

Allegan County Community Mental Health Services  
County Services Building (CSB) ~ 3283 122<sup>nd</sup> Avenue, Allegan, MI 269-673-3384

**MINUTES**  
**Finance Committee**  
**December 15, 2020**  
**4:15 pm – 5:15 pm via Zoom**

Phone: 1 312 626 6799 US (Chicago) or 1 646 558 8656 US (New York)

Computer: <https://us02web.zoom.us/j/85993443684?pwd=S3doMnIxM0NyZiRoeStVdU9HZINZUT09>

Meeting ID: **859 9344 3684** Passcode: **542380**

**Committee Members Present:**

- ☒ Tom Belco, Chair
- ☒ Gale Dugan, VC
- ☒ Glen Brookhouse

- ☒ Beth Johnston
- ☒ Bill Buell
- ☐ Mark DeYoung (ex officio)

**CMH Staff Present:**

- ☒ Gary Smith
- ☒ Nan Lawrence
- ☒ Mark Witte

Visitors Present: none

**1. Call to Order ~ Tom Belco, Chair**

Mr. Belco called the meeting to order at 4:17 p.m.

**2. Public Comment ~ Agenda Items Only, Subject to 5-Minute Limit Per Person**

No members of the public were present; no comments submitted.

**3. Additions to/Adopt Agenda**

Mr. Dugan adopted agenda. Mr. Brookhouse seconded.

**4. Review of Written Reports**

- a. Facilities & Human Resources ~ Nan Lawrence. No report.
- b. Administrative Services Report ~ Gary Smith. Reviewed.

**5. Chairperson's Report ~ Tom Belco**

**a. Action Request: Motion to approve Voucher Disbursements totaling \$2,286,614.16.**

MR. BELCO MOVED TO RECOMMEND TO FULL BOARD APPROVAL OF VOUCHER DISBURSEMENTS TOTALING \$2,286,614.16. SUPPORTED BY MS. JOHNSTON. No discussion. MOTION PASSED WITH ALL YES ROLL CALL VOTE.

**b. Action Request: Motion to approve FY2021 Provider Contracts: None.**

**c. Action Request: Motion to approve Health Insurance Waiver.**

MR. BELCO MOVED TO RECOMMEND TO FULL BOARD APPROVAL OF HEALTH INSURANCE WAIVER. SUPPORTED BY MR. DUGAN. No discussion. MOTIONS PASSED WITH ALL YES ROLL CALL VOTE.

**d. Review Financials: Income Statement & Balance Sheet & SUD Services.**

Mr. Smith reported Mr. Smith reported MA is negative \$2,243,185 (was fav \$1,129,997); Autism is negative \$1,040,538 (was neg \$78,811), HM is fav \$608,064 (was neg \$276,427), GF is favorable \$803,129 (was favorable \$38,223). Revenue less expenses is negative \$137,256 (was negative \$887,428).

**e. Review Key Indicator Analysis, Report, & Graphs. Reviewed.**

**6. Other Agenda Items**

None.

**7. Finance Committee Member Comments:**

None.

**8. Public Comment ~ Any Topic, Subject to 5-Minute Limit Per Person**

No members of the public were present; no comments submitted.

**9. Adjournment ~ Next meeting is January 19, 2021**

MR. BELCO MOTIONED TO ADJOURN; SUPPORTED BY MS. JOHNSTON; MOTION PASSED WITH ALL YES ROLL CALL VOTE. Meeting adjourned at 4:36 pm.

Finance Committee: Tom Belco, Chair; Gale Dugan, VC;  
Glen Brookhouse, Beth Johnston, Bill Buell

**2021 meeting dates:**

January 19 (Zoom)	April 20 (Zoom)	July 20	October 19
February 16 (Zoom)	May 18 (Zoom)	August 17	November 16
March 16 (Zoom)	June 15 (Zoom)	Sept 21	December 21

**Finance Committee. (Excerpt from Board Bylaws, Art. VII. Section 1b (page 5) approved by ACCMHS Board 2020.)** *The Finance Committee shall consist of not less than 4 and not more than 6 Board members, and shall include the Authority's chief financial officer as an advisor. The Committee shall review the financial position of the Authority in relation to state, county, federal and other funding sources; the budget and allocations and third party payments; address audit issues when appropriate; analyze financial reporting requests/ requirements and Authority expenditures; and consider such other financial matters as the Board or the Chairperson of the Board may refer to the Committee. The Chairperson of the Finance Committee shall be the Board Treasurer. The Finance Committee shall meet monthly, on a regular basis, at a date and time determined by the Chairperson. A finance committee will typically be responsible for monitoring and communicating to the board about the organization's overall financial health. Its core duties are likely to include participating in and overseeing: the development of the organization's budgeting and financial planning, the creation of the organization's internal controls, the preparation and distribution to the board of timely, accurate, user-friendly financial reports, and the implementation of safeguards to protect the organization's assets.*