

**Livingston County Board for the Care and Treatment  
Of Persons with a Developmental Disability  
377 Board Meeting Minutes  
Due to the COVID-19 Pandemic the Open Meetings Act  
was modified to include  
Conference Call Meetings as Acceptable  
July 16, 2020 @ 4:00p.m. by Telephone/In-Person Conference**

**377 Board Present:** Bob McCarty, Mary Etta Mullen (by phone), and Vicki Day

**377 Board Absent:** None

**708 Board Present:** Jack Vietti, Ed Legner, Debbie Studnicki, Rose Smith, and Lynette Barnett

**708 Board Absent:** Mark Donovan and Jane Anderson

**Livingston County Board Members:** Jack Vietti

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

**Guests:** Joe Vaughan, IHR; Megan DeMoss, OSF, and Patty Haberkorn, Futures Unlimited

The 377 Board meeting was called to order by President Bob McCarty.

It was moved by Mary Etta Mullen and seconded by Vicki Day to approve the July 16th, 708 Board minutes. Motion carried.

It was moved by Vicki Day and seconded by Mary Etta Mullen to approve the 377 Board July 2020 financial statement. Motion carried.

**Executive Director Report:**

- Chris Myers noted the Daily Leader published a very nice picture and caption regarding the recognition of Vicki Day's 16.5 years of service on the 708 Board. Jack Vietti is in the photo with Vicki Day published on July 9<sup>th</sup>.
- Chris Myers welcomed Lynette Barnett to the 708 Board meeting (this time in person). Then everyone in attendance introduced themselves.
- Jack Vietti just signed the annual agreement with Proviso. Chris explained IHR bills us for up to \$22,500 in Medicaid services. We send the billing over to Proviso to process. We in turn receive 50% matching funds from the feds.
- Alina Hartley, Executive Director, Livingston County, called Chris Myers to inform her, the County did receive some CARES funding for COVID-19 related needs. Alina inquired if there were any need for some of this funding. Chris thanked Alina and told her we had no need to apply.

**Old Business:**

- None.

**New Business:**

- Chris Myers presented the revised FY21 708/377 Board Budget Narrative to share with the County Board. The 377 Board reviewed it and it was moved by Vicki Day and seconded by Bob McCarty to approve the Budget Narrative for submission to the County Board. Motion carried.
- Futures Unlimited presented a bill for the replacement batteries for their golf carts. Patty Haberkorn is requesting some of their unspent funding be used to pay for the bill. It was moved by Vicki Day and seconded by Mary Etta Mullen to approve Amendment #2 to pay the full amount of the bill, \$1,050.20. Motion carried.

**Agency Comments:****Safe Journeys:**

- Not present.

**Institute for Human Resources:**

- Joe Vaughan reported the Vivitrol program is one of their most successful programs they offer. However, there is a seven day waiting period before the patient may begin the Vivitrol. This is difficult for the patient to refrain from using along with the withdrawal symptoms during this 7-day period. Vivitrol has proven to be effective for individuals with alcohol dependency as well.
- IHR has had 63 new referrals averaging about 4 per day.
- Sarah Vitzthum, a fully licensed therapist, will begin working for IHR in August.

**Futures Unlimited:**

- Patty Haberkorn thanked the board for the funding to purchase new technology.
- Futures Unlimited has received two parking lot bids.
- DHS has revised the re-opening guidelines (22 pages of guidelines). Patty does not feel they will be ready to meet these guidelines by September 1, 2020.
- A survey was sent out to parents/guardians regarding their opinion of returning to Futures Unlimited.
- The response to the video of Futures Unlimited 50<sup>th</sup> Anniversary was successful.
- Staff and clients have all been staying safe. There have been no COVID-19 cases.

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**OSF:**

- No report.

It was moved by Vicki Day and seconded by Mary Etta Mullen to go into executive session to discuss the Executive director job evaluation results from the Survey Monkey. Motion carried.

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

No action was taken. The results of the Executive Director Chris Myers job evaluation were discussed with Chris.

Performance Goals for the next year are as follows:

1. Research Grants
2. Complete the Strategic Plan – It was suggested by Rose Smith that a small subcommittee meet to work on the Strategic Plan and then bring the ideas before the entire boards. Rose Smith volunteered to be the 708 Board representative and Vicki Day volunteered to be the 377 Board representative. They will meet with Chris Myers to begin the planning.
3. Encourage program growth particularly in regards to mental health and isolation due to Covid 19.

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

Respectfully submitted,

Mary Etta Mullen, Secretary