

MID-SOUTH SUBSTANCE ABUSE COMMISSION

August 25, 2008

Lansing Sheraton Hotel

925 S. Creyts Road

Lansing, Michigan

MINUTES

MEMBERS PRESENT

Robert Showers, Chairman
Joe Brehler
Jan Bunting
Shirley Carter
Dale Copedge
Brad Densmore
Debbie DeLeon
Cliff Herl
Lisa McCafferty
Jerry Michalowicz
Earl Poleski
Deborah Smith

MEMBERS ABSENT:

Dale Barr
Jean Golden
Ralph Tillotson
Bob VanBelzen
Jim VanDoren

GUESTS:

Phyllis McCrossin, Editor, Gratiot
County Herald
Carolyn Hilley, Gratiot County
alternate member

STAFF:

Gary VanNorman, Executive Director
Gerrie Roeser, Finance Manager
Mary Kronquist, Treatment & Program
Development Manager
Lori Griffin, Executive Secretary
Jeanne Diver, Quality Assurance Mgr
Joel Hoepfner, Prevention Coordinator

The day commenced at 3:15 p.m. with the Board Retreat. Executive-Personnel-Finance Committee followed at 5:30, the dinner, and lastly the Commission Meeting.

CALL TO ORDER

Chairman Showers called the meeting to order at 7:05 p.m.

ROLL CALL

Ms. Griffin called roll; 12 present and 5 absent.

APPROVAL OF THE MINUTES OF JUNE 23, 2008

Ms. McCafferty moved approval of the minutes of June 23, 2008. Ms. Smith supported the motion.

Ms. McCafferty asked that the same correction be made to the Commission minutes as was requested to the Executive Committee minutes regarding Ms. Mason's reasons for opposing the movement of some CDRS functions in-house. Copy of her comments was attached to file copy and on-line June minutes.

Vote called on the motion. The motion carried with the correction.

ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions offered.

Mr. Densmore moved approval of the agenda as printed. Mr. Brehler supported the motion. The motion carried.

COMMUNICATIONS

Copy of letters sent to Kalamazoo CA regarding Calhoun County PA2 dollars being sent to them provided for information. Copy of note from Jean Golden regarding donation in her brother's name for information.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

A. Treasurer's Reports for June and July 2008

June Community Grant

Bills to be Approved \$623,787.12

Revenue \$902,723.73. Received Eaton, Gratiot, Jackson and Newaygo PA2 dollars in June. Also applied fund balance interest of \$117,468.00 to administrative expenses and \$15,899 from MICHild carryover. Calhoun interest removed and sent with PA2 funding.

Expenses \$613,792.49

Net Income \$288,931.24

Total Assets & Liabilities \$3,753,616.14

Net Increase in Cash \$145,901.86

July Community Grant

Bills to be Approved \$657,268.23

Revenue \$832,862.26. Received Ingham PA2 dollars in July. Lenawee and Ionia still outstanding. Applied Medicaid carry forward interest to administrative budget.

Expenses \$658,161.47

Net Income \$174,700.79

Total Assets & Liabilities \$3,929,412.17

Net Increase in Cash \$175,796.03

June Medicaid

Bills to be Approved \$172,735.96
Revenue \$164,472.83
Expenses \$172,735.96
Net Income \$(8,263.13)
Total Assets & Liabilities \$379,154.44
Net Decrease in Cash \$(8,263.13)

PIHP Report June

CEI ending balance \$(26,957.66)
LifeWays ending balance \$15,423.29
Washtenaw ending balance \$60,743.78

July Medicaid

Bills to be Approved \$185,320.21
Revenue \$164,067.24
Expenses \$174,276.21
Net Income \$(10,208.97)
Total Assets & Liabilities \$357,901.47
Net Decrease in Cash \$(21,252.97)

PIHP Report July

CEI ending balance \$(6,773.62)
LifeWays ending balance \$7,981.32
Washtenaw ending balance \$66,737.53

Mr. Poleski moved approval of the Treasurer's Reports as presented. Ms. DeLeon supported the motion. The motion carried.

B. Executive-Personnel-Finance Committee Report

Mr. Showers reported the proposed revision to the By-Laws was tabled and the second issue is at rest.

NEW BUSINESS

A. Director's Report

Mr. VanNorman stated activity reports were provided.

B. Program Budget Amendment

Purpose is to amend the budget to add \$275,071 of additional MDCH funding received from the problem gambling award and additional treatment funding.

Mr. Herl moved to accept the additional dollars and for approval of the budget amendment as proposed. Ms. Smith supported the motion. The motion carried.

C. Care Coordination Center Budget for September 2008

Purpose of the amendment is to add funding to begin hiring staff in September to allow for training, as well as purchasing of supplies and equipment. This is state funding in the amount of \$68,947.

Ms. Smith moved approval of the Care Coordination Center budget for September 2008 as proposed. Ms. DeLeon supported the motion. The motion carried.

D. Establishment of Audit Committee

Mid-South's auditor recommended an Audit Committee be established as a best practice. This would be a standing committee which would require amendment of By-Laws to incorporate. Committee would consist of the Commission's Treasurer and one member from each standing committee.

Mr. Poleski moved approval to establish an Audit Committee. Mr. Densmore supported the motion. The motion carried.

E. Establishment of an Ad Hoc Committee

Chairman Showers stated he wishes to establish this Committee, with Mr. VanDoren chairing it. Purpose would be to bring select members together to discuss the commission's mission, ways to improve meetings, and improve communications among members. The fact sheet was not provided so it will be mailed to all members.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 7:38 p.m.