FOR APPROVAL

DATE: March 7, 2003

BOARD MEMBERS PRESENT: C. Bailey, R. Speed, G. Scruggs, T. Hammon, L. Keller,  P. Saddington, W. Cole, V. Giacalone

BOARD MEMBERS ABSENT: G. Ganakas, B. Hennessy, M. Lee, O. Taylor


The meeting was called to order at 1:52 p.m.

No members of the public were in attendance.

AGENDA ITEM I – Proposed Service Recommendations

Management staff have been discussing ways to provide services consistent with federal regulations and balance the budget. Several areas have been identified. Mr. Russell reviewed six recommendations:

1. Eliminate 6-8 management/supervisory positions. This would include support staff.

2. Close Day Treatment and eliminate 5 positions. This service is not a mandate. Clients currently receiving services there can be served through other programs.

3. Consolidate Liberty Center and Home Avenue at the Home Avenue facility reducing staff as necessary. The Home Avenue facility lay out will provide a more structured environment. Although the programs will be in the same facility, it is not proposed that the services be blended.

4. Close Community Industries – refine Skill Center and relocate to the Liberty Center facility. Reduce staffing as necessary. The current work contracts are minimal compared to the expense of the program. The Skill Center will continue to work with clients to prepare them for seeking employment. The rolls from C.I. are currently being reviewed to see who may be more appropriately served at other programs. There are work opportunities available at both the Home Avenue and Liberty Center programs. Management is committed to developing ways, if financially appropriate,
to continue to provide paid work opportunities for clients.

5. **Close School Based (Day Treatment). Eliminate 4 positions.** CMH is not mandated to provide school-based services. This is the school’s responsibility. CMH will remain available to provide case management, assessment and monitoring of children/adolescents who are appropriate for services.

6. **Reduce staffing at PSR based on consultant’s report and National benchmarks.** Current staffing ratio is high as compared to other clubhouse models. Clubhouses are traditionally member oriented and member operated with staff only providing oversight.

Following discussion;

*Bailey moved, Kellar supported the motion that Genesee County CMH Board hereby approves the Chief Executive Officer to develop detailed plans to implement recommendations 1-6. These plans will be presented to the full board for final approval over the next three months with targeted implementation dates on or before July 1, 2003. MOTION CARRIED*

Additional recommendations related to caps on salaries and benefits will be provided at the next board meeting. Board members requested that management develop a plan to share information on escalating costs with staff.

Members asked for clarification regarding the $4 million the County transferred out of the CMH budget back to the general County fund. Mr. Russell explained that the County used CMH funds to balance the County budget for FY02. The funds were in an unrestricted fund balance. Mr. Russell noted that the County has informed him that they intend to transfer another $3 million from the CMH budget to balance the County’s FY03 budget.

Mr. Russell explained that due to shrinking revenues and escalating costs, CMH will not have $3 million in the fund balance, and will probably have a negative fund balance for FY03. CMH does have approximately $6.5 million in the Internal Service Fund, which is a restricted fund protected by the Mental Health Code. Mr. Russell noted that now that the State has clarified the budget situation, talks with the county will begin to explain the budget situation.

Adjourn 2:45 p.m.