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EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

November 28, 2011

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

MINUTES

MEMBERS PRESENT: Joe Brehler, Chair; Brad Densmore; Debbie De Leon; Warren Everett; Cliff Herl; Lynn Mason; Ralph Tillotson

MEMBERS ABSENT: Jamie Clover-Adams; Stan Nieboer

STAFF: Gary VanNorman, Executive Director; Gerrie Roeser, Finance Manager; Lori Coe, Executive Secretary

GUESTS: Lisa McCafferty, Ionia County Health Department

CALL TO ORDER

Mr. Brehler called the meeting to order at 5:00 p.m.

APPROVAL OF THE MINUTES OF OCTOBER 24, 2011

Mr. Herl moved approval of the minutes of October 24, 2011 as presented. Mr. Densmore supported the motion. The motion carried.

ADDITIONS/DELETIONS TO THE AGENDA

Item D under New Business was deleted.

Mr. Tillotson moved the agenda as printed with the one noted exception. Ms. Mason supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Treasurer's Report for October 2011

Block Grant/PA2

Bills to be approved totaled \$737,154.85
Bank balance 10/1/11: \$5,251,750.05
Bank balance 10/31/11: \$4,977,506.09
Net change in cash \$(274,243.96)

Medicaid/ABW

Bills to be approved totaled \$255,505.05
Bank balance 10/1/11: \$186,982.24
Bank balance 10/31/11 \$325,073.71
Net change in cash \$138,091.47

PIHP Report-October Medicaid

CEI YTD: \$7,907.67
LifeWays YTD: \$(5,022.75)
Washtenaw YTD: \$(498.39)
Pooling balance total: \$2,386.54

PIHP Report-October ABW

CEI YTD: \$(4,085.79)
LifeWays YTD \$(5,424.33)
Washtenaw YTD: \$1,904.37
ABW Risk Reserve used: \$7,605.75
Balance in Risk Reserve: \$78,757.25
Block Grant used for residential/detox services for ABW clients in September \$14,290

Mr. Everett moved to recommend to the Commission approval of the Treasurer's Report for October 2011 as presented. Mr. Densmore supported the motion. The motion carried.

B. FY10/11 Final Budget Amendment

Purpose of the amendment is to close out the budget to actual expenses, and to incorporate Jackson Drug Court expenses not included in original budget. Revenues will decrease \$17,842 (primarily interest earned), there will be a decrease of \$12,000 of drug court funds applied to administration, and a decrease in Medicaid funds applied to administration of \$42,725.

Mr. Everett moved to recommend to the Commission approval of the FY 2010/11 final budget amendment for administration as presented. Mr. Densmore supported the motion. The motion carried.

C. Fund Balance Classification FY 2010/11

Ms. Roeser stated this action relates to the GASB 54 Policy. At year end fund balances will be classified as non-spendable, restricted, or unrestricted for Board approval for entry into the financial accounting system. There are no financial implications.

Mr. Densmore moved to recommend to the Commission approval of the Fund Balance Classification as presented. Mr. Herl supported the motion. The motion carried.

D. December Meeting

Ms. Mason moved to recommend to the Commission cancelation of the December Executive-Personnel-Finance Committee and Commission meetings. Mr. Everett supported the motion. The motion carried.

OLD BUSINESS

A. Executive Director Evaluation

Mr. Brehler reported he had met with Mr. VanNorman to discuss results of the evaluations submitted, and his recommendation is for acceptance of the contract as presented.

Mr. Tillotson moved to recommend to the Commission acceptance of the Executive Director's contract extension as presented. Mr. Herl supported the motion. The motion carried.

PUBLIC COMMENT

There was no public comment.

MEMBER COMMENTS

Mr. Everett commented on a report submitted by Gratiot Child Advocacy.

Ms. Mason reported that Ms. McCafferty was recognized by Mark Miller, and that the Ionia County Substance Abuse Initiative is considered a model for how services at the county level should work. Congratulations to Lisa and her program!

ADJOURNMENT

The meeting adjourned at 5:28 p.m.