

EXECUTIVE-PERSONNEL-FINANCE COMMITTEE

November 26, 2007
Michigan High School Athletic Association
1661 Ramblewood Drive
East Lansing, Michigan

MINUTES

MEMBERS PRESENT: Debbie DeLeon, Chair; Brad Densmore; Lynn Mason; Earl Poleski; Robert Showers; Bob VanBelzen

MEMBERS ABSENT: Dan Alonzi; Joe Brehler; Ralph Tillotson

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

GUEST: Lisa Larson, CDRS

CALL TO ORDER

Ms. DeLeon called the meeting to order at 4:37 p.m.

APPROVAL OF THE MINUTES OF OCTOBER 22, 2007

Mr. VanBelzen moved approval of the minutes of October 22, 2007 as presented. Mr. Showers supported the motion. The motion carried.

ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions offered.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Treasurer's Report for October 2007

Community Grant and PA2

- Bills to be Approved totaled \$768,870.58
- Revenues totaled \$555,820.94. Ms. Roeser noted no PA2 dollars have been planned due to the uncertainty of amounts. They will be posted when we are informed.
- Expenses totaled \$88,310.01
- Net Income \$467,510.93
- Total Assets & Liabilities \$4,842,962.51
- Net Decrease in Cash of \$(190,642.26)

Medicaid

- Bills to be Approved totaled \$124,879.55
- Revenues totaled \$161,818.52
- Expenses totaled \$16,470.17
- Net Income \$145,348.35
- Total Assets & Liabilities \$538,914.86
- Net Increase in Cash of \$56,317.84

PIHP Balances

- CEI \$9,361.26
- LifeWays \$(3,316.92) Note: \$6,600 were November billings
- Washtenaw \$10,509.58
- Balance of \$16,553.92

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

B. Personnel Policies

Mr. VanNorman reminded members this item is back before the Committee after being tabled at the October meeting. Brief discussion ensued with Ms. Mason asking if the employee grievance which is sent to the director, should also be copied to the chair of the Executive-Personnel-Finance Committee (who is the chairperson of the Commission).

Ms. Mason moved to add verbiage under Grievance Procedure, Part 1, after Step 2 saying "once the issue has been discussed, the outcome and written response to the grievance will be given to the chairperson of the Commission". Mr. Showers supported the motion. The motion carried.

One other change was made, adding to L, Grievance Procedure, after the word policies in the last sentence, "shall adhere to the following:"

C. Proposed Meeting Dates for 2008

A proposed schedule for 2008 meetings was presented with notation that our By-Laws mandate 5 meetings per year.

Mr. Densmore moved to support the proposed 2008 meeting schedule. The motion failed due to lack of support.

Concern was noted by several members about not meeting from October to January as that would make for a long January meeting. Mr. Showers wanted more meetings added with having the option to cancel if desired.

Mr. Showers moved to recommend to the Commission the addition of meetings in April and November, no meetings in July and August, and with the understanding that meetings can be added or cancelled if necessary. Mr. Poleski supported the motion. The motion carried.

Mr. Showers moved to cancel the December 2007 Executive-Personnel-Finance Committee meeting. Mr. Poleski supported the motion. The motion carried.

D. Newaygo County PA2

Mr. VanNorman reported on the proposal from the Newaygo Coalition for the Newaygo County Mental Health Center, seeking \$25,000 in funding for a one year pilot targeting high-risk adolescents with co-occurring disorders and with multiple systems involvement (juvenile court, DHS, schools, etc), serving approximately 10-15 families. Staff recommendation is for approval, paid from Newaygo County PA2 funds.

Mr. VanBelzen moved to recommend to the Commission approval of the proposal from the Newaygo County Mental Health Center for a total of \$25,000, paid from Newaygo County PA2 funds. Mr. Showers supported the motion. The motion carried.

A second request was received from the Coalition seeking \$10,000 to establish an infrastructure to collect and collate data relative to identification of the prevalence of alcohol and substance abuse among older adults in Newaygo County.

Mr. VanBelzen moved to recommend to the Commission approval of the request from the Newaygo Coalition for \$10,000 for establishment of an infrastructure for data collection relative to substance abuse among older adults. Ms. Mason supported the motion. The motion carried.

OLD BUSINESS

A. Intercounty Agreement

Mr. VanNorman stated this item seeks permission to transmit the agreed upon revised Intercounty Agreement to the county administrators for approval at the county level. He added Lenawee has already passed the Resolution.

Mr. Showers moved to recommend to the Commission that the director send the revised Intercounty Agreement to county administrators for approval. Mr. Densmore supported the motion. The motion carried.

B. ODCP Proposed Allocation for Calhoun County

Mr. VanNorman stated the draft letter to the Kalamazoo CA and Mid-South proposed a decrease to Mid-South of approximately \$783,000 this year as a result of Calhoun County's departure, plus an additional \$16,000 in 2009, for a total of \$799,000. He indicated a response had been sent noting any amount greater than \$799,000 would be detrimental to our region, and the procedure does not follow the same one used in past years. Mr. Showers noted a position document would be prepared for legislators in our region stating what Mid-South could lose if more dollars beyond the stated percentage were removed. Mr. VanNorman responded he would write something to use if necessary.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 5:43 p.m.