

Ionia County Community Mental Health

REGULAR BOARD MEETING

Monday, September 28, 2015, 4 p.m.

375 Apple Tree Drive

Ionia, Michigan

MINUTES

1. Call to Order and Roll Call

Board Chairperson Nancy Patera called the meeting to order at 4 p.m. and roll call was taken.

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

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

Staff Present: Emily Betz, Julie Dowling, Stephanie Lopez, 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. August 22, 2015 Board Retreat Meeting Minutes

Melissa McKinstry made a motion, seconded by Deborah McPeek-McFadden, to accept the August 22, 2015 Board Retreat meeting minutes as presented. Motion carried.

5. August 31, 2015 Board Meeting Minutes

Michael Gallagher made a motion, seconded by Melissa McKinstry, to accept the August 31, 2015 Board meeting minutes as presented. Motion carried.

6. August 31, 2015 Board Meeting Closed Session Minutes

Deborah McPeek-McFadden made a motion, seconded by Melissa McKinstry, to accept the August 31, 2015 Board Meeting Closed Session minutes as presented. Motion carried.

7. September 21, 2015 Committee of the Whole Meeting Minutes

Joel Leipprandt made a motion, seconded by Melissa McKinstry, to accept the September 21, 2015 Committee of the Whole meeting minutes as presented. Motion carried.

8. September 23, 2015 Recipient Rights Advisory Committee Meeting Minutes

Melissa McKinstry made a motion, seconded by Gretchen Nyland, to accept the September 23, 2015 Recipient Rights Advisory Committee meeting minutes as presented. Motion carried.

9. Acceptance of Agenda

Michael Gallagher made a motion, seconded by Susan Meagher, to accept the agenda as amended to include approval of Recipient Rights Advisory Committee meeting minutes, Belding Adolescent/Youth Clinic operated by Spectrum Health, and proposed lease of space in Belding for ABA program. Motion carried.

10. Financial Statements

CFO Kerry Possehn presented the financial statements for period ending August 2015.

11. Pending Contracts September 2015

Melissa McKinstry made a motion, seconded by Deborah McPeek-McFadden to approve the September 2015 pending contracts as presented. Motion carried.

12. FY 2016 ICCMHA Budget

CFO Kerry Possehn presented the FY 2016 budget.

Deborah McPeek-McFadden made a motion, seconded by Susan Meagher to approve the FY 2016 ICCMHA Budget as presented. Motion carried.

13. CD Renewal

CFO Kerry Possehn presented a schedule of proposed renewal rates for reinvestment of a CD that matures on 10/1/15. Michigan One Credit Union and Portland Federal Credit Union are two of five financial institutions offering rates. If a credit union is chosen, an account with a minimum of \$5 is required to be open by the agency.

Susan Meagher made a motion, seconded by Linda Purcey, to approve the investment of the CD in the amount of \$235,518.00 at Michigan One Credit Union for 12 months at the rate of 0.70%. Motion carried.

14. MACMHB Dues for FY 2016

Deborah McPeek-McFadden made a motion, seconded by Michael Gallagher, to approve the payment of the MACMHB Dues for FY 2016 in the amount of \$9,192. Motion carried.

15. Policy Review

F-251 Payment for Referrals
F-281 Records Retention
HR-511 Professional Conduct
HR-533 Absence from Work
HR-534 Leaves of Absence

Deborah McPeek-McFadden made a motion, seconded by Joel Leipprandt, to approve policies F-251 Payment for Referrals, HR-511 Professional Conduct, HR-533 Absence from Work, and HR-534 Leaves of Absence as presented and policy F-281 Records Retention as amended. Motion carried.

16. Belding Youth Clinic

Discussion was held regarding the Belding Youth Clinic. This is an adolescent/youth health center being operated by Spectrum Health that would like to have a part-time CMH social worker in the clinic.

Deborah McPeek-McFadden made a motion, seconded by Susan Meagher to approve the placement of a .3 FTE Social Worker in the Belding Youth Clinic for 8 months during FY 2016. Motion carried.

17. Proposed Lease for Space in Belding for ABA Program

Discussion was held regarding a proposed lease for a space in Belding to be used for the ABA Program services until the renovation of our current Belding office location is completed. Monthly rent rate \$800; monthly maintenance (lawn care/snow removal) rate \$200; agency is responsible for utilities.

Susan Meagher made a motion, seconded by Joel Leippardt, to approve the agency enter into a lease agreement for space in Belding for one year and month to month thereafter at the rate of \$800 monthly rent and \$200 monthly maintenance services. Motion carried.

18. Quality Improvement

Susan Richards presented the FY 15 Quarter 3 Outcomes Report.

She informed the Board that the agency is currently in the process of a USPEQ customer survey for the month of September 14 – October 16, 2015. She will report back when the results are in and summarized.

Susan also informed the Board that the FY '16 MSHN Corporate Compliance Plan was included in the packet for review.

Susan presented a NiaTx update on groups.

She requested the board members complete and submit the wrap up questionnaire forms as there has only been about half of them submitted in recent months.

19. Mid-State Health Network Affiliation Report

Gretchen Nyland reported that MSHN is still in the process of selecting a CEO. At the last meeting there was a tie vote two different times for the final candidate. There are two candidates who have interviewed. MSHN will meet again on October 6, 2015 and re-interview both candidates who will be asked three questions, two of which they have been made aware.

20. MACMHB Report

No report given. Board members were reminded of the fall conference and asked to submit their registration forms.

21. CEO Report

CEO Lathers presented his report.

22. Adjourn

Meeting adjourned at 5:45 p.m.