

**Muskegon County
Human Services Committee Meeting
February 4, 2014
4:00 p.m.
Hall of Justice, 4th Floor
Muskegon, MI**

Charles Nash, Chair

Rillastine Wilkins, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Nash at 4:33 p.m.

ROLL CALL

Present: Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Terry Sabo, Robert Scolnik, Rillastine Wilkins

Excused: Benjamin Cross, James Derezinski

APPROVAL OF MINUTES

It was moved by Hughes, supported by Mahoney, to approve the minutes of the January 9, 2014 meeting as written. Motion carried.

PUBLIC COMMENT (On an agenda item)

None.

REMOVED FROM AGENDA

The following motion was removed from agenda prior to vote:

HS14/02 – 11 To authorize the increase in hours from 28 hours per week to 32 hours per week for Supports Coordinator/DD position #X87124 (NX 00150) effective February 12, 2014, with the funding for this position staying in org 7144.

ITEMS FOR CONSIDERATION

HS14/02 – 09 It was moved by Hughes, supported by Mahoney, to authorize the Community Mental Health Executive Director to sign a contract with Sandra Dodd, Nationally Certified Sign Language Interpreter, effective January 1, 2014, through September 30, 2014, at the rate of \$40.00-\$45.00 per hour for interpretation services, with mileage at the current federal mileage rate, not to exceed \$3,000.00. Motion carried.

HS14/02 – 10 It was moved by Hughes, supported by Mahoney, to authorize the reclassification of the Fiscal Technician position #N33901 (NO 00161) to an Accounting Technician position (NO 00135) effective February 12, 2014, with the funding for this position staying in org 7706. Motion carried.

- HS14/02 – 12 It was moved by Hughes, supported by Mahoney, to authorize the reclassification of Services Coordinator/BCaBA position #X84401 (NX 00210) to a Masters Level Clinician/BCBA position (NX00300) effective February 12, 2014, with the funding for this position staying in org 7319. Motion carried.
- HS14/02 – 13 It was moved by Wilkins, supported by Hughes, to authorize the Community Mental Health Executive Director to sign the contract with the Lakeshore Regional Entity for the Michigan ABW Non-Pregnant Childless Adults Waiver (Adult Benefits Waiver) Section 1115 Demonstration Subcontract Agreement, effective January 1, 2014, through September 30, 2014. Motion carried.
- HS14/02 – 14 It was moved by Hughes, supported by Wilkins, to approve the IT position changes listed on the attached Position Changes for FY2014 worksheet to be effective February 12, 2014. Motion carried.
- HS14/02 – 15 It was moved by Mahoney, supported by Hughes, to authorize the reclassification of the Mental Health Claims Supervisor position #X54302 (NX 00280) to a Mental Health Comptroller position (NX 00330) effective February 12, 2014, with the funding for this position staying in org 7706. Motion carried.
- HS14/02 – 16 It was moved by Mahoney, supported by Hughes, to authorize the reclassification of Clinical Services Supervisor I/Adult CBS-MI position numbers X16601 and X16602 (NX 00240) to Clinical Services Supervisor II/Adult CBS-MI (NX 00280) with the funding for these positions staying in org 7147; and to authorize changing the pay range of Clinical Coordinator/ACT position numbers N19601 and N19602 from NO 00300 up to NX 00280, and the funding for these two positions staying in org 7324, with the effective date of all four changes being February 12, 2014. Motion carried.

Commissioners voiced their concerns in that a representative from Community Mental Health (CMH) was not present to answer motion questions/concerns. Mr. Heath Kaplan, Finance & Management Services Director, was present and was instructed to direct CMH to always have someone available at the meetings to discuss their motion requests.

OLD BUSINESS

Commissioner Sabo questioned the process for the approval sign-offs in the administrative analysis portion of the motion forms. Mr. Kaplan noted for motions requesting approval regarding personnel issues, review and signoff is done by the Human Resources Director; contracts/agreements are reviewed and signed off by Corporate Counsel and all motions are reviewed by the County Administrator and/or Finance and Management Services Director, the majority of the time reviewed by both. Ms. Chalko, Board/EEO Liaison, noted the approval is not always as an original signature due to time constraints and location of some offices.

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Chairman Mahoney reminded Commissioners of the Board Planning Session scheduled for Thursday, February 6th, 2014, 1:30 p.m., South Campus Training Center, Room 202.

NEW BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:51 p.m.