



2875 Northwind Drive * East Lansing, Michigan * 48823 * 517.337.4406

MID-SOUTH SUBSTANCE ABUSE COMMISSION

January 25, 2010 – 6:00 p.m.
Hilliard Building, 1st Floor Conference Room
121 E. Maple Street
Mason, Michigan

MINUTES

MEMBERS PRESENT:

Ralph Tillotson, Chairman
Joe Brehler
Jan Bunting
Shirley Carter
Dale Copedge
Brad Densmore
Debbie De Leon
Pam DeVaney-Bozinoff
Lynn Mason
Stan Nieboer
Earl Poleski
Robert Showers
Jim Van Doren

GUESTS:

Lisa McCafferty, Ionia alternate
Deb Thalison, Ionia Health Dept.
John Roy Castillo, Cristo Rey

STAFF:

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

MEMBERS ABSENT:

Dale Barr
Jean Golden
Cliff Herl
Ingham County vacancy

CALL TO ORDER

Mr. Tillotson called the meeting to order at 6:00 p.m.

ROLL CALL

Ms. Mason called roll; 11 present and 5 absent. Two members arrived after roll call.

APPROVAL OF THE MINUTES OF NOVEMBER 25, 2009

Mr. Showers moved approval of the minutes of November 25, 2009 as presented. Mr. Van Doren supported the motion. The motion carried.

ADDITIONS/DELETIONS TO THE AGENDA

Added was October Treasurer's Report (revised) information item VIIIA, and Leased Space, item VIII C (6).

Ms. De Leon moved to accept the agenda as amended. Mr. Densmore supported the motion. The motion carried.

COMMUNICATIONS

There were no communications to share.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Director's Report – G. VanNorman

Mr. VanNorman reported on the following:

- Advisory Council status. The Commission desires to reactivate the Advisory Council this year. Counties have been asked to seek members and there has been some response.
- Recovery Oriented Systems of Care (ROSC) grant submission. Mid-South submitted to SAMHSA for a 3 year grant opportunity surrounding ROSC. It would provide services in case management, care management and peer recovery/peer supports services for recidivists in Ingham and Eaton counties. Expect news in 6 weeks.
- Peer-to-Peer Grant Opportunity. Mid-South was asked to be a facilitator organization to write a grant. We offered to facilitate but the agency decided they were not ready.

- Offender Reentry Grant. Mid-South provided data for this grant which is due February 11th and which Deb Smith is writing for the Office of Community Corrections for Ingham County jail services.
- Pilot Projects. There are two currently being worked on. 1) Mid-South was offered an opportunity to work with the state to create criteria to modify some of what we do. These projects are: 1) a fast track treatment option which will help streamline intake planning, progress notes, and other paper work; 2) allowing the full assessment to happen at the third session, which would help to facilitate a “connection” between therapist and client. These will be discussed with providers at the next Quality Improvement meeting.

COMMITTEE REPORTS

A. Treasurer’s Reports for November and December 2009

Mr. Brehler reported all reports had been thoroughly reviewed by the Executive Committee and moved forward for approval.

Mr. Brehler explained the September 2009 Block Grant and Medicaid report revisions. This was a non-action item and reflects final payables.

Mr. Brehler moved approval of the revised October 2009 block grant report. Ms. DeLeon supported the motion. The motion carried.

Mr. Brehler moved approval of the November 2009 Treasurer’s Report. Mr. Nieboer supported the motion. The motion carried.

Mr. Brehler moved approval of the December 2009 Treasurer’s Report. Ms. De Leon supported the motion. The motion carried.

B. Program Development Committee Report

The Committee did not meet in January.

C. Executive-Personnel-Finance Committee Report – R. Tillotson

Mr. Tillotson reported the Committee reviewed the action items and recommends their approval.

Mr. Brehler moved approval of Budget Amendment #2 FY09/10. Mr. Densmore supported the motion. The motion carried.

Mr. Showers moved approval of the Administrative Budget amendment FY08/09 Final. Mr. Nieboer supported the motion. The motion carried.

Discussion ensued on the state allocation formula/equity issue, with Mr. Van Norman explaining the history of the formula and its development. He reported that as Mid-South is currently under equity in funding by approximately \$1 million, he wants to join some CA directors contacting legislators to seek equity. He asked members how much involvement they wanted him to have in this effort. The Executive Committee made no recommendation besides stating they would not stand in his way.

Mr. Poleski stated his belief the Board should be more aggressive than not “standing in his way”; be more proactive in instructing that Mid-South’s interests be pressed forward during this process. He added if members feel funding is truly inequitable, we need to raise the issue. Mr. VanNorman noted there may be various things to do in the future, such as pass Resolutions, or meet with legislators.

Mr. Poleski moved to authorize/instruct Mr. VanNorman to act with other CAs to seek a more equitable allocation method consistent with that developed and not implemented in 2005. Ms. Mason supported the motion. The motion carried.

Mr. Tillotson reported McCullough, Vargas & Associates satisfactorily met all of their site review recommendations and are in compliance.

Mr. Tillotson reported a response was received from the FDIC on our insurance questions. He stated the finding from our auditor was correct in that our funds were not fully insured as was stated by the bank and believed. They now are, and will be until June, at which time other banking arrangements will need to be made to assure funds are fully insured.

Mr. VanNorman reported office space has become available down the hall from our main suite, and we have an opportunity to move the CCC from the first floor to upstairs. Savings of approximately \$8,800 per year would be realized. We currently pay \$13.00 square foot with a cost of living provision. It would, however, necessitate an additional five years added to our current lease which runs through 2013, thus extending our lease until 2018. There is, however, a provision to terminate the lease based on availability of funds. Recommendation from staff is for approval.

Mr. Showers moved approval to lease office space on the 2nd floor of the office building, adding an additional 5 years to the current lease, taking it through 2018. Mr. Densmore supported the motion. The motion carried.

D. Nominating Committee Report – R. Tillotson

Mr. Tillotson presented the following Slate of Officers for 2010:

- Jackson County, Chairperson
- Eaton County, Vice Chair
- Ionia County, Treasurer
- Newaygo County, Secretary

Ms. Bunting moved approval of the Slate of Officers for 2010 as presented. Ms. Mason supported the motion. The motion carried.

Election will take place in February; new officers take over March 1st.

OLD BUSINESS

A. Intercounty Agreement

Mr. VanNorman reported the Agreement is now fully signed and goes to our attorney, the Attorney General, and finally to the Governor for approval.

B. Executive Director Evaluation

Mr. Tillotson reminded everyone this was discussed at the November meeting and some ideas were shared with Mr. VanNorman. Now it needs to take place.

Discussion ensued. Mr. Poleski noted it is important that criteria be established so everyone knows what to expect and how to measure the criteria. Mr. VanNorman added he has not had an evaluation since he began working at Mid-South, and a process is needed so he does what the Board wants him to do. He also said it will give the Board a basis to hire someone else. It will help the agency in the long run.

PUBLIC COMMENT

There was no public comment.

AJOURNMENT

The meeting adjourned at 6:52 p.m.