

LENAWEE-LIVINGSTON-MONROE-WASHTENAW
OVERSIGHT POLICY BOARD
VISION

"We envision that our communities have both an awareness of the impact of substance abuse and use, and the ability to embrace wellness, recovery and strive for a greater quality of life."

AGENDA
May 28, 2020
Zoom Meeting
9:30 a.m. – 11:30 a.m.

Dial-in Number Options:

1-312-626-6799; 1-646-876-9923; or
1-346-248-7799

Meeting ID: 133 461 219

Join by Computer:

<https://us02web.zoom.us/j/133461219>

1. Introductions & Welcome Board Members– 5 minutes
2. Approval of Agenda (**Board Action**) – 2 minutes
3. Approval of January 23, 2020 OPB Minutes {Att. #1} (**Board Action**) – 5 minutes
4. Approval of February 27, 2020 OPB Minutes {Att. #2} (**Board Action**) – 5 minutes
5. Audience Participation – 3 minutes per person
6. Old Business –
 - a. Finance Report {Att. #3} (Discussion) - 10 minutes
7. New Business –
 - a. Request for Approval for PA2 Funding for FY19 Livingston County Naloxone Purchase {Att. #4} (**Board Action**) – 5 minutes
 - b. Request for Approval for PA2 funding for FY20 Monroe Access Coverage {Att.#5} (**Board Action**) 10 minutes
 - c. Request for Approval for PA2 funding for FY20 COVID-19 Related Recovery Housing {Att.#6} (**Board Action**) – 10 minutes
 - d. Request for Approval for PA2 funding for Home of New Vision MARR Certification {Att.#7, 7a} (**Board Action**)
 - e. OPB Bylaws – {Att. #8} (**Board Action**) – 15 minutes
 - f. Review Membership and Appointment to Regional Board {Att. #9} (Discussion) – 15 minutes
8. Report from Regional Board (Discussion) – 10 minutes
9. SUD Director Updates (Discussion) – 15 minutes
 - a. Coronavirus and Providers
 - b. RFP Process
 - c. Strategic Plan
 - d. MDOC Update
 - e. GAIN Update
 - f. SOR 2

Next meeting: June 25, 2020

Location TBD: Zoom or 3005 Boardwalk, Suite 200; Patrick Barrie Room

**LENAWEE-LIVINGSTON-MONROE-WASHTENAW
OVERSIGHT POLICY BOARD
January 23, 2020 meeting
3005 Boardwalk Dr., Ste. 200
Ann Arbor, MI 48108**

Members Present: Mark Cochran, William Green, John Lapham, David Oblak, Dave O'Dell, Ralph Tillotson, Tom Waldecker, Kim Comerzan, Dianne McCormick

Members Absent: Charles Coleman, Monique Uzelac, Amy Fullerton, Ricky Jefferson

Guests:

Staff Present: Stephannie Weary, James Colaianne, Nicole Adelman, Dana Darrow, Alyssa Tumolo, Rebecca DuBois, Kate Hendricks, Matt Berg, Jackie Bradley (Lenawee CMH), Katie Postmus, Jane Goerge

D. Oblak called the meeting to order at 9:30 a.m.

1. Introductions
2. Approval of the agenda

**Motion by M. Cochran, supported by D. O'Dell, to approve the agenda
Motion carried**

3. Approval of the October 24, 2019 Oversight Policy Board minutes

**Motion by T. Waldecker, supported by J. Lapham, to approve the October 24, 2019
Oversight Policy Board minutes
Motion carried**

4. Audience Participation

) None

5. Old Business

- a. Finance Report

) M. Berg advised that the region continues to wait on funding from the state. The hope is for the first correct payments for FY20 in February.

6. New Business

- a. Presentation of SUD Prevention Programming

) J. Goerge and K. Postmus provided an overview of SUD Prevention programming. Discussion followed. Refer to the CMHPSM shared drive for details.

) D. Oblak requested that the Karen Bergbower agency to attend an OPB meeting.

) Readers will be needed soon for the upcoming RFP.

- b. Request for Approval for Funding for Peer Recovery Supports Training for FY 20

) This request is for funding for a minimum of 3 peer recovery coach trainings in FY20: CCAR (1) and MARS (2) trainings. For MARS the request is for food only (SOR covers the actual training cost but can't cover food).

- J T. Waldecker requested place of residence be included in registration information so that any money pulled from PA2 for this effort is allocated by the number of county residents attending the training.

Motion by T. Waldecker, supported by M. Cochran, to approve a maximum of \$16,500 in PA2 Funds for trainings for Peer Recovery Supports, with any PA2 funds used being allocated by county based on registration information
Motion carried

- c. Mini Grant from LCCA
 - J K. Postmus provided an overview of the Livingston County Community Alliance's request for mini-grant funding, which was approved within the SUD Director's authority.
- d. RFP Process and Updates
 - J N. Adelman shared a draft timeline for the upcoming RFP. The hope is to bring the RFP to OPB for approval in March.
- 7. Report from Regional Board
 - J The January meeting was canceled.
- 8. SUD Director Updates
 - J K. Postmus provided details on the Federal Tobacco 21 law that was recently passed
 - J Treatment providers will need to be educated on client marijuana use, per SAMHSA. Marijuana is not a treatment option for mental health or SUD disorders. Treatment providers will need to work with clients to titrate down and ultimately off.
 - J PIHPs are working with MDHHS and MDOC to plan for the PIHPs to subcontract to work with people on parole and probation as of 4/1.
 - J D. Oblak requested an acronym list.

Opioid Media Campaign

- J N. Adelman shared the final materials for the opiate media campaign, which was presented to OPB in December. The campaign will include billboards, bus signs and posters. Movie theaters and gas stations are also possible locations for the media campaign ads.
 - J Dianne emphasized the importance of having the right county's contact information in all the communications.
 - J Dianne noted that Livingston will ask sanitarians to take campaign literature with them to their twice-yearly restaurant inspections.
 - J D. Oblak suggested having teams of trainers go out to likely sites of overdoses, such as gas stations and fast food restaurants, to train employees on how to administer naloxone.
 - J Next step will be for Gina and Nicole to reach out to Monroe and Lenawee for more information on Naloxone outreach in those counties.
- 9. Adjournment

Motion by M. Cochran, supported by J. Lapham, to adjourn the meeting
Motion carried

- J Meeting adjourned at 10:50 a.m.

**LENAWEE-LIVINGSTON-MONROE-WASHTENAW
OVERSIGHT POLICY BOARD
February 27, 2020 meeting
3005 Boardwalk Dr., Ste. 200
Ann Arbor, MI 48108**

Members Present: Kim Comerzan, Amy Fullerton, John Lapham (phone), David Oblak, Dave O'Dell, Dianne McCormick (phone), Monique Uzelac, Tom Waldecker,

Members Absent: Mark Cochran, William Green, Ricky Jefferson, Ralph Tillotson

Guests:

Staff Present: Stephannie Weary, James Colaianne, Nicole Adelman, Rebecca DuBois, Matt Berg, Jackie Bradley (Lenawee CMH), CJ Witherow, Katie Postmus

Meeting started at 9:45 a.m. There were not enough board members present to constitute a quorum.

1. Introductions

2. Approval of the Agenda

) The agenda was unable to be approved due to the lack of a quorum of members.

3. Approval of the January 23, 2020 Oversight Policy Board minutes

) The January 23, 2020 minutes were unable to be approved due to the lack of a quorum of members. The minutes will be resubmitted for approval in March.

4. Audience Participation

) None

5. Old Business

a. Finance Report

) M. Berg presented December report. The title of the report should indicate December, not November.

) b. Additional PA2 may be requested to cover STR funding at grant year end (4/30/20): Project ASSERT, MAT Enhancements, Strengthening Families, Naloxone Distribution, and the Opioid Media Campaign are all funded by STR.

6. New Business

a. Request for Approval for PA2 Funding for FY19 Livingston County Naloxone Purchase

) Naloxone distribution is also a SOR grant-funded initiative.

) Livingston CMH missed submitting an invoice from 2019. Since grant year has closed, the late submission will need to be funded by PA2.

) This request was unable to be considered for board approval due to the lack of a quorum of members. The request will be resubmitted for approval in March.

b. Request for Approval for PA2 Funding for FY20 Regional Trainings

) The hope is to have new providers and to help existing providers to build capacity. The training cost will not exceed \$10,000.

-) This request was unable to be considered for board approval due to the lack of a quorum of members. At least 1 planned training will be delayed due to the lack of approval today.
-) The request will be resubmitted for approval in March.
- c. Request for Approval for PA2 funding for FY20 Monroe Access Coverage
 -) Monroe no longer shares an Access staff with the PIHP. The position and function are completely in-house at Monroe.
 -) This request was unable to be considered for board approval due to the lack of a quorum of members. The request will be resubmitted for approval in March.
- d. Review Membership and Appointment to Regional Board
 -) Charles Coleman stepped down from the OPB, which also means he has stepped down from Regional Board position.
 -) J. Colaianne will put OPB membership on the next ROC agenda, as all open positions are CMH appointments.
 -) People in recovery are needed for the OPB.
 -) OPB suggested presenting it as “you’re missing a voice on this board.”
 -) T. Waldecker suggested that Al-Anon clubs be approached for possible candidates for membership.
 -) The OPB representation to the Regional Board position must be someone in recovery.
- 7. Report from Regional Board
 -) J. Colaianne reported that the Region Board had a lot of discussion around the state redesign at the recent meeting.
 -) PIHPs have a lot of concern around the SUD aspect, which doesn’t seem to have been fully fleshed out or considered yet in the redesign discussions.
 -) PIHP directors are hoping to interject experience and ideas into the plan. The 10 PIHP directors submitted a letter requesting to contribute to the redesign discussion.
- 8. SUD Director Updates
 - a. RFP Process
 -) OPB reviewed the RFP process/timeline last month. The timeline remains on track. The RFP will be posted on MITN on 4/16. The mandatory bidders’ conference will take place on 4/24. Staff is currently working on refining the RFP to get the best quality services.
 -) An RFQ for DYTUR will also be released.
 -) The goal is to have all bids back by 5/29. OPB membership may be needed to read the proposals. There is a reader training.
 -) Staff is also available to provide technical assistance in the bid process.
 -) After prevention RFP, there will be a special initiatives RFP, which will be rebranded as strategic initiatives.
 - b. MDOC Update
 -) Starting 4/1/20, MDHHS will be contracting with all PIHPs to work with probationers and parolees, via SUD providers’ access system. The region is currently working on how to train staff and update EHR.
 -) MDOC will kick off the process with a referral for service and a release to access consumer charts.
 -) The PIHP will be obligated to report back to MDOC when necessary, such as if someone leaves treatment early.
 -) There is an existing provider network to provide services. It’s unclear if the current providers will be able to meet our provider and Medicaid provider requirements.

Attachment #2 – May 2020

-) Staff will continue to update OPB.
- c. GAIN Update
 -) No answer on the GAIN yet (assessment tool being required by the state).
 -) OROSC: Request has gone to CMS requesting to select our own assessment tool.
- d. Media Campaigns
 -) The Opioid campaign will kick off shortly.
 -) Staff is starting to work on a gambling media campaign, targeted to youth and parents.
- e. STR/SOR State Reports
 -) N. Adelman shared the reports. Discussion followed.
- f. Acronyms List
 -) Staff created and distributed an acronyms list of SUD terms for OPB.
- g. OPB Governance and Meetings
 -) J. Colaianne advised that OPB's PA2 policy is due for review. He requested that OPB consider granting a small increase of authority of PA2 spending to either the SUD Director or CEO. This would allow for a little more flexibility, such as when no vote can be taken at OPB to approve a time-sensitive request.
 -) K. Comerzan suggested that OPB also reconsider voting via email and telephone, as well as reviewing the bylaws as a whole.
 -) T. Waldecker suggested that OPB consider having fewer meetings during the year, which may appeal to potential OPB members.
 -) OPB requested that staff come up with some revised bylaws language to start the dialogue re: quorums and other possible updates.
 -) A bylaws subcommittee of the OPB will likely be created.

9. Adjournment

-) Board Chair D. Oblak dismissed the meeting at 10:37 a.m.

Next meeting: March 26, 2020

Location 3005 Boardwalk, Suite 200; Patrick Barrie Room

Community Mental Health Partnership Of Southeast Michigan
SUD SUMMARY OF REVENUE AND EXPENSE BY FUND
 March 2020 Preliminary FYTD

Summary Of Revenue & Expense	Funding Source							Total Funding Sources
	Medicaid	Healthy Michigan	SUD - Block Grant	SUD - SOR/SORS	SUD - STR	Gambling Prev	SUD-PA2	
Revenues								
Funding From MDHHS	1,520,331	3,046,336	2,585,301	359,313	338,539	24,775		\$ 7,874,595
PA2/COBO Tax Funding Current Year	-	-	-	-	-	-	922,051	\$ 922,051
PA2/COBO Reserve Utilization	-	-	-	-	-	-	-	\$ -
Other	-	-	-	-	-	-	-	\$ -
Total Revenues	<u>\$ 1,520,331</u>	<u>\$ 3,046,336</u>	<u>\$ 2,585,301</u>	<u>\$ 359,313</u>	<u>\$ 338,539</u>	<u>\$ 24,775</u>	<u>\$ 922,051</u>	<u>\$ 8,796,646</u>
Expenses								
<u>Funding for County SUD Programs</u>								
CMHPSM				330,859	311,722	22,813		665,395
Lenawee	228,240	440,172	318,616				66,680	1,053,707
Livingston	150,444	277,746	438,114				151,947	1,018,251
Monroe	197,324	444,706	613,159				109,517	1,364,705
Washtenaw	564,592	1,037,876	1,057,707				398,606	3,058,782
Total SUD Expenses	<u>\$ 1,140,600</u>	<u>\$ 2,200,500</u>	<u>\$ 2,427,596</u>	<u>\$ 330,859</u>	<u>\$ 311,722</u>	<u>\$ 22,813</u>	<u>\$ 726,750</u>	<u>\$ 7,160,840</u>
Administrative Cost Allocation	98,092	189,243	157,705	28,454	26,816	1,962	-	\$ 502,271
Total Expenses	<u>\$ 1,238,691</u>	<u>\$ 2,389,742</u>	<u>\$ 2,585,301</u>	<u>\$ 359,313</u>	<u>\$ 338,539</u>	<u>\$ 24,775</u>	<u>\$ 726,750</u>	<u>\$ 7,663,111</u>
Revenues Over/(Under) Expenses	\$ 281,640	\$ 656,594	\$ 0	\$ (0)	\$ 0	\$ (0)	\$ 195,300	\$ 1,133,535

Current fiscal year utilization of PA2			Revenues Over/(Under) Expenses
PA2 by County	Revenues	Expenditures	
Lenawee	74,136	66,680	7,456
Livingston	231,017	151,947	79,069
Monroe	164,571	109,517	55,055
Washtenaw	452,327	398,606	53,720
Totals	<u>\$ 922,051</u>	<u>\$ 726,750</u>	<u>\$ 195,300</u>

Unallocated PA2	FY 20 Beginning Balance	FY20 Projected Utilization	FY21 Projected Utilization	FY21 Projected Ending Balance
Lenawee	829,977	(222,723)	(222,723)	384,530
Livingston	3,353,949	(613,133)	(613,133)	2,127,682
Monroe	464,341	(164,037)	(164,037)	136,267
Washtenaw	2,344,230	(598,506)	(598,506)	1,147,219
Total	<u>\$ 6,992,496</u>	<u>\$ (1,598,399)</u>	<u>\$ (1,598,399)</u>	<u>\$ 3,795,698</u>

CMHPSM SUD OVERSIGHT POLICY BOARD

ACTION REQUEST

Board Meeting Date: May 28, 2020

Action Requested: Livingston County Community Mental Health Authority receives funding from SOR to purchase Naloxone and distribute supplies throughout Livingston County on behalf of the PIHP. Livingston County CMHA unfortunately missed an invoice during FY19, which is now unable to be charged to SOR, as the grant year was closed out and reported to the state.

We are now requesting this invoice be paid through PA2 funds, as this fund source is still available.

Connection to PIHP/MDHHS Contract, Regional Strategic Plan or Shared Governance Model:

Support for services offered through the PIHP Contract with Livingston CMHA.

Recommendation:

Approve funding Livingston County through \$3,600 in Livingston County PA2 Funds to support Naloxone Reimbursement.

CMHPSM SUD OVERSIGHT POLICY BOARD

ACTION REQUEST

Board Meeting Date: May 28, 2020

Action Requested:

Approve PA2 funding for Monroe Community Mental Health Authority SUD Access services for a total of \$89,554.75 annually.

Background:

The CMHPSM previously provided SUD Access screening and referral through a partnership with Monroe CMHA. In the past, we funded a staff person to co-locate in the access department to screen and refer clients. That system created a bottle neck with having only one screener serving all Monroe requests for services. The opportunity to develop an integrated access where the entire access staff are trained and capable of managing all population requests came about when Monroe CMHA obtained their SUD license. Our mutual goal is to expand access screening and referral capacity for SUD services, which will eliminate the backlog, thereby assessing and referring clients more efficiently. The CMHPSM staff will continue to provide support and handle all continued stay requests and utilization management for Monroe, and the region as needed. Funding will be through Block Grant and PA2 as needed. The amount requested will cover the cost of 1 FTE, including benefits.

Connection to PIHP/MDHHS Contract, Regional Strategic Plan or Shared Governance Model:

Ensure seamless access to care and coordination of services.

Recommendation:

Approve funding of Monroe CMHA SUD Access at \$89,554.75 through Monroe County PA2 funds and/or Block Grant.

CMHPSM SUD OVERSIGHT POLICY BOARD

ACTION REQUEST

Board Meeting Date: May 28, 2020

Action Requested: Approval of regional PA2 funds not to exceed \$100,000 to provide SUD Recovery Housing to agencies that serve consumers across the region who are struggling with employment due to COVID-19 and require extensions to their Recovery Housing funding support.

Background: The CMHPSM funds SUD Recovery Housing for consumers across the region, with the understanding they will seek and obtain employment, and take over the costs of their room and board. During the past several months, this has been challenging for consumers, as they have either lost their employment, and/or are unable to find employment. This is resulting in their inability to pay for their room and board, as otherwise expected. CMHPSM would like to cover the cost of extensions for housing for these consumers during this time. Costs will be divided according to the county of residence of the consumer.

Connection to PIHP/MDHHS Contract, Regional Strategic Plan or Shared Governance Model:

To enhance the opportunity for individuals in Recovery Housing to continue to receive such services throughout the region.

Recommendation: Approve funding for Recovery Housing needs in the CMHPSM four-county region, with regional PA2 funds not to exceed \$100,000. The number of consumers from each county will determine the proportionate amount of each county's PA2 funding to be utilized.

CMHPSM SUD OVERSIGHT POLICY BOARD

ACTION REQUEST REVISED

Board Meeting Date: May 28, 2020

Action Requested:

Approve PA2 funding for Home of New Vision to obtain MARR Certification for a total of \$2,700.

Background: Home of New Vision is currently funded by SOR under Recovery Housing for their Women’s MAT House. SOR funding requires agencies to become MARR certified, if they are not already. During the applications process Home of New Vision discovered they could not register just one house but are required to register all of their recovery residences. There is an initial \$300 application and documentation review fee for new applicants. In addition, there is a \$300 fee for each of their eight recovery home addresses that would need to be certified, bringing the total to \$2700 to apply and obtain certification.

Connection to PIHP/MDHHS Contract, Regional Strategic Plan or Shared Governance Model:

Ensure MARR certification as required by MDHHS for SOR funding.

Recommendation:

Approve funding of Home of New Vision for MARR Certification through \$2,700 of Washtenaw County PA2 funds.



Levels

Each level implements the social model to varying degrees and offers distinctly different service intensities.

Level 4 residences are state-licensed treatment providers who blend the “Medical Model” and “Social Model” to create a relatively more supportive environment for the person in recovery.

Level 3 residences offer a paid staff supportive environment that offers life skills training and peer-based recovery supports.

Level 2 residences have unpaid staff who monitor resident participation in individual and community recovery activities.

Level 1 residences are democratically run homes where the residents self-govern by a set of “house rules” and share monthly expenses.



Standards

The standards were initially developed through an intensive collaboration between regional, state, and local organizations supporting recovery residences nationwide.

The initial NARR standard for recovery residences was first introduced in 2011, and following similar collaborative processes, the NARR standards have been refined over the years and have been compiled into the NARR Standards Version 3.0.

This set of standards has been adapted by MARR and reflects the consensus of NARR affiliates that the Social Model, implemented in varying degrees, is the foundation for all four support levels.

BY-LAWS

**REGION 6
SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD**

**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN
(CMHPSM)**

ARTICLE I – Name

Pursuant to Section 287 (5) of Public Act 500 of 2012 states, “A department-designated community mental health entity [PIHP/Regional Entity] shall establish a substance use disorder oversight policy board for Lenawee, Livingston, Monroe and Washtenaw Counties. This BOARD shall be named the REGION 6 SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD hereafter called the OVERSIGHT POLICY BOARD (OPB).

ARTICLE II – Objectives of the OPB

To assist the CMHPSM Regional Board by:

- A. Providing an opportunity for individuals within the applicant’s service delivery area to comment upon the issuance of a substance use disorders services license.
- B. Assisting in the development of a comprehensive substance use disorders service delivery plan.
- C. Providing review and recommendations to the CMHPSM Regional Board of the progress and effectiveness of services delivered in accordance with the plan.
- D. Assuring that a mechanism exists for community input on substance use disorders needs and services throughout the region.
- E. Providing such other assistance to the CMHPSM as necessary.

ARTICLE III – Membership of the OPB

- A. The OPB shall be made up of a maximum of SIXTEEN (16) members, four (4) appointed from each member County.
 - 1. Two representatives from Lenawee County, appointed by the Lenawee County Board of Commissioners, two (2) representatives from Livingston County, appointed by the Livingston County Board of Commissioners, two (2) representatives from Monroe County, appointed by the Monroe County Board of Commissioners and two (2) representatives from

Washtenaw County, appointed by the Washtenaw County Board of Commissioners. The remaining two (2) members from each county will be appointed by the CMHPSM Regional Board with recommendations from each respective Community Mental Health Board.

2. Each county must have at least one member representing the recovery community, or a person with lived experience.
3. Community representatives/ shall reside in the county represented.

B. Vacancies during Term of Office:

1. All vacancies shall be filled by the respective appointing bodies.
2. All vacancies shall be filled only until expiration of the term.

C. Length of Term:

1. All representatives shall serve three-year terms, starting October 1, of the year appointed.
2. Initial terms shall be staggered to ensure that no more than one-third of OPB members turn over each year.
3. Appointments shall be effective upon approval of the respective appointing body.
4. All reappointments shall be made by the respective appointing body.

D. Attendance:

1. Meeting attendance may be face to face or through electronic participation via phone or video conference when available.
2. Conference call participation must be arranged prior to the meeting.

E. Removal and Resignation:

1. A member must resign in writing to the appointing body and to the CMHPSM Board.
2. An OPB member may be removed for lack of attendance. In the absence of a written resignation, three (3) consecutive absences from regularly scheduled meetings or three (3) absences within a twelve (12) month period would require a review by the OPB. The review may result in a recommendation for appointment of a new member by the respective appointing board. A vote of three-fourths (3/4) of the OPB is required for recommendation of removal and reappointment.

ARTICLE IV – Meetings

- A. Regular meetings shall be scheduled at least six times per year, at least once each quarter, with each county being the site for at least one meeting during the calendar year.
- B. Written notification and agenda shall be made at least one week in advance of all regularly scheduled meetings.
- C. Special meetings may be called by the Chairperson or Acting Chairperson of the OPB or by four (4) members of the OPB.
- D. OPB members must receive prior notification, in writing, of special meetings.
- E. Eight (8) active members of the OPB shall constitute a quorum, *with* representation from each county. In the case of a less than full membership, 50% plus one (1) with representation from each county will constitute a quorum.
- F. ~~For OPB decisions, in-person, electronic, and telephone votes will be counted.~~
- G. Motions shall be passed by a majority vote of those present AND via Electronic/Telephone.
- H. All regular and special meetings are open to the public, pursuant to the Open Meetings Act. Minutes will be made available.

Deleted: E
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Deleted: if there is a quorum present at the meeting.

Article V - Conflict Of Interest Policy.

The OBP shall adopt and adhere to a conflict of interest policy which shall require, among other things, the disclosure to the Board Chairperson any actual or possible conflicts of interest by any board members. This includes any OPB members who are current employees of licensed providers. All board members will annually disclose any conflicts of interest while serving on the board.

ARTICLE VI – Officers

- A. The Chairperson, Vice-Chairperson, and Secretary shall be elected by the OPB. Elections shall be held annually in October.
- B. Duties and Responsibilities:
 - 1. The Chairperson shall:
 - a. Call meetings.
 - b. Preside over meetings.
 - c. Appoint special committees as deemed necessary.
 - d. Serve ex-officio on all committees with the right to vote.
 - e. Make appointments as necessary.
 - f. Ensure compliance to the by-laws

2. The Vice-Chairperson shall, in the absence of the Chairperson, assume the duties of the Chairperson.
3. The Secretary shall:
 - a) Assure that minutes are kept and distributed
 - b) Keep attendance of members at meetings.
 - c) Assume the responsibilities and duties of the Chairperson in the absences of the Chairperson and Vice-Chairperson
4. The Officers shall serve one year terms, and may be renewed.

ARTICLE VII – Amendments

- A. The By-laws changes may be proposed by a majority vote of the total membership of the OPB, provided that notice of proposed amendments is made available in writing to members at least two weeks in advance.
- B. Amendments shall not become effective until they have been reviewed and approved by the governing board of the Community Mental Health Partnership of Southeast Michigan.
- C. Notification of Amendments shall be sent to the appointing Board of Commissioners in each partner county.

ARTICLE VIII – COMMITTEES

- A. Ad Hoc Committees may be formed by the OPB at any time and shall act only on the direction of the OPB.
- B. Committee membership may include individuals other than OPB Members, but each Committee must have a least one OPB member appointed to it.

ARTICLE IX

- A. For all items not otherwise covered in the By-Laws, Roberts Rules of Order shall apply.

ADOPTED BY THE CMHPSM ON: September 14, 2016

**LIVINGSTON – LENAWE – MONROE – WASHTENAW
OVERSIGHT POLICY BOARD
FY2020 MEMBERSHIP ROSTER**

NAME	EMAIL	ADDRESS	COUNTY	APPOINTED By	TERM EXPIRES
William Green	WGreen@livgov.com	304 E Grand River Ave Suite 201 Howell, MI 48843	Livingston	County Commission	September 30, 2021
Dianne McCormick	DMcCormick@livgov.com	2300 E Grand River Ave Suite 102 Howell, MI 48843	Livingston	County Commission	September 30, 2022
Vacant			Livingston	CMH Board	
Vacant			Livingston	CMH Board	
			Washtenaw	CMH Board	September 30, 2022
David Oblak <i>Chair</i>	DMOblak@a2gov.org	15 th District Court Probation 101 E Huron Street P.O. Box 8650 Ann Arbor, MI 48107-8650 734.994.2754	Washtenaw	CMH Board	September 30, 2021
Ricky Jefferson	jeffersonr@washtenaw.org	Ricky Jefferson (734) 369-0976 District 6 Commissioner Washtenaw County Board of Commissioners	Washtenaw	County Commission	September 30, 2021
Monique Uzelac	muzelac@gmail.com	1506 Kuehnle Street Ann Arbor, MI 48103 734-645-4553	Washtenaw	County Commission	September 30, 2022

NAME	EMAIL	ADDRESS	COUNTY	APPOINTED	TERM EXPIRES
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Updated 3/11/2020 sw

				By	
Ralph Tillotson	c/o rebecca.borton@lenawee.mi.us	1899 Moore Road Adrian, MI 49221 517-263-1804 (h) 517-403-5494 (c)	Lenawee	County Commission	September 30, 2020
John Lapham	comm.lapham@lenawee.mi.us		Lenawee	County Commission	September 30, 2022
Amy Fullerton <i>Vice-Chair</i>	FullertonA1@michigan.gov	517.260.1879	Lenawee	CMH Board	September 30, 2020
Vacant			Lenawee	CMH Board	
Kim Comerzan	kim_comerzan@monroemi.org	2353 S. Custer Road Monroe, MI 48161-0089 Phone: 734.240.7804/W 734.915.1297/C FAX: 734.240.7816	Monroe	County Commission	September 30, 2021
Tom Waldecker	tomwal@umich.edu	9165 Exeter Road Carleton, MI 48117 Phone: 734.936.8660/W FAX: 734.936.8893	Monroe	County Commission	September 30, 2020
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Dave O'Dell	ddodell1@att.net	321 W 4 th St. #3, Monroe, MI 48161 (734)344-0240	Monroe	CMH Board	September 30, 2022