

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

**November 15, 2018**

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

**377 Board Absent:** None

**708 Board Present:** Jack Vietti, Ed Legner, Debbie Studnicki, Vicki Day, and Rose Smith

**708 Board Absent:** Mark Donovan and Steve Tock

**Livingston County Board Members:** Jack Vietti

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

**Guests: Guests:** Joe Vaughan, IHR; and Patty Haberkorn, Futures Unlimited; and Susan Bursztnsky, Safe Journeys

President Bob McCarty called the 377 Board meeting to order.

It was moved by Mary Etta Mullen and seconded by Bob McCarty to approve the October 2018, 377 Board minutes. Motion carried.

It was moved by Vicki Day and seconded by Mary Etta Mullen to approve the October, 377 Board financial statements. Motion carried.

**Executive Director Report:**

- Chris received a thank you letter from the people who administer the GEM Conference every year.
- The ACMHAI Quarterly meeting will be on December 6<sup>th</sup> & 7<sup>th</sup> at the Chicago Embassy. All Board members are welcome to attend. If interested, contact Chris and she will get board members registered and a hotel room, if needed.

**Old Business:**

- Chris reported that the Mental Health Board did not apply for the NOFO. Chris continues to writes letters to legislators with updated letters from many agencies, ISC's requesting a postponement to the NOFO until the many unanswered questions on the current NOFO are all made clear and transparent. DHS will contact NOFO bidders on January 2 with who will be awarded the NOFO. Chris is still holding on to hope that the NOFO will be postponed.

**New Business:**

- Chris reported The Farnsworth Schematic and the Proposal for a new H & E Building will go before the Full County Board tonight.
- The agencies funded by the 377 Board discussed their funding requests.
  - Futures Unlimited is requesting the 377 Board pay the other half of the cost (\$1,000) for the speaker Patti Vasquez. The other requests include CPI

- recertification for a staff to teach CPI and new books for those participating in the class, and books, leisure sensory supplies for the clients. It was moved by Mary Etta Mullen and seconded by Vicki Day to approve a total of \$3,490.50. This funding will come out of the 377 Board Service Development line item of the 2018 budget.
- A funding request was submitted for the AIR Program and presented by Chris Myers for an art instructor who conducted classes in October and November. Transportation and supplies for the State Track meet and also some Basketball needs were requested. Total request is \$2,009.55 but the AIR has a balance of \$1,532.26 in their FY18 Budget. It was moved by Mary Etta Mullen and seconded by Vicki Day to approve the remaining balance of \$477.30 to come out of the 377 Board Service Development line item of the 2018 budget. Motion carried.
  - Mosaic's request is for a eight (8) Hoyer slings, \$100 Walmart gift card to purchase a few games for the Julie Drive CILA home in Dwight and \$550 to have two bowling/pizza parties over the Christmas break. One in Dwight and the one in Pontiac. Total of all Mosaic requests equals \$1,986. They have \$1,521.93 in the FY18 Budget so after spending that amount the remaining balance being requested is \$464.07. It was moved by Vicki Day and seconded by Mary Etta Mullen to approve \$464.07 to Mosaic out of the Service Development line item of the 377 Board FY18 Budget. Motion carried.

**Agency Comments:**

**Institute for Human Resources:**

- Joe reported IHR completed the CARF survey last week. Surveyors were from Michigan. The surveyors sat down with department heads and discussed ideas for how to grow and expand in a different way. Joe is anticipating a three year accreditation.
- Joe had provided IHR's annual report for review. No one had comments or questions.
- Bob Kinas will retire in December and the open house will be held at the Elks Club on December 27<sup>th</sup>.

**Futures Unlimited:**

- Patty Haberkorn reported that Exact Packaging is keeping 10 Future's clients busy to working at their facility. Their relationship with Exact Packaging is going well.
- Futures has a couple clients with health and behavioral issues that require a one-on-one staff member.
- December 2<sup>nd</sup> will be Futures Unlimited annual Breakfast with Santa fund raiser.
- The Holiday Mailer will be going out soon so make sure to look for it in your mailbox. This year they have a donor who is willing to match \$8,000 of funds. The money from this fundraiser this year is earmarked to redo the flooring of the DT area and in the production building. Next year Patty's goal is to have enough money from the fundraiser to renovate the floors at the Blackhawk home.

**Safe Journeys:**

- The shelter has been extremely busy. The Sexual Assault numbers in September was 14 and October there were 12 individuals. These increases were not from Livingston County. Susan feels the numbers in Livingston County are similar but for some reason are not being reported. Susan is concerned about this and something needs to be done to rectify lack of reporting.
- Susan and a fellow staff member from the sexual assault department will be in an 18 month training focused on advocacy for individuals who have been sexually assaulted.
- Susan reported that all their state Domestic Violence programs are competitive.

**Mosaic**

- Not present.

**OSF:**

- Not present.

It was moved by Mary Etta Mullen and seconded by Vicki Day to go into executive session for personnel reasons. Motion carried.

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

It was moved by Vicki Day and seconded by Mary Etta Mullen to follow the County's Salary Schedule. If any LCMHB employee reaches, or is already over the upper limit of their classification, they will stop receiving annual percentage increases. They will receive the equivalent of the percentage increase in a lump sum paid in two equal payments over the course of the fiscal year. Motion carried.

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

Respectfully submitted,

Mary Etta Mullen, Secretary