

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

**AGENDA**  
**Finance Committee**  
**May 18, 2021**  
**4:15 pm – 5:15 pm via Zoom**

Phone: 312-626-6799 (Chicago) or 929-205-6099 (New York) or 301-715-8592 (Washington D.C)  
Join Zoom Meeting <https://zoom.us/j/97001791915?pwd=OFI1ci96dHJRSVcyREI3RGVycmJxZz09>  
Meeting ID: **970 0179 1915** Passcode: **415168**

**Committee Members Present:**

- ☒ Tom Belco, Chair
- ☒ Beth Johnston, Vice Chair
- ☒ Glen Brookhouse

- ☐ Bill Buell
- ☐ (vacant seat)
- ☐ Gale Dugan (ex officio)

**CMH Staff Present:**

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

Others present:

1. **Call to Order ~ Tom Belco, Chair**  
Mr. Belco called the meeting to order at 4:17pm
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. Witte asked that Membership clarification be added to the agenda under the Finance Committee Meeting Minutes.
4. **Review of Finance Committee Meeting Minutes**  
MR. BROOKHOUSE MOTIONED TO APPROVE MINUTES AS PRESENTED. SUPPORTED BY MS. JOHNSTON. Discussion: none. MOTION PASSED BY ALL YES VOICE VOTE.

**Membership Clarification:** Mr. Witte reviewed the April board meeting minutes. Ms. Johnston stated she doesn't believe that it was mentioned at the full board. The Committee will recommend at the board meeting that Ms. Johnston officially be appointed as the VC of the Finance Committee. The Committee also recommends that the full Board appoint Mr. DeYoung be appointed to the Finance Committee.

5. **Review of Written Reports**
  - a. Facilities & Human Resources ~ Nan Lawrence. Reviewed. No discussion.
  - b. Administrative Services Report ~ Gary Smith. Reviewed. No discussion.
6. **Chairperson's Report ~ Tom Belco**
  - a. **Action Request:** Motion to approve **Voucher Disbursements** totaling \$3,085,902.20  
MR. BELCO MOVED TO RECOMMEND TO FULL BOARD APPROVAL OF VOUCHER DISBURSEMENTS TOTALING \$3,085,902.20. SUPPORTED BY MR BROOKHOUSE. No Discussion. MOTION PASSED WITH ALL YES ROLL CALL VOTE.
  - b. **Action Request:** Motion to approve FY2021 **Provider Contracts:** Centria Health Care (Autism).  
MR. BELCO MOVED TO RECOMMEND TO FULL BOARD APPROVAL OF THE FOLLOWING CONTRACTS: CENTRIA HEALTH CARE (AUTISM). SUPPORTED BY MS. JOHNSTON.  
Discussion: Ms. Johnston asked if this was the same provider that we canceled their contract for compliance/paperwork concerns. Mr. Smith stated that yes, it is the same provider. Mr. Smith provided background as to why we are contracting with the provider at this time. The contract is a single case contract. The contract will be monitored for compliance. More discussion followed. MOTION PASSED WITH ALL YES ROLL CALL VOTE.

- c. **Review Financials:** Income Statement & Balance Sheet & SUD Services  
Mr. Smith reported MA is favorable \$451,937 (was favorable \$264,617); Autism is negative \$233,982 (was neg \$301,075), HM is negative \$414,243 (was neg \$596,115), GF is favorable \$619,898 (was favorable \$593,642). Revenue less expenses is favorable \$1,809,964 (was favorable \$1,640,169).
  - d. **Review Key Indicator** Analysis, Report, & Graphs. Reviewed.
7. **Other Agenda Items**
    - Additional revenue expenditures: Discussion on spending the surplus of Medicaid funds.
  8. **Finance Committee Member Comments**  
None.
  9. **Public Comment** ~ Any Topic, Subject to 5-Minute Limit Per Person  
None.
  10. **Adjournment ~ Next meeting is June 15**  
MOTION TO ADJOURN BY MR. BELCO. SUPPORTED BY MS. JOHNSTON. No discussion. MOTION PASSED WITH ALL YES VOICE VOTE. Adjourned at 4:52pm

Finance Committee: Tom Belco, Chair; Beth Johnston, VC;  
Glen Brookhouse, Bill Buell, (vacant seat)

**2021 Finance Committee 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 2

**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.*