

The Right Door for Hope, Recovery and Wellness
(Ionia County Community Mental Health)

REGULAR BOARD MEETING

Monday, December 14, 2015 12 noon
375 Apple Tree Drive
Ionia, Michigan

MINUTES

1. Call to Order and Roll Call

Board Chairperson Nancy Patera called the meeting to order at 1:10 p.m. and roll call was taken.

Member(s) Present: Mary Barker, Julie Calley, Michael Gallagher, Clinton Galloway, Melissa McKinstry, Deborah McPeek-McFadden, Susan Meagher, Gretchen Nyland, Linda Purcey

Member(s) Absent: Joel Leipprandt and Dale Miller

Ex-Officio Member(s) Present: CEO Robert S. Lathers and Board Chairperson Nancy Patera

Guests Present: MACMHB Executive Director Bob Sheehan and MDHHS Behavioral Health and Developmental Disabilities Director Lynda Zeller

Staff Present: Emily Betz, Julie Dowling, Kris Hamilton, Teresa Martin, Kerry Possehn, Susan Richards, Jenny Scheurer

2. Determination of Quorum

A quorum was determined to be present.

3. Public Comment

There was no public comment.

4. November 23, 2015 Board Meeting Minutes

Melissa McKinstry made a motion, seconded by Deborah McPeek-McFadden, to accept the November 23, 2015 Board Meeting minutes as presented. Motion carried.

5. Acceptance of Agenda

Deborah McPeek-McFadden made a motion, seconded by Melissa McKinstry to accept the agenda. Motion carried.

6. Board Member Recognition

MACMHB Executive Director Robert Sheehan recognized three board members for their years of service – Clinton Galloway 29 years; Deborah McPeek-McFadden 26 years; Gretchen Nyland 30 years.

7. Financial Statements

CFO Kerry Possehn presented the November 2015 Financial Statements.

8. Pending Contracts December 2015

Deborah McPeek-McFadden made a motion, seconded by Michael Gallagher to approve the December 2015 pending contracts as presented. Motion carried.

9. CD Renewal

Certificate of Deposit renewal options were reviewed.

Deborah McPeek-McFadden made a motion, seconded by Susan Meagher to approve a certificate of deposit in the amount of \$250,000 be invested at Portland Federal Credit Union for a 12 month term at a rate of 0.55% and that an account be open at such lending facility with CEO Lathers and CFO Possehn's names on the account; and the remaining balance of the certificate of deposit ~ \$249,764.07 be invested at Mercantile Bank for a 12 month term at a rate of 0.35%. Motion carried.

10. Policy Review

- F-234 Cash Donations
- F-235 Security & Control
- G-202 Organization Planning
- G-220 Organization and Strategic Planning
- G-400 Policies, Procedures, and Standard Operating Procedures
- G-410 Emergent Business
- G-500 Quality Improvement
- HR-512 Workplace Safety and Security
- HR-513 Universal Precautions – Infection Control

Clinton Galloway made a motion, seconded by Deborah McPeek-McFadden to rescind policy G-202 Organization Planning. Motion carried.

Clinton Galloway made a motion, seconded by Deborah McPeek-McFadden to approve policy G-220 Organization and Strategic Planning as amended. Motion carried.

Clinton Galloway made a motion, seconded by Susan Meagher to approve policies F-234 Cash Donations; F-235 Security & Control; G-400 Policies, Procedures, and Standard Operating Procedures; G-410 Emergent Business; G-500 Quality Improvement; HR-512 Workplace Safety and Security; and HR-513 Universal Precautions – Infection Control as presented. Motion carried.

11. FY 2016 CMHSP Amendment No. 1

Melissa McKinstry made a motion, seconded by Susan Meagher to accept the FY 2016 CMHSP contract amendment as presented. Motion carried.

12. Report from the Nominating Committee

Nomination was called three times for the position of the Board Chairperson.

Clinton Galloway made a motion, seconded by Michael Gallagher to accept the unanimous ballot for the election of Melissa McKinstry as Board Chairperson. Motion carried.

Nomination was called three times for the position of the Board Vice-Chairperson.

Clinton Galloway made a motion, seconded by Michael Gallagher to accept the unanimous ballot for the election of Julie Calley as Board Vice-Chairperson. Motion carried.

Nomination was called three times for the position of the Board Secretary.

Clinton Galloway made a motion, seconded by Michael Gallagher to accept the unanimous ballot for the election of Linda Purcey as Board Secretary. Motion carried.

13. Quality Improvement

Board Development Work Group met on 12/2/15. Work group discussed board competencies, utilization of the Committee of the Whole meetings for training purposes, and resources that should be made available for Board members.

The approved Executive Summary of the Strategic Plan for 2016-17 was distributed.

Board meeting wrap up questionnaire responses from November 2015 were reviewed, and Susan Richards reminded the members to complete the form for this month.

14. Mid-State Health Network Affiliation Report

There was no report given. Next meeting is in January 2016 and Deborah McPeek-McFadden will report back to full Board.

15. MACMHB Report

CEO Lathers informed Board that there will be a request for increased dues assessment.

16. CEO Report

CEO Lathers gave his report. He informed the Board that MDHHS Director Nick Lyon visited the agency and met with Judge Sykes, Sheriff Miller, and an employee who is a parent of a consumer.

17. The meeting adjourned at 2:15 p.m.

Minutes submitted by Jenny Scheurer