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## MID-SOUTH SUBSTANCE ABUSE COMMISSION

April 25, 2011

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

### MINUTES

#### MEMBERS PRESENT:

Joe Brehler, Chairman  
Dale Barr  
Mike Butchart  
Shirley Carter  
Jamie Clover Adams  
Dale Copedge  
Brad Densmore  
Debbie DeLeon  
Warren Everett  
Craig Finger  
Cliff Herl  
Lynn Mason  
Rico Neal  
Stan Nieboer  
Cletus Smith  
Ralph Tillotson

#### GUESTS:

None

#### STAFF:

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

#### CALL TO ORDER

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

#### ROLL CALL

Mr. Densmore called roll; 14 present and 2 absent (both arrived after roll call). There is still one vacancy in Jackson County.

Mr. Brehler introduced Mike Butchart who is a new citizen appointee from Jackson County. Everyone welcomed him.

#### APPROVAL OF THE MINUTES OF MARCH 28, 2011

**Mr. Herl moved approval of the minutes of March 28, 2011 as presented. Ms. Carter supported the motion. The motion carried.**

## **ADDITIONS/DELETIONS TO THE AGENDA**

There were none.

**Mr. Tillotson moved approval of the agenda as printed. Mr. Barr supported the motion. The motion carried.**

## **COMMUNICATIONS**

There were no comments on the communications handed out.

## **PUBLIC COMMENT**

There was none.

## **NEW BUSINESS**

### **A. Director's Report – G. VanNorman**

Mr. VanNorman commented on the State site visit last week noting we will be receiving a clean report. He added the state complimented Mid-South and the work done here. They were impressed with the CCC and stated it was not administrative in nature; they were very positive about prevention and our risk based monitoring.

Mr. VanNorman reported the budget bills in the House and Senate are very different; both will now go to conference committees. He noted the fact sheet sent out was also sent to all of our nine county senators and representatives with encouragement for them to speak with conference committee chairpersons. Implications to our system are significant if changes are not made.

Mr. VanNorman also spoke about his ongoing discussions with CEI and pros and cons for a potential consolidation. He noted it is hoped to have a document out in a few weeks to aid in specific discussions. Mr. VanNorman also noted that Mike Head has been relieved of his Deputy Director duties at MDCH.

Lastly, Mr. VanNorman reported on a presentation he made to some students at Spring Arbor University on policy; how it is created and how it creates challenges, and how organizations deal with it. He said the presentation was well-received by the students.

## **COMMITTEE REPORTS**

### **A. Treasurer's Report – S. Nieboer**

**Mr. Nieboer moved the Executive Committee recommendation for approval of the March 2011 Treasurer's Report as presented. Mr. Tillotson supported the motion. The motion carried.**

**B. Program Development Committee Report – S. Carter**

Ms. Carter reported on the meeting and noted the Committee recommends approval of the revised Policy Q001 Client Satisfaction Survey.

**Ms. Carter moved the Program Development Committee recommendation for approval of the revised Q001 Client Satisfaction Survey Policy as revised. Mr. Densmore supported the motion. The motion carried.**

**C. Executive-Personnel-Finance Committee Report – J. Brehler**

Mr. Brehler reported the only action item was the Treasurer's Report, which was thoroughly reviewed.

**D. Audit Committee Report – S. Nieboer**

Mr. Nieboer reported the Committee received a thorough report from Mr. Alan Panter on the financial audit. He noted staff was commended on their hard work during the year. The fund balance was briefly discussed with notation that the Commission is within guidelines at 5%. Mr. Brehler added that it was a clean, unqualified opinion.

**Mr. Nieboer moved approval of the Audit Committee recommendation for approval of the FY 2009/2010 Financial Audit. Mr. Smith supported the motion. The motion carried.**

**OLD BUSINESS**

There was no old business brought before the Commission. Brief discussion ensued on the CA Report Card documents sent out.

**PUBLIC COMMENT**

Ms. Mason stated the Ionia County Substance Abuse Initiative recently had their accreditation review. She indicated comments from the reviewers were they are a skilled committee, compassionate people, and it is evident they care. The surveyors also noted the providers are working hard and making a difference in people's lives, they were impressed with the commitment to the Ionia County community, and glad to see collaboration between agencies. She added that clients surveyed say they are enthused about the services they receive. Ms. Mason asked that "Commissioner Comments" be added as an agenda item for future meetings.

**ADJOURNMENT**

The meeting adjourned at 6:32 p.m.