LIVINGSTON COUNTY COMMUNITY MENTAL HEALTH AUTHORITY BOARD
MEETING HELD 622 E. GRAND RIVER, HOWELL, MI 48843

MEETING MINUTES
FULL BOARD
TUESDAY, JUNE 24, 2025

Approved

MEMBERS PRESENT:	☐ **OPEN SEAT (VACATED BY S. SLATON)**	☐ **C. NAGY**
	☐ **OPEN SEAT (VACATED BY M. KOZAK)**	☒ **J. PFEFFER** - BOARD SECRETARY
	☐ **L. BERRY-BOBOVSKI**	☒ **M. PIZZIMENTI**
	☒ **P. BRIDGE**	☒ **M. SERIO -** VICE & COMM. CHAIR
	☒ **R. GARBER –** BOARD CHAIR	☒ **S. VANDEMERGEL**
	☐ **M. IKLE**	☒ **A. YURKANIN**
MEMBER(S) ABSENT:	**L. BERRY-BOBOVSKI, M. IKLE, C. NAGY**	
OTHERS PRESENT	C. CONKLIN K. AULETTE A.BOWERS	J. KUBUS J. LITTLE

1. **CALL TO ORDER**: Meeting called to order by: **R. Garber** at **6:03 PM**.

2. **ROLL CALL**

3. **APPROVAL OF AGENDA: AGENDA DATED JUNE 24, 2025**

☐ **MOTION TO APPROVE THE AGENDA, AS PRESENTED.**
☒ **MOTION TO APPROVE THE AGENDA, AS MODIFIED:** Board Chair R. Garber requested that agenda item #6c: Board review of LCCMHA Policy 381 Procurement of Goods and Services be moved to the July Full Board agenda on July 29, 2025.
MOVED BY: M. Serio / SECONDED BY: M. Pizzimenti
☒ **MOTION PASSED 7 / 0**
☐ **MOTION FAILED**

4. **CALL TO THE PUBLIC:** ☒ **None.** ☐

5. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED MAY 27, 2025**

☒ **MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.**
☐ **MOTION TO APPROVE THE MINUTES, AS MODIFIED:**
MOVED BY: J. Pfeffer / SECONDED BY: S. Vandemergel
☒ **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

c) ~~Board Review of LCCMHA Policy 381: Procurement of Goods and Services~~ Item moved to Full Board meeting on July 29, 2025

7. CONSENT AGENDA:

8. EXECUTIVE DIRECTOR'S REPORT:

a) Delegated Contract June 2025 Report / Informational

b) Wait List Update / Informational

c) Agency & Community Updates / Informational

9. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

a) FINANCE REPORT & FY25 PROJECTIONS / INFORMATIONAL

b) FY25 OBRA BUDGET AMENDMENT FOR APPROVAL OF ADDITIONAL STAFF (2 Actions)

ACTION #1: REDUCTION OF HOURS OF THE OCCASIONAL PART-TIME MENTAL HEALTH THERAPIST I OR II FROM 28 HOURS PER WEEK TO 16 HOURS PER WEEK

DISCUSSION WAS HELD.

MOVED BY: A. Yurkanin / SECONDED BY: J. Pfeffer

MOTION TO approve the reduction of one occasional 28-hour part-time Mental Health Therapist I/II position (108/109) to one occasional 16-hour part-time Mental Health Therapist I/II position (108/109) in the OBRA program. Effective 07/01/25.

☒ **MOTION PASSED 7 / 0**
☐ **MOTION FAILED**

ACTION # 2: CREATION OF ONE REGULAR FULL-TIME MENTAL HEALTH THERAPIST I OR II IN THE OBRA PROGRAM

DISCUSSION WAS HELD.

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

MOTION TO approve one new full-time Mental Health Therapist I/II position (108/109) in the OBRA Program. Effective 07/01/25.

☒ **MOTION PASSED 7 / 0**
☐ **MOTION FAILED**

c) HUMAN RESOURCES AND PAYROLL VENDOR

Discussion was held.

MOVED BY: J. Pfeffer / SECONDED BY: A. Yurkanin

MOTION TO approve to enter into an agreement between LCCMHA and PeopleGuru as our Human Resource Information System and Payroll vendor, as presented. Effective 06/25/2025.

☒ **MOTION PASSED 7 / 0**
☐ **MOTION FAILED**

d) 2026 CMHAM ANNUAL DUES

Discussion was held.

MOVED BY: M. Serio / SECONDED BY: J. Pfeffer

MOTION TO approve FY26 CMHAM annual dues in the amount of $15,960, as presented.

☒ **MOTION PASSED 7 / 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: 08/13/2025

b) Draft Minutes from 06/11/2025

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) 2025 Impact Report

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

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 7:13 PM

RESPECTFULLY SUBMITTED: **APPROVED BY:**

Angela Bowers
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date