Euler-Greater Chatham Mental Health Services Program Meeting

09 Sep 2025, 11:02

Summary:

The meeting began with a reading of the minutes from July 8, 2025, which included approvals of the agenda, bylaws for the Euler-Greater Chatham Extended Mental Health Services Program, and the appointment of a finance committee with Commissioner accepting the role of chairperson. A correction was made to the projected program cost, changing it from $600,000 to $700,000, which was motioned by Deidre Bibbs and seconded, then approved. The discussion then shifted to the budget and tax levy process, emphasizing the timely submission of the levy ordinance and the need for a finance committee to plan funding. The finance committee met prior to the main commission meeting to discuss the budget and levy ordinances timeline. The meeting concluded with an agreement on the next steps, including a payment of $170,000 to Great Western Health Services, and a motion to adjourn.

Notes:

Overview

Meeting Opening and Agenda Approval

- The meeting commenced with a formal call to order, indicating the start of official proceedings. [00:00:46]
    - The *secretary* was requested to read the *minutes* from the previous meeting. [00:00:46]
    - The *minutes* from **July 8, 2025**, were presented for review. [00:01:02]

- The agenda for the current meeting was read and subsequently approved with specific corrections. [00:01:10]
    - Corrections included verifying the first name of *Commissioner Bibb* and rectifying a spelling error in *Commissioner Robinson's* name. [00:01:10]

Initial Approvals and Committee Discussions

- The proposed *bylaws* for the *Euler-Greater Chatham Extended Mental Health Services Program Governing Commission* were unanimously approved, demonstrating consensus among members. [00:01:23]
    - This approval signifies a significant step in formalizing the program's operational framework. [00:01:23]

- The discussion then transitioned to the appointment of a *finance committee*. [00:01:30]
    - A *commissioner* accepted the role of *chairperson* for this committee, indicating progress in its formation. [00:01:41]
    - The legal name of *Commissioner Holyann Hines* was clarified, ensuring accurate record-keeping. [00:02:07]

Budget and Tax Levy Process

Key Discussions on Financial Planning

- The conversation shifted to the crucial *budget* and *tax levy process*, highlighting critical deadlines and requirements. [00:02:15]
    - Emphasis was placed on the importance of submitting the *levy ordinance* to the *clerk's office* by the *last Tuesday of December*, ensuring timely adherence to legal and financial schedules. [00:02:21]

- The urgent need for a *finance committee* was stressed, specifically to develop comprehensive *funding plans*. [00:02:38]
    - This includes a projected **$600,000** for the program, indicating the financial scope of the initiative. [00:02:39]

Logistics and Communication

- Logistics concerning the scheduling of initial *committee meetings* were addressed, ensuring the timely commencement of the committee's work. [00:02:47]
    - Methods for establishing effective communication, including sharing information with *contact members*, were also discussed. [00:02:55]

- The meeting concluded with reminders about *meeting protocols* and the importance of *secure communications* among *commissioners*, reinforcing operational guidelines. [00:03:02]

Minutes Corrections and Approval

Proposed Amendments to Minutes

- A correction was proposed regarding the projected financial amount stated in the *minutes*. [00:03:16]
    - The *minutes* initially recorded **$600,000**, but it was corrected to **$700,000** for the program, reflecting an adjustment in the planned funding. [00:03:16]

- *Deidre Bibbs* seconded the motion for the correction, indicating support for the amendment. [00:03:56]

Final Approval of Minutes

- The motion to approve the *minutes* with the proposed changes was put to a vote. [00:04:27]
    - The *motion* was carried with an *aye* vote, signifying unanimous approval from the present members. [00:04:34]
    - No opposition was recorded, indicating full agreement on the amended *minutes*. [00:04:34]

Finance Committee Meeting

Pre-Meeting Activities and Timeline Review

- A *Finance Committee meeting* was held prior to the larger commission meeting, indicating proactive preparation. [00:04:46]
    - Minutes were taken during this preliminary meeting, ensuring a record of its discussions. [00:04:57]

- The committee primarily reviewed the *timeline* for the *budget* and *levy ordinances*. [00:05:07]
    - This *timeline* had been distributed the previous week, allowing members to come prepared for the discussion. [00:05:07]

Future Operations and Financial Considerations

- The *Finance Committee* will continue to meet before the main *commission meeting* to address necessary business. [00:05:23]
    - This structured approach ensures that financial matters are thoroughly reviewed before being presented to the full commission. [00:05:23]

- A discussion about a **$170,000** commitment to *Great Western Health Services* for *airway removal* was mentioned, highlighting specific financial obligations. [00:06:03]
    - The need to budget for insurance and other expenses was acknowledged, indicating a comprehensive approach to financial planning. [00:06:30]

Conclusion

Meeting Adjournment

- A motion to adjourn the meeting was made, signaling the formal end of the session. [00:07:07]
    - A commissioner expressed a need for a break, jokingly indicating a personal need to leave. [00:07:21]

Final Remarks

- The meeting concluded with the formal adjournment, bringing all discussions to a close. [00:07:40]
    - No further comments or questions were raised, indicating the completion of the agenda items. [00:07:40]

Action Items

1. Ensure the corrected projected amount of **$700,000** for the program is accurately reflected in the final *minutes*. [00:03:16]
2. The *secretary* is to ensure the *minutes* from **July 8, 2025**, are updated with the corrected names and the revised projected amount. [00:01:02]

3. The *finance committee* is to lay out *funding plans*, including the projected **$700,000** for the program. [00:02:38]

4. Schedule and hold initial *finance committee meetings* to begin work on *funding plans* and *budget matters*. [00:02:47]

5. Establish clear communication methods for the *finance committee*, including sharing information with *contact members*. [00:02:55]

6. Submit the *levy ordinance* to the *clerk's office* by the *last Tuesday of December*. [00:02:21]

7. The *finance committee* should continue to meet prior to the large *commission meeting* to address financial business. [00:05:23]