the hospital setting. OSF is receptive of the idea and Joe is working towards that goal. He is focusing on OSF funding this service.
- IHR is waiting on the state to approve the FY16 Budget. There are two contracts that IHR has not received for the new fiscal year.

Futures Unlimited:

- Karen (like everyone else) is waiting on the FY16 State budget to be approved. Futures Unlimited has cut back to four days a week until a budget has been approved. Staff morale has been good and many have picked up a second job to help make up for the loss of a day's pay each week.
- The golf outing was a success, the best one so far. They made over \$12,000.
- Seedbalz business has been great. May and June are the slowest months for Seedbalz but they are preparing for LTD catalog business to gear up with their spring catalog. LTD will be placing an order soon. LTD is Futures largest Seedbalz distributor.

ADV/SAS:

- Not present. Chris reported that the fundraiser was a success with a profit of over \$14,000. Carol won a door prize as well.

Mosaic

- Not present. Chris has a request from Mosaic for \$191 to cover a dental procedure. The 377 Board was in favor of the request and no motion was necessary.

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

Respectfully submitted,

Mary Etta Mullen, Secretary