

# AuSable Valley Community Mental Health Authority

D. Jay O'Farrell, Board Chairperson  
Diane C. Pelts, M.A., Chief Executive Officer

Board Meeting  
Monday, September 23, 2024  
5:00 p.m., St. Vincent's Annex  
MINUTES

## 1. CONVENE

### a. Call to Order

The regularly scheduled meeting of the AuSable Valley Community Mental Health Authority Board was held on Monday, September 23, 2024, in the St. Vincent's Annex in West Branch. Chairperson D. Jay O'Farrell called the meeting to order at 5:00 p.m. A virtual option via Microsoft TEAMS was also offered for public attendance.

### b. Roll Call

**Board members physically present:** D. Jay O'Farrell, Gary Klacking, Mark Surbrook, Patti Casey, Rose Walsh, Debra Welsch, Chuck Varner, Bonnie Lixey, Amy Knepp, and Jill Gould

**Board members present via video conference:** Matt Jordan

**Board members excused:** Brenda Simmons

**Board members absent:** None

**Staff present:** Diane Pelts, Teresa Tokarczyk, Jennifer Carr, Casey Carpenter, and Joseph Chrivia

**Staff present via video conference:** Jennifer Warner, Laura Marentette, Shirley McMahon, Inna Mason, Regina Demetrakeas, Trish Otremba, Sydney Larsen, Tanya Haskins, Tyler Rood, Kathryn Cook, Robin Wymer, Cheryl Bronson, Coral Smith, Lori Enos, and Elizabeth Hoydic

**Staff absent:** None

**Guests:** None

**Guests via video conference:** Robert Pallarito, Office of Senator Hoytenga

A quorum was present.

### c. Approval of Board meeting minutes

It was moved by Mr. Surbrook and seconded by Ms. Welsch to approve the minutes of the August 26, 2024 Board meeting as presented. All ayes, motion passed.

### d. Approval of Agenda

It was moved by Ms. Walsh and seconded by Mr. Surbrook to approve the agenda as amended. All ayes, motion passed.



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**e. Correspondence**

Ms. Pelts said the Board packet contains two newsletters: the Download and the training Newsletter. She reviewed a topic of cybersecurity and encouraged everyone to be careful when receiving emails and texts from unknown persons. Additionally, there were ten Employee Spotlights from the West Branch Case Management Team. Ms. Pelts said October will focus on her staff and November will focus on the Board.

**f. Legislative Updates**

She stated there are three editions of *This Week in Lansing* in the packet to read and review.

**g. Announcements** – Mr. O’Farrell, and the Board, wished Ms. Pelts a happy birthday.

**h. Public Comments** – None.

**2. PUBLIC HEARING**

a. It was moved by Mr. Surbrook and second by Ms. Walsh to suspend the regular monthly board meeting and convene the annual public meeting. Roll call vote taken; all ayes. Motion passed.

b. Ms. Pelts presented the Agency’s 2025 Needs Assessment and Fiscal Year 2025 budget for discussion. Because the Board approved a two-year long-term plan last year, no new long-term plan was presented this year. Ms. Pelts explained that the budget is not balanced and projects a \$1 million deficit which will be funded through the region’s risk reserve. She detailed the reasons for this deficit and explained several CMHs are in similar or worse positions.

c. Mr. O’Farrell asked if there were any public comments or questions concerning these items. No comments or questions were voiced.

d. It was moved by Mr. Surbrook and second by Ms. Casey to adjourn the public meeting and resume the regular monthly board meeting. All ayes; motion passed.

e. It was moved by Mr. Surbrook and second by Ms. Knepp to accept the Fiscal Year 2025 Needs Assessment and FY25 Budget as proposed. Roll call vote taken. All ayes; motion passed.

**3. REPORTS**

**a. Chairperson** –None.

**b. Board Association** – Mr. O’Farrell appointed Mr. Klacking and Mr. Surbrook to serve as voting delegates for the upcoming Fall Conference.

**d. NMRE** – Mr. Klacking said the NMRE meets on Wednesday and the major agenda item is the \$93 million of appropriated mental health funding that has not been distributed by MDHHS.  
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**d. Chief Executive Officer**

Ms. Pelts said this is the month she meets with each Board of Commissioners for her annual report. Each county receives the same written report, which has been included in BoardEffects for review. She touched on the E-911 pilot program and its success, the Agency rebranding, the Medicaid exclusion for inmates, and the 1115 Waiver and how that might impact the counties, and lastly the continuation of the workforce shortage and its impact on AuSable Valley.

**e. Committee**

**(1) Human Resources – September 9, 2024**

Committee Chair Amy Knepp read the Committee meeting minutes.

There were no motions which required board action.

**(2) Facilities – September 12, 2024**

Committee Chair Mark Surbrook read the Committee meeting minutes.

It was moved by Mr. Surbrook and seconded by Ms. Casey to accept the bid from Colvin's to replace piping in the West Branch basement for an estimate of \$5,534. All ayes; motion passed.

It was moved by Mr. Surbrook and seconded by Mr. Varner to approve the purchase of an irrigation meter from the City of West Branch to reduce water fees. All ayes; motion passed.

**(3) Program –September 12, 2024**

Committee Chair Patti Casey read the Committee meeting minutes.

It was moved by Ms. Casey and seconded by Mr. Surbrook to approve the E911 pilot and to make it a permanent program within the Access and Emergency Services Department. All ayes; motion passed.

**(4) Executive & Finance – September 17, 2024**

Committee Chair Bonnie Lixey read the Committee meeting minutes.

It was moved by Ms. Lixey and seconded by Ms. Gould to accept the July financial statements as presented. All ayes; motion passed.

It was moved by Ms. Lixey and seconded by Ms. Casey to approve the FY25 budget as presented. All ayes; motion passed.

It was moved by Ms. Lixey and seconded by Ms. Casey to elect to comply with the requirements of Public Act 152, the publicly funded health insurance contribution act, by adopting the annual exemption option for the medical benefit plan coverage year January 1, 2025 through December 31, 2025. All ayes; motion passed.

It was moved by Ms. Lixey and seconded by Ms. Welsch to approve a 1.5% COLA raise for all AuSable Valley staff effective October 1, 2024. All ayes; motion passed.

It was moved by Ms. Lixey and seconded by Mr. Klacking to approve eleven (11) contract renewals with rate changes (BCA Stonecrest, Forest View, Havenwyck, McLaren, Munson, MyMichigan, Pine Rest, MDHHS, Cedar Creek, Trinity Muskegon, and Trinity St. Mary's); one (1) new contract (AuSable in Home Care), twenty-five (25) contract renewals without a rate change (DocuSign, Dr. Barba, Compassionate Care, Mary Jameson, Pinnacle Rehab, Julianna Poletti, Premier Care, Safehaus, Lighthouse Rehab, Beacon, North Shores Center, ABA Pathways, ACORN, Autism Systems, North Arrow ABA, GT Independence, Do-All, ROOC,

Stuart Wilson, Encompass Therapy, Gracik & Gracik, Aimee LaFear, McBride Quality Care Services, Serenity Home Agreements, and Iris Telehealth), three (3) lease renewals (North Shores Center, Mio Annex, and St. Vincent's), and one contract amendment (ROOC). All ayes; motion passed.

**(5) Recipient Rights Advisory – Did not meet**

**(6) Recipient Rights Appeals – Did not meet**

#### **4. OLD BUSINESS**

Ms. Pelts shared information on the upcoming rebranding of AuSable Valley. She showed two billboards that will be displayed throughout the area and the estimated dates of release. She also shared a draft of a script to answer anticipated questions that may arise. She said the website will relaunch over the weekend and the new site will be active on Monday. She stated teasers will appear on social media this Friday. Ms. Pelts stated items with the new logo have been ordered and are starting to arrive. She gave examples of several items and where they will be used. She stated she is researching options for new signage as the first estimates she received were cost-prohibitive.

**5. NEW BUSINESS** – none.

#### **6. COMMENTS**

##### **a. Board**

Mr. Surbrook asked if any items with the new logo were ordered for the Board members and if so, would they be available before the Fall Conference. Ms. Pelts said apparel items will be offered to board members and staff and outlined how those purchases will take place.

**b. Public** – None

#### **7. MEETING DATES**

##### **a. Board**

(1) Monday, October 28; 5:00 p.m.; St. Vincent's Annex

##### **b. Committees**

(1) Human Resources – Monday, October 7; 4:00 p.m.; St. Vincent's Annex

(2) Facilities – Thursday, October 10; 3:00 p.m.; St. Vincent's Annex

(3) Program – Thursday, October 10; 4:00 p.m.; St. Vincent's Annex

(4) Executive & Finance – Tuesday, October 15; 4:00 p.m.; St. Vincent's Annex

(5) Recipient Rights Advisory – No meeting scheduled

(6) Recipient Rights Appeals – No meeting scheduled

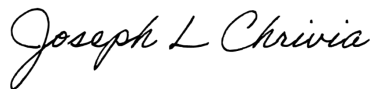
##### **c. Other**

(1) CMHAM Fall Conference: October 21-22, Traverse City

**8. ADJOURN**

It was moved by Mr. Surbrook and seconded by Ms. Lixey to adjourn the meeting at 6:08 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joseph L. Chrivia".

Joseph L. Chrivia  
Recording Secretary