

# MEETING MINUTES

## FULL BOARD

### TUESDAY, APRIL 29, 2025

APPROVED

MEMBERS PRESENT:	<input type="checkbox"/> OPEN SEAT (VACATED BY S. SLATON)	<input checked="" type="checkbox"/> C. NAGY
	<input type="checkbox"/> OPEN SEAT (VACATED BY M. KOZAK)	<input checked="" type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input checked="" type="checkbox"/> L. BERRY-BOBOVSKI	<input checked="" type="checkbox"/> M. PIZZIMENTI
	<input checked="" type="checkbox"/> P. BRIDGE	<input checked="" type="checkbox"/> M. SERIO - VICE & COMM. CHAIR
	<input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR	<input type="checkbox"/> S. VANDEMERGEL
	<input checked="" type="checkbox"/> M. IKLE	<input checked="" type="checkbox"/> A. YURKANIN
MEMBER(S) ABSENT:	S. VANDEMERGEL	
OTHERS PRESENT	C. CONKLIN K. AULETTE A. BOWERS	

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:00 PM**.

2. **ROLL CALL**

3. **APPROVAL OF AGENDA:** **AGENDA DATED APRIL 29, 2025**

☒ **MOTION TO APPROVE THE AGENDA, AS PRESENTED.**

☐ **MOTION TO APPROVE THE AGENDA, AS MODIFIED:**

**MOVED BY: M. Ikle / SECONDED BY: M. Pizzimenti**

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

4. **CALL TO THE PUBLIC:** ☐ **None.** ☒ Several members of Genesis House spoke about how LCCMHA and Genesis House has enhanced their quality of life, how they appreciated the kind and loving people, and how the Genesis House program has given them hope. Genesis House Program Coordinator, M. Leahy spoke about the past Spaghetti Dinner and the upcoming No Minds Left Behind 5k run/walk event.

5. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED MARCH 25, 2025**

☒ **MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.**

☐ **MOTION TO APPROVE THE MINUTES, AS MODIFIED:**

**MOVED BY: L. Berry-Bobovski / SECONDED BY: M. Serio**

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

**6. BOARD ADMINISTRATION:**    ☐ None    ☒ **Item(s) Noted Below**

a) Per-Diem for Special Meetings / Functions: ☒ None    ☐ Items Noted Below:

b) Event Announcement(s): ☐ None    ☒ Item(s) Noted Below

- Genesis House No Minds Left Behind 5k Run / Walk on May 3, 2025, starts at 10 a.m. Lakeland Trail Park at Zukey Lake Tavern, 5011 Girard Dr., Pinckney, MI 48169
- May 2025 is Mental Health Awareness Month
- Town Hall Meeting: May 13, 2025, at LESA Building, in Howell at 5:30 p.m.
- CMHAM Summer Conference at the Grand Traverse Resort, Traverse City, MI on June 10-11, 2025
- Appointment of Summer Conference Voting Delegates (Appointment to be done at the Full Board meeting on May 27, 2025).

**7. CONSENT AGENDA:**

**8. EXECUTIVE DIRECTOR'S REPORT:**

a) Delegated Contract April 2025 Report / Informational

b) Wait List Update / Informational

c) Agency & Community Updates / Informational

**d) AMY JOHNSTON - FY25 ADMINISTRATIVE CONTRACT FOR HUD GRANT/HOUSING CONSULTATION**

DISCUSSION WAS HELD.

**Moved BY: J. Pfeffer / SECONDED BY: L. Berry-Bobovski**

MOTION TO approve FY25 Contract between LCCMHA and Amy Johnston to complete the HUD and other administrative functions under the Executive Director at rate, as presented. Effective 5/1/2025 to 9/30/2025.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**9. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:**

**a) FINANCE REPORT & FY25 PROJECTIONS / INFORMATIONAL**

**b) FY25 MDHHS COMMUNITY-BASED MOBILE CRISIS INTERVENTION SERVICES GRANT**

DISCUSSION WAS HELD.

**Moved BY: A. Yurkanin / SECONDED BY: M. Pizzimenti**

MOTION TO approve the Grant Agreement between MDHHS and LCCMHA for Community-Based Mobile Crisis Intervention Services – 2025 Part 1, as presented. Effective 04/01/2025 to 09/30/2025.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**c) MEMO: INTERIOR ENVIRONMENTS – LESA OFFICE FURNITURE**

Discussion was held.

**MOVED BY: L. Berry-Bobovski/ SECONDED BY: M. Serio**

Motion to approve to contract with Interior Environments to complete the workstation renovation utilizing LESA workstations, at a cost not to exceed \$44,500.00, as presented. Effective 04/30/2025.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**d) MEMO: SHIFT DIFFERENTIAL PAY - ADDITIONAL PROGRAMS (2-ACTIONS)**

**Action #1: Shift differential pay for Community-Based Mobile Crisis Stabilization, Project Assert, and Trinity Health System – Behavioral Health Peer Support Specialist**

Discussion was held.

**MOVED BY: J. Pfeffer / SECONDED BY: C. Nagy**

Motion to approve shift differential pay for Community Based Mobile Criss Stabilization, Project Assert, and Trinity Health System – Behavioral Health Peer Support Specialist, as presented. Effective 03/30/2025.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**Action #2: Update to LCCMHA Personnel Manual to reflect shift differential programs that qualify for shift differential pay.**

Discussion was held.

**MOVED BY: J. Pfeffer / SECONDED BY: L. Berry-Bobovski**

Motion to approve to amend the Livingston County Community Mental Health Authority Personnel Manual to reflect shift differential programs that qualify for shift differential pay, as presented. Effective 03/30/2025.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**e) MEMO: ELIMINATING TWO RPT THERAPIST POSITIONS TO CREATE ONE RFT THERAPIST POSITION (3-ACTIONS)**

**Action #1: Eliminate vacant RPT 20 hours a week Therapist I or II position in CIP**

Discussion was held.

**MOVED BY: M. Pizzimenti / SECONDED BY: A. Yurkanin**

Motion to approve to eliminate the vacant regular part-time 20-hour Therapist I/II in CIP, as presented. Effective 5/1/25.

☐ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**Action #2: Eliminate vacant RPT 24 hours a week Therapist I/II position in ARS**

Discussion was held.

**MOVED BY: M. Serio / SECONDED BY: L. Berry-Bobovski**

Motion to approve to eliminate the vacant regular part-time 24-hour Therapist I/II in ARS, as presented. Effective 5/1/25.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**e) MEMO: ELIMINATING TWO RPT THERAPIST POSITIONS TO CREATE ONE RFT THERAPIST POSITION (3-ACTIONS) CONTINUED**

**Action #3: Develop one regular full-time Therapist I/II position in CIP**

Discussion was held.

**MOVED BY: L. Berry-Bobovski / SECONDED BY: J. Pfeffer**

Motion to approve to develop one regular full-time Therapist I/II (grade 108 or grade 109) in CIP, as presented. Effective 5/1/25.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**f) MEMO: MOBILE CRISIS GRANT: (4) NEW JOB DESCRIPTIONS (4 -ACTIONS)**

**Action #1: Development of one regular full-time Peer Support Specialist II position and the job description for the Mobile Crisis Program**

Discussion was held.

**MOVED BY: A. Yurkanin / SECONDED BY: M. Ikle**

Motion to approve the new FTE Peer Support Specialist II position (Grade 103) and job description under the Mobile Crisis Program, as presented. Effective 5/1/2025

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**Action #2: Development of one regular full-time Mental Health Assistant position and the job description for the Mobile Crisis Program**

Discussion was held.

**MOVED BY: M. Serio / SECONDED BY: M. Pizzimenti**

Motion to approve the new FTE Mental Health Assistant position (Grade 103) and job description under the Mobile Crisis Program, as presented. Effective 5/1/2025.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**Action #3: Development of one regular full-time bachelor-level Case manager position and the job description for the Mobile Crisis Program**

Discussion was held.

**MOVED BY: J. Pfeffer / SECONDED BY: L. Berry-Bobovski**

Motion to approve the new FTE Bachelor level Case Manager (Grade 106) and job description under the Mobile Crisis Program, as presented. Effective 5/1/2025.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**Action #4: Development of one regular part-time Master Level Clinician position and job description for the Mobile Crisis Program**

Discussion was held.

**MOVED BY: M. Ikle / SECONDED BY: A. Yurkanin**

Motion to approve of the new regular part-time 28 hours a week Master Level Clinician (Grade 109) and job description under the Mobile Crisis Program, as presented. Effective 5/1/2025.

☒ **MOTION PASSED 9 / 0**

☐ **MOTION FAILED**

**10. CMHPSM (REGION 6):**    ☐ None    ☒ Item(s) Noted Below

- a) Event Announcement(s):    ☐ None    ☒ Items Noted Below
  - Next Regional Board Meeting Date: 06/11/2025
- b) Draft Minutes from 04/09/2025

**11. CMHAM:**    ☐ None    ☒ Item(s) Noted Below

- a) Event Announcement(s):    ☐ None    ☒ Items Noted Below:
  - CMHA Summer Conference: Grand Traverse Resort, Traverse City, June 10-11, 2025
- b) Boardworks Update
- c) 2025 Budget Shortfall

**12. BOARD CORRESPONDENCE:**    ☐ None    ☒ Item(s) Noted Below

- a) Heather Oaks Quarterly Report
- b) Genesis House Newsletter
- c) Gleaners Thank you

**13. NEW BUSINESS:**    ☒ None    ☐ Item(s) Noted Below

**14. OLD BUSINESS:**    ☒ None    ☐ Item(s) Noted Below

- a) Parking Lot Items:

**15. CALL TO THE PUBLIC:**    ☒ No Response    ☐

**16. ADJOURNMENT:**    THE MEETING ADJOURNED AT 6:57 PM

**RESPECTFULLY SUBMITTED:**

**APPROVED BY:**

\_\_\_\_\_  
**Angela Bowers**  
RECORDING SECRETARY

\_\_\_\_\_  
**Joanne Pfeffer**  
BOARD SECRETARY

\_\_\_\_\_  
**Date**