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EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

June 28, 2010

**Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan**

M I N U T E S

MEMBERS PRESENT: Earl Poleski, Chairman; Joe Brehler; Brad Densmore; Debbie DeLeon; Pat Gillis; Lisa McCafferty (for Lynn Mason); Stan Nieboer; Ralph Tillotson

MEMBER ABSENT: Robert Showers

STAFF: Gary VanNorman, Executive Director; Gerrie Roeser, Finance Manager; Lori Coe, Executive Secretary; Joel Hoepfner, Prevention Manager; Mary Kronquist, Special Projects Manager; Lisa Larson, Utilization Coordinator

CALL TO ORDER

Mr. Poleski called the meeting to order at 2:10 p.m.

APPROVAL OF THE MINUTES OF MAY 24, 2010

Mr. Tillotson moved approval of the minutes of May 24, 2010 as presented. Mr. Densmore supported the motion. The motion carried.

ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions offered.

Mr. Tillotson moved to approve the agenda as printed. Mr. Nieboer supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Treasurer's Report for May 2010

Community Grant & PA2

Bills to be approved totaled \$730,586.93
Revenues \$893,845.96
Cash adjustment \$1,222.74
Total Revenue \$895,068.70
Expenditures \$737,302.48
Bank balance at 5/31/10 \$3,963,369.06
Administration & CCC expenses \$99,067.90
Subcontract expenses \$638,234.58

Medicaid

Bills to be approved totaled \$251,084.50
Revenues \$214,774.90
Expenditures \$251,084.50
Bank balance at 5/31/10 \$104,508.79
Administration & CCC expenses \$26,366.50
Subcontract expenses \$224,718.00

PIHP Report

CEI balance (\$85,563.33)
Life ways balance (\$23,653.25)
Washtenaw balance \$30,708.91

Ms. DeLeon moved to recommend to the Commission approval of the Treasurer's Report for May 2010 as presented. Mr. Densmore supported the motion. The motion carried.

B. Budget Amendments

Administration

Purpose of amendment is to reflect current year expenditures. Total increase of \$5,027 for Administration. CCC budget reduced \$27,497. Overall reduction of \$22,470. Staff recommendation is for approval.

Ms. DeLeon moved to recommend to the Commission approval of the budget amendment for Administration as presented. Mr. Tillotson supported the motion. The motion carried.

Providers

Purpose of the amendment is to reflect reductions of \$30,283 in PA2 dollars from areas not utilizing the funding to areas where funds were needed. PA2 reductions were as follows: Eaton County \$4,294; Ionia County \$2,000; Jackson County \$4,224; Lenawee County \$6,135; and Newaygo County \$13,000. Amendment also reflects an increase of \$19,771 in regional service allocations from pooled funding budget.

Mr. Densmore moved to recommend to the Commission approval of the provider budget amendment as presented. Ms. Gillis supported the motion. The motion carried.

C. Policies

The following policies were presented to the Committee: Investment (revised); ACH Electronic Transaction with Board resolution (new); Capitalization (new); Anti-Fraud (new); Whistle-Blowing (new); and Business Continuity Plan (new). Members were asked to review these, and if no comments are received, they will be sent to the remainder of the Board for advance reading before the next Commission meeting.

OLD BUSINESS

A. ABW Update

Updated will be done at full Commission meeting.

B. Executive Director Evaluation Material

Materials provided were received from three sources as requested at May meeting.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 3:10 p.m.