



# AuSable Valley Community Mental Health Authority

Joseph Stone, Board Chairperson  
David L. Beck, Ed D., LPC, Chief Executive Officer

## BOARD MEETING MINUTES

Monday, March 28, 2016

5:00 p.m., West Branch Office

### 1. CONVENE

#### a. Call to Order

The regularly scheduled meeting of the AuSable Valley Community Mental Health Authority Board was held on Monday, March 28, 2016, at the Board's West Branch Office. Chairperson Joseph Stone called the meeting to order at 5:03 p.m.

#### b. Roll Call

**Board members present:** Joe Stone, Al Evans, Mike Welsch, Rose Walsh, Jay O'Farrell, Roberta Roulo, Patti Casey, Bonnie Lixey, Jim Cummins, and Mark Grantner

**Board members excused:** Scott Colclasure and Gary Klacking

**Board members absent:** None

**Staff present:** Dave Beck; Glenn Gray, Teresa Tokarczyk, Craig Williams, Regina Demetrakeas, Renee Busby, and Joseph Chrivia

**Staff absent:** None

**Guests:** None

A quorum was present.

#### c. Approval of February 22, 2016 Minutes

It was moved by Ms. Walsh, second by Mr. Cummins, to approve the minutes of the February 22, 2016 Board meeting as printed. All ayes, motion passed.

#### d. Approval of Agenda

It was moved by Ms. Casey, second by Mr. Cummins, to approve the Agenda as presented. All ayes, motion passed.

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**e. Correspondence**

Mr. Stone informed the Board that Oscoda County sent a letter reappointing Mr. Granter to the Board. Additionally, Iosco County reappointed Mr. Cummins and Mr. O'Farrell to the Board.

**f. Announcements – None.**

**g. Public Comments – None.**

**2. BOARD EDUCATION**

Mr. Gray introduced Jim Kraenzlein of Straley Lamp & Kraenzlein P.C., a partner in the accounting firm which performed the audit of AuSable Valley's finances for Fiscal Year 2015. Mr. Gray stated that the audit report has three parts and each part would be explained by Mr. Kraenzlein. Mr. Kraenzlein stated that he's been conducting audits of AuSable Valley for eight years and is familiar with the standards required of a CMH. He briefly outlined each portion of the audit and commented that there were no disagreements with management in regards to the financial management of AuSable Valley. Mr. Kraenzlein stated the financial statements and balance sheets are very stable, working capital and unrestricted net assets remain the same as last year. He said revenue made a significant increase in Fiscal Year 2015 due to funding model changes. He identified no weaknesses or deficiencies in the financial management process. Two minor audit adjustments were found, that were balance sheet only adjustments, and were posted as part of these audited statements. Mr. Kraenzlein stated there were no instances of non-compliance, no audit findings, and no audit recommendations. He added that he is discussing moving the audit date for Fiscal Year 2016 by a few weeks.

Mr. Gray noted that the communication between finance and quality was greatly improved. Any records requested during the audit were provided immediately which aided in the conducting of the audit.

The Board commended Mr. Gray on the outstanding work of his department.

Dr. Beck commented that the audit report is a matter of public record and copies are available for anyone who wants to obtain one.

**3. REPORTS**

**a. Chairman**

Mr. Stone reminded the Board that the annual reorganization would occur during April's meeting.

Mr. Cummins volunteered to Chair the Nominating Committee. Mr. Welsch, Ms. Roulo, and Ms. Lixey volunteered to join the Committee.

Ms. Casey stated that self-assessment surveys would be released on Survey Monkey soon. She asked the Board to respond as quickly as possible to the assessment.

**b. Board Association**

Mr. Stone appointed Mr. Welsch to serve as a delegate for the Spring Conference.

Mr. Stone stated the Board had 100% participation in the CMH PAC fundraiser.

Mr. Stone reminded the Board that the Spring Conference will be held May 10-11, 2016 in Dearborn. Any member that wants to attend should contact Mr. Chrivia.

**c. Northern Michigan Regional Entity (NMRE)**

Mr. O'Farrell stated that the Policy Committee met and reviewed approximately 1/3 of NMRE's policies. They have planned to meet twice more this fiscal year to complete the policy review.

Mr. Stone reappointed Mr. Klacking to the NMRE Board.

**d. Chief Executive Officer's Report**

Dr. Beck presented the CEO Report to the Board. He updated the Board on the results of the OSHA visit. He stated that while AuSable Valley is waiting on the formal results letter, the exit interview indicated that the inspector found AuSable Valley compliant with OSHA regulations. There will be two minor administrative adjustments: how certain incidents are reported and the exposure control policy must be reviewed and updated annually. No financial penalty is expected. Dr. Beck offered his gratitude to the Staff for doing their jobs correctly on a regular basis.

Dr. Beck informed the Board of the current status of the 298 portion of the Governor's FY2017 budget proposal. He said that the issue seems to be dying due to lack of support. Further, he and Mr. Stone are on the work-group in Lansing currently rewriting this section.

Dr. Beck stated the he met with Senators Booher and Stamas in Lansing and was assured the original 298 language would not be approved. He also discussed the issue of unfunded mandates, enforcement of the Headlee Amendment, and the future of Autism funding with the senators. Overall, the meetings were reportedly very productive.

Lastly, Dr. Beck distributed a new sample letter of a letter to the legislature that discusses the recommendation to make minor modifications and corrections to Michigan's approach to Community Health as opposes to completing revamping the process. He reminded the Board that Michigan is a national leader in the field and we shouldn't alter the portions of the process that work well.

Mr. Stone asked that the Board members hold off on sending any new letters until after this week's meeting to see what developments result.

**e. Committee**

**(1) Personnel – March 7, 2016.**

Committee Chair Mike Welsch read the Committee meeting minutes.

It was moved by Mr. Welsch, second by Mr. Evans, to accept the Clerical Supervisor Job Description as proposed. All ayes; motion passed.

**(2) Building – March 10, 2016.**

Committee Chair Al Evans read the Committee meeting minutes.

Mr. Evans commended Ms. Adamczak on her exemplary work as the Facilities Manager.

It was moved by Mr. Evans, second by Mr. Cummins, to accept the bid from Symons' for \$12,780 to complete the conference room divider project. All ayes; motion passed.

It was moved by Mr. Evans, second by Ms. Lixey, to accept Hacht Heating and AC's bid of \$3407 and Nighthawk Electric's bid of \$2275 for the West Branch IT room project. All ayes; motion passed.

**(3) Program – March 10, 2016**

Committee Chair Patti Casey read the Committee meeting minutes.

There were no motions that required action from the Board.

**(4) Executive and Finance – March 15, 2016**

Board Treasurer Jim Cummins read the Committee meeting minutes.

It was moved by Mr. Cummins, second by Mr. Evans, to accept the February Financial Statement as presented. All ayes; motion passed.

It was moved by Mr. Cummins, second by Ms. Walsh, to open a \$1,000,000 line of credit. All ayes; motion passed.

It was moved by Mr. Cummins, second by Ms. Roulo to accept the contract of Kristen Priem – BCBA Supervision, Autism Program as presented. All ayes; motion passed.

**(5) Recipient Rights Advisory – March 14, 2016**

Committee Chair Rose Walsh read the Committee meeting minutes.

It was moved by Ms. Walsh, second by Mr. Cummins, to approve the revised Recipient Rights Manual. All ayes; motion passed.

**4. OLD BUSINESS – None.**

**5. NEW BUSINESS – None.**

**6. COMMENTS**

**a. Board -- None.**

**b. Public – None.**

**7. MEETING DATES**

**a. Board**

Monday, April 25, 2016, 5:00 p.m., Tawas City Office

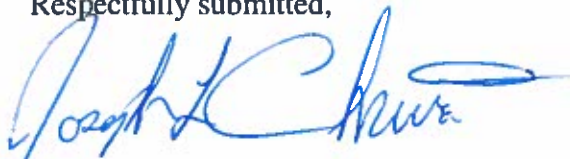
**b. Committees**

- (1) Personnel – Monday, April 4, 2016, 4:00 p.m., West Branch
- (2) Building – No meeting scheduled
- (3) Program – Thursday, April 14, 2016, 4:00 p.m., Tawas (AuSable House)
- (4) Executive & Finance – Tuesday, April 19, 2016, 4:30 p.m., West Branch
- (5) Recipient Rights – Monday, April 14, 2016, 4:00 p.m., Tawas City (AuSable House)
- (6) Personnel – Thursday, March 31, 2016, 9:00 a.m., West Branch (St. Vincent Annex)
- (7) Nominating – Monday, April 25, 2016, 4:00 p.m., Tawas City

## 8. ADJOURN

Mr. Welsch made a motion to adjourn, second by Ms. Lixey, motion passed. Meeting adjourned at 6:11 p.m.

Respectfully submitted,



JOSEPH L. CHRIVIA  
Board Secretary