

EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

June 25, 2007 – 4:30 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

MEMBERS PRESENT: Debbie DeLeon, Chair; Dan Alonzi; Joe Brehler; Brad Densmore; Lynn Mason; Earl Poleski; Robert Showers; Ralph Tillotson; Bob VanBelzen; Jim VanDoren (non-member attending)

MEMBERS ABSENT: Eusebio Solis

STAFF: Gary VanNorman, Executive Director; Mary Kronquist, Treatment and Program Development Manager; Gerrie Roeser, Finance Manager; Lori Griffin, Executive Secretary; Jill Gawronski, Finance Assistant

GUESTS: Don Lloyd, Foote & Lloyd; Bruce Hindenach, CDRS; Judith Cates, CEI-CMHA; David Blankenship, Victory Clinic

CALL TO ORDER

Ms. DeLeon called the meeting to order at 4:36 p.m.

APPROVAL OF THE MINUTES OF MAY 29, 2007

Mr. Tillotson moved approval of the Minutes of May 29, 2007 as presented. Mr. VanBelzen supported the motion. The motion carried with Ms. DeLeon abstaining since she did not attend the May 29 meeting.

ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions offered.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. FY05/06 Financial Audit Presentation

Mr. Don Lloyd, Foote & Lloyd, presented the FY05/06 Financial Audit. He thanked the Commission for the selection of his firm again, and thanked Mr. VanNorman and Ms. Roeser and staff for their cooperation during the audit. Ms. Roeser introduced Jill Gawronski, who plays a large part in completion of the audit.

Mr. Lloyd stated the basic financial statement shows assets, revenues, and expenses for the Commission office, and the supplemental information are more detailed. He reported the audited financial statements as of 9/30/06 used generally accepted auditing and government standards, and the opinion rendered reflects fairly the situation of MSSAC as of the period noted, and is a good, qualified opinion. Mr. Lloyd went on to review various pages in the audit report. He noted there were no findings or questioned costs to report from the audit. Mr. Lloyd stated Commission staff does careful monitoring of the sub-contracted programs. Additional work is involved because some of the programs do not use the proper format for their audit, or submit them on time.

Mr. Tillotson moved to accept the FY05/06 Financial Audit and recommend its approval to the full Commission. Ms. Mason supported the motion. The motion carried.

B. Strategic Planning Framework Prevention Award

Mr. VanNorman reported Mid-South received a SPF-SIG award from the ODCP in the amount of \$185,894, which was \$10,000 more than was written for. He stated these funds will be used to continue work the Commission began two years ago in the area of prevention.

C. Budget Amendments – Providers

Ms. Roeser reported the amendments as follows

- ▶ Addiction Solutions – Increased \$2,506
- ▶ Arbor Circle – Decreased \$302.
- ▶ Bridgeway Center/Jackson – Increased \$6,163
- ▶ CDRS – Increased \$6,303
- ▶ Chemical Dependency/Psych. Consultants – Increased \$23,258
- ▶ MJC-MRS Calhoun County – no change
- ▶ Child & Family Services-Capital Area – no change
- ▶ Cristo Rey – Increased \$12,126
- ▶ CEI-CMHA – Decreased \$17,500
- ▶ ESAP – Decreased \$19,582
- ▶ FSCA – Decreased \$37,531

- ▶ Ionia CMH – Decreased \$1,500
- ▶ Ionia Co. Health Department – Decreased \$18,060
- ▶ Kairos – Decreased \$30,000
- ▶ LAAN – Decreased \$34,299
- ▶ Life Guidance Treatment – Increased \$5,000
- ▶ McCullough Vargas – Decreased \$16,714
- ▶ MMDHD – Decreased \$1,200
- ▶ Minority Program Services – Increased \$18,374
- ▶ NCA/LRA – Increased \$78,152
- ▶ Community Action Agency – Decreased \$3,700
- ▶ PRIDE Youth Programs – Decreased \$4,188
- ▶ EISD/PPS – Increased \$47,177
- ▶ Residential Pooled Funding – Increased \$71,750
- ▶ SPF-SIG – Increased \$185,894
- ▶ Synar Checks – Increased \$6,000
- ▶ Special Prevention Contracts – Decreased \$333,993
- ▶ Sage Center – Decreased \$40,488
- ▶ SDA Payments – no change
- ▶ SPGB Services – Increased \$31,934
- ▶ United Way of Jackson – no change
- ▶ Washington Way – Increased \$97,990
- ▶ Victory Clinic – Increased \$30,155
- ▶ GRAND TOTAL INCREASE OF \$63,936
- ▶ PA2 ONLY CONTRACTS DECREASED \$39,457

Mr. Showers moved to recommend to the full Commission approval of the providers budget amendment as presented. Mr. Densmore supported the motion. The motion carried.

D. Administrative Amendment

Ms. Roeser reported changes as follows:

- ▶ Salaries – Decreased \$80,353
- ▶ Fringes – Decreased \$22,161
- ▶ Travel – Decreased \$2,433
- ▶ Supplies – Increased \$1,510
- ▶ Equipment – Increased \$9,300
- ▶ Other Expenses – Increased \$12,675
- ▶ **TOTAL EXPENSES DECREASED \$81,462**
- ▶ Revenues:
 - State Funding – no change
 - Local Funding – Decreased \$66,062
 - Fees & Collections – Decreased \$800
 - Other – Decreased \$14,600
- ▶ **TOTAL REVENUES DECREASED \$81,462**

Mr. Tillotson moved to recommend to the full Commission approval of the Administrative amendment as presented. Mr. Showers supported the motion. The motion carried.

E. Treasurer's Report for May 2007

Community Grant & PA2

- Bills to be Approved \$694,089.90
- Revenues for the month \$626,980.34
- Expenses for the month \$694,328.94
- Net Income \$(67,348.60)
- Total Assets & Liabilities \$4,367,713.48
- Monthly Net Decrease in Cash \$(61,356.21)

Medicaid

- Bills to be Approved \$174,548.54
- Revenues for the month \$172,664.65
- Expenses for the month \$174,548.54
- Net Income \$(1,883.89)
- Total Assets & Liabilities \$397,819.07
- Monthly Net Decrease in Cash \$(1,883.89)

PIHP Balances

- CEI \$138,505.48
- LifeWays \$(21,860.75)
- Washtenaw \$30,564.11
- Balance \$147,208.85

Mr. Showers moved to recommend to the full Commission approval of the Treasurer's Report for May 2007 as presented. Mr. VanBelzen supported the motion. The motion carried.

OLD BUSINESS

A. Public Act 2

1. Calhoun County

Mr. VanNorman reported DCH is now involved. He noted the meeting scheduled for June 29th as a positive step which may help in the decision-making process with regards to Calhoun's request for redesignation.

2. Statewide Status of PA2

Mr. VanNorman stated there was not a lot at this point to update on. He noted a bill introduced would amend the PA2 language so the state could take the PA2 dollars for the general fund. He added there is no one year sunset on that bill as it currently stands. Mr. VanNorman also noted there is discussion among some legislators that the PA2 dollars already taken would be restored.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 5:56 p.m.