

EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

October 27, 2008 – 4:30 p.m.
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

MEMBERS PRESENT: Joe Brehler; Jan Bunting; Brad Densmore; Debbie DeLeon; Lisa McCafferty, Ionia alternate member; Earl Poleski; Ralph Tillotson; Bob VanBelzen

MEMBER ABSENT: Robert Showers, Chair; Lynn Mason

STAFF: Gary VanNorman, Executive Director; Gerrie Roeser, Finance Manager; Mary Kronquist, Treatment Manager; Lori Griffin, Executive Secretary

GUEST: Jim VanDoren

CALL TO ORDER

Vice Chairman Tillotson called the meeting to order at 4:34 p.m.

APPROVAL OF THE MINUTES OF SEPTEMBER 22, 2008

Mr. VanBelzen moved approval of the minutes of September 22, 2008 as presented. Mr. Densmore supported the motion. The motion carried.

ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions offered.

Mr. Densmore moved to accept the agenda as printed. Mr. VanBelzen supported the motion. The motion carried.

PUBLIC COMMENT

Ms. McCafferty stated she attended last month's meeting which was not reflected in the minutes. Ms. Griffin replied the permanent copy of the minutes was corrected to reflect her attendance.

NEW BUSINESS

A. Treasurer's Report for September 2008

Community Grant and PA2 – Preliminary Close Out

Bills to be approved for September totaled \$703,430.16

Revenues totaled \$1,199,548.37

- 3rd quarter PA2 payments from Eaton, Gratiot, and Lenawee counties received. Still outstanding is Ionia (1st, 2nd and 3rd quarter payments) and Ingham (3rd quarter payment).

Final Newaygo payment was received on October 10th.

Expenses totaled \$1,418,474.35

Net Income totaled \$(218,925.98)

Total Assets and Liabilities \$4,286,427.49

Net Increase in Cash of \$479,071.93

Medicaid

Bills to be approved for September totaled \$176,299.11

Revenues totaled \$165,300.94

Expenses totaled \$319,394.42

Net Income totaled \$(154,093.48)

Total Assets and Liabilities \$301,565.12

Net Decrease in Cash of \$(11,453.58)

PIHP Reports

CEI ending balance \$(47,405.01)

LifeWays ending balance \$(6,375.48)

Washtenaw ending balance \$81,470.53

Ms. Roeser noted payables were booked on the PIHP reports, which are not paid out until November. She also reported CEI's total includes 04/05 savings of \$60,141 and 06/07 savings of \$64,412. She also noted they have an ISF (7.5% of the total receivable for the current year carried over every year) which will be drawn upon when needed. Ms. Roeser also stated staff is working with providers in Lenawee County to increase service delivery, but so far to no avail. In response to Mr. Brehler's question as to whether or not we could use some of Washtenaw's funds to offset CEI's balance, Mr. VanNorman replied Washtenaw will not allow it.

Ms. McCafferty moved to recommend to the Commission approval of the Medicaid Bills to be approved and Treasurer's Report for September as presented. Mr. VanBelzen supported the motion. The motion carried.

Ms. DeLeon moved to recommend to the Commission approval of the Commission Bills to be approved and Treasurer's Report for September as presented. Mr. VanBelzen supported the motion. The motion carried.

B. Bank Investment Update

Ms. Roeser reported that working with Mr. Poleski and Chairman Showers she placed \$1,250,000 in CDs at Comerica Bank, and kept \$950,000 in CDs and \$650,000 in Money Market accounts at Citizen's Bank. She also noted the FDIC increased insurance to \$250,000, and each account has

its own FDIC insurance that covers all funds, with the exception of Ingham County which has over \$1million, split between Citizen's and Comerica Bank. She added that when Ingham's 3rd quarter PA2 monies are received, the amount at risk will increase. Ms. Roeser asked members if they were comfortable with these arrangements as she generally invests every thirty (30) days.

Mr. Poleski moved to recommend to the full Commission approval of the actions taken by management in diversifying investments. Mr. Brehler supported the motion. The motion carried.

C. PA2 Update

Mr. VanNorman reported the spreadsheet is provided for information. It shows all FY 07/08 allocations by county. He noted it would be revised after all payables are closed out so a more accurate picture will be available. He added that a lapse of approximately \$156,000 has been identified in Jackson County.

D. Hillsdale Drug Court

Mr. VanNorman reported that through working with Judge Nye and Commissioner Densmore, the staff recommendation is to place \$40,000 of Hillsdale PA2 funds into the Drug Court to maintain programming and help assure sustainability. Mr. VanNorman added the approval is with the understanding that this funding is seed money for treatment, and that staff will work with Judge Nye and the Hillsdale Commissioners to assure appropriate funding streams are accessed, specifically Medicaid. The commitment is to decrease the amount next year.

Mr. Densmore moved to recommend to the Commission approval to allocate \$40,000 of Hillsdale County PA2 funds to the Hillsdale County Probate Court to support SUD treatment. Ms. DeLeon supported the motion. The motion carried.

OLD BUSINESS

There was no Old Business brought before the Committee.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 5:08 p.m.