



# AuSable Valley Community Mental Health Services

1199 W. Harris Avenue  
P.O. Box 310  
TAWAS CITY, MICHIGAN 48764  
(989) 362-8636  
FAX (989) 362-7800

William Williams, D.O., Chairperson  
Floyd R. Smith, Ph.D., Director

## *AU SABLE VALLEY COMMUNITY MENTAL HEALTH SERVICES BOARD*

*March 22, 2010*

### *MINUTES*

#### **I. CONVENE**

*The regularly scheduled meeting of the AuSable Valley Community Mental Health Board was held on Monday, March 22, 2010 at the Board's West Branch Office. Meeting was called to order by Chairman Dr. Williams at 6:00 p.m.*

*A. ROLL CALL. Board members present: Patti Casey, Bernadine Clark, Scott Colclasure, Jim Cummins, Kay Hammond, Robert Huddy, Clyde Soucie, Joe Stone, Rose Walsh and Dr. Williams.*

*Board members absent with excuse: Bob Cudney and Mike Welsch.*

*Staff present: Floyd Smith, Glenn Gray, Lois Gartland, Dave Beck, Lee Mertz, and Louise Pratt.*

*Guests: None.*

#### **B. APPROVAL OF FEBRUARY MINUTES.**

*Moved by Mr. Stone, seconded by Mr. Soucie to approve the Minutes of the February Board Meeting as corrected. Motion carried.*

#### **C. APPROVAL OF AGENDA.**

*Moved by Mr. Stone, seconded by Ms. Casey to approve the Agenda as presented. Motion carried.*



D. *CORRESPONDENCE*

Dr. Smith shared a letter received from the Iosco County Board of Commissioners reappointing Bob Cudney and Jim Cummins to the Board to additional three year terms. Mr. Cummins expressed his appreciation for this.

E. *ANNOUNCEMENTS*

The Board Association Spring Conference will be held on May 18 – 19 in Dearborn. Board members who are interested in attending are asked to contact Ms. Gartland at their early convenience for reservations.

F. *PUBLIC COMMENTS* None.

G. *CONSUMER COMMENTS* None.

II. *REPORTS*

A. *Chairperson*

Dr. Williams appointed the following Board Members to serve on the Nominating Committee: Patti Casey, Jim Cummins, Kay Hammond, Bob Huddy, and Rose Walsh.

B. *Board Association*

Several members of the Board attended the recent Board Association Conference in February. Ms. Hammond reported that there has been suggestion to add children's issues as part of the Board Works training. She also reported information regarding a new contract with Pine Rest which raises concern and is something that we should be aware of.

Ms. Casey shared that she was disappointed in this past conference and indicated that there was not the variety of useful workshops that she has seen in the past. She did find workshop regarding Medicaid eligibles to be interesting and appreciated the expertise of the staff.

Ms. Walsh reported on the Board Works training sessions that she attended including Budget, Fundamentals and Character. Ms. Walsh agreed that overall conference was not as helpful as

*some of the others that she has attended. She did report that she had lunch with our local Legislators.*

*Dr. Williams reviewed Board Members attendance at conferences and stressed importance of bringing back as much useful information as possible to share with other members of the Board.*

*Mr. Stone asked for opportunity to address Board members attendance at conferences and review areas such as limitations, rotations and other ways to help cut conference expenses. This matter was referred to the Executive & Finance Committee for further review.*

*C. Director*

*Dr. Smith's printed report of areas of interest to the Board was distributed and reviewed. Dr. Smith expressed his appreciation for the work done by two Committees that he missed last week while his wife was ill.*

*Performance Indicators were briefly reviewed by Dr. Smith. Some correspondence between Dr. Smith and Mr. Schneider on the subject of performance indicators had been distributed. An additional page from the contract was distributed in evening packet on the subject. Dr. Smith shared that performance indicators are indeed part of our contract and are a good set of goals. Dr. Smith noted that we do want to meet the performance indicators and believes that we should meet them, and that there should be good reasons if we do not meet them. He reviewed two examples of such reasons when we have not met such standards which were discussed. Dr. Smith noted that Dr. Beck and his supervisors have done a good job in establishing some productivity standards for outpatient treatment staff and that he has asked Dr. Beck to put some information together for the Personnel Committee.*

*Dr. Smith reviewed the situation last fall when we had identified an increase in services, and that the Board reviewed and approved establishment of three new case managers positions in response to this increase, pending availability of new funding. Dr. Smith described the delays in our funding with the result that we have not filled the positions; that we are working with less money than in 2009; which becomes the basis and background for discussions with Mr. Schneider on this subject.*

*Dr. Smith indicated that he and Dr. Beck will be continuing to work on this issue and will keep Board informed. Dr. Smith offered two options for handling the situation on a short-term*

basis and noted a further report on this issue for Finance Committee and for the next Board meeting. He recommended that the Board not take any further action on this subject at this time.

Dr. Williams questioned possibility of a waiting list or ways to shift consumers from one service to another which were briefly reviewed. Dr. Williams requested a utilization study be done including a variety of specific information. Dr. Beck indicated he would compile such information.

There was question regarding the different time requirements of a variety of services which were reviewed by Dr. Beck and Ms. Gartland. Dr. Smith indicated he will have further conversation with Dr. Beck and then with Dave Schneider on this subject.

Mr. Stone raised concern that the Board was not aware of this area as being an issue. Dr. Smith clarified that it was brought to the Program Committee in November and December and that this is the first time for him to be able to bring to the Board's attention. It was suggested and agreed that having such information prior to an Affiliation Board Meeting would be helpful to those Board members participating in the Affiliation Board Meeting. Dr. Smith agreed and will take steps to be sure this is done.

#### **B. Committees**

##### **1. Personnel. Committee met on March 1, 2010.**

Committee report was presented by Dr. Williams as Committee representative, in the absence of Committee Chair Bob Cudney.

There was question if there has been update on the Fair Labor Standards Audit which Dr. Smith indicated there has been no official update. He did note that he had to cancel two meetings with our attorney but expects to have one on Thursday morning. Dr. Smith reported that we did have a verbal report at the conclusion of the audit and that their response was very positive, including comment that we were doing a really good job with keeping up with these standards. Dr. Smith shared that this reflects well for the work done by Irene Heckman and staff who have succeeded her.

Moved by Dr. Williams, seconded by Ms. Clark that effective February 9, 2010, the date of Mr.

*Gray's one year anniversary, a 10% increase in his salary rate, along with a merit increase when Salary Schedule review is completed as presented; on the basis that the entry salary provided to Mr. Gray is substantially less than the quality of his work to date calls for.*

*Mr. Stone offered comment that he voted no at the Committee Meeting but after reviewing additional information, he does support the motion. Roll call vote taken; all ayes. Motion carried.*

*There was question regarding our search for psychiatrist. Dr. Beck reported that currently we have one candidate and that he and Dr. Smith are putting together a proposal regarding terms prior to an interview. Dr. Beck reported that he is pursuing all leads in this search.*

*There was question regarding the Peer Monitoring Group which Mr. Mertz provided additional information on. He reported that the State of Michigan asked if we would host a training for the northern area on peer monitoring because of their respect for the work we are already doing in this area. Mr. Mertz indicated that we did host a one-day training, and had people attend from Gaylord, Grayling and surrounding areas. He noted it was a very beneficial and insightful day and taught consumers to be their own best peer monitoring group.*

**3. Building.** *Committee met on March 18, 2010.*

*Committee report was presented by Joe Stone as Committee Chairperson.*

*Moved by Mr. Stone, seconded by Mr. Colclasure to rescind the motion taken at the February Board Meeting for the development of a consumer-operated home in Mio as presented. Motion carried.*

*Mr. Stone suggested additional recommendations for the Gray Road Home to include: dual smoke and carbon detectors, replacement of several deck boards as well as possibly changing hot water heater to electric.*

*Moved by Mr. Stone, seconded by Mr. Soucie to pursue development of West Branch Home as a consumer operated home as presented. Roll call vote taken; all ayes. Motion carried.*

**4. Executive & Finance.** *Committee met on March 18, 2010.*

Committee report was presented by Bernadine Clark as Committee Chairperson.

Moved by Ms. Clark, seconded by Ms. Hammond to receive the February Financial Statements and Expenditure Reports as presented. Roll call vote taken; all ayes. Motion carried.

IV. **OLD BUSINESS** None.

V. **NEW BUSINESS** None.

VI. **COMMENTS**

A. **BOARD.** None.

B. **STAFF.** None.

C. **PUBLIC.** None.

VII. **MEETING DATES**

A. **BOARD.** Next regular meeting of the Board will be held on Monday, April 26, 2010, at 6:00 p.m., at the Board's Tawas City Office.

B. **COMMITTEES.**

1. **Personnel.** Monday, April 5, 2010, 5:00 p.m., at the Board's Tawas City Office.
2. **Program.** Thursday, March 25, 2010, 5:00 p.m., at the Board's Tawas City Office.
3. **Executive & Finance.** Tuesday, April 20, 2010, 5:00 p.m., at the Board's West Branch Office.
4. **Nominating.** Monday, April 26, 5:30 p.m., Tawas Office.

VIII. **ADJOURN**

Moved by Mr. Stone, seconded by Mr. Soucie that the meeting be adjourned. Motion carried.  
Meeting adjourned at 7:03p.m.

Respectfully submitted,



Lois A. Gartland

Recording Secretary