

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

REGULAR BOARD MEETING

Monday, July 25, 2016
375 Apple Tree Dr., Ionia, MI

MINUTES

1. Call to Order and Roll Call

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

Members Present: Mary Barker, Michael Gallagher, Clinton Galloway, Nancy Haga, Deborah McPeek-McFadden, Susan Meagher, Dale Miller, Gretchen Nyland, Linda Purcey, Ron Thomas

Ex-Officio Member(s) Present: Board Chairperson Melissa McKinstry and
CEO Robert Lathers

Members Absent: Julie Calley

Staff Present: Emily Betz, Julie Dowling, Kerry Possehn, Micah Rahn-Tiemeyer, Jenny Scheurer

2. Determination of Quorum

A quorum was determined to be present.

3. Public Comment

New employee Micah Rahn-Tiemeyer introduced himself. CEO Lathers recognized Jenny Scheurer for 30 years of service and presented her with a plaque and gift.

4. June 27, 2016 Board Meeting Minutes

Nancy Haga made a motion, seconded by Deborah McPeek-McFadden, to accept the June 27, 2016 Board Meeting minutes as presented. Motion carried.

5. July 18, 2016 Committee of the Whole Meeting Minutes

Deborah McPeek-McFadden made a motion, seconded by Nancy Haga, to accept the July 18, 2016 Committee of the Whole meeting minutes as presented. Motion carried.

6. Acceptance of Agenda

Deborah McPeek-McFadden made a motion, seconded by Ron Thomas, to accept the agenda as presented. Motion carried.

7. Financial Statements

CFO Kerry Possehn presented and reviewed the June 2016 Financial Statements.

8. Pending Contracts July 2016

Susan Meagher made a motion, seconded by Michel Gallagher to approve the July 2016 pending contracts as presented. Motion carried.

9. Verizon Wireless Contract

Ron Thomas made a motion, seconded by Susan Meagher to approve the Verizon Wireless Contract for July 2016 – June 2017 as presented. Motion carried.

10. Policy Review

F-200 Method of Accounting

F-210 Budget

F-220 Assets

F-259 Representative Payee

G-201 Board Governance Policies

G-310 Executive Compensation

HR-510 General Environment

Susan Meagher made a motion, seconded by Deborah McPeek-McFadden, to approve policies F-200 Method of Accounting, F-210 Budget, F-220 Assets, F-259 Representative Payee, G-201 Board Governance, G-310 Executive Compensation, and HR-510 General Environment as presented. Motion denied.

Susan Meagher made a motion, seconded by Nancy Haga to approve policies F-210 Budget, F-220 Assets, F-259 Representative Payee, G-201 Board Governance, and HR-510 General Environment as presented and policies F-200 Method of Accounting and G-310 Executive Compensation as amended. Motion carried.

11. USDA – RD: Resolution of Members or Stockholders

Susan Meagher made a motion, seconded by Deborah McPeek-McFadden, to approve the USDA Rural Development resolution of members or stockholders.

Aye: Barker, Gallagher, Galloway, Haga, McPeek-McFadden, McKinstry, Meagher, Miller, Nyland, Purcey, Thomas

Motion passed unanimously.

12. Prairie Creek Home

Kerry Possehn presented a slide show of residential properties owned by the agency.

Discussion was held regarding the condition of the duplex home located at Prairie Creek in Ionia.

13. MDHHS Attestation – CCBHC Finances

Discussion was held regarding the MDHHS Attestation and CCBHC Finances. It was decided that the agreement would be approved and signed with an attached clause about continuation of current quality services and allowable funding.

Susan Meagher made a motion, seconded by Linda Purcey to authorize CEO Lathers and Board Chair McKinstry to sign the CCBHC Readiness Requirement and Board/Governance Approval form with the conditions that by doing so The Right Door for Hope, Recovery and Wellness will not be required to reduce the quality of services that it has been providing; and as long as funds allow The Right Door for Hope, Recovery and Wellness to participate. Motion carried.

14. By Laws Committee Report

Board Member Clinton Galloway reported that the By-Laws committee met and reviewed the by-laws. A draft of the by-laws indicating changes will be included in next month's packet.

15. CEO's Annual Evaluation

Chairperson Melissa McKinstry appointed a committee to complete the CEO's annual evaluation. The committee will include Mary Barker, Susan Meagher, Deborah McPeek-McFadden, Clinton Galloway, and Melissa McKinstry. The committee will meet on Thursday, August 18, 2016 at 2 p.m. CEO Lathers will do a self evaluation and prepare a summarized narrative.

16. Board Retreat Fall Date

The board retreat is scheduled for Saturday, September 17, 2016 at the agency from 8:30 a.m. – 2:30 p.m.

17. Quality Improvement

Compiled board competencies and the MDHHS On-Site Audit were tabled for review at the next board meeting.

Board meeting wrap-up questionnaire forms were reviewed; board members should complete this month's form.

18. Mid-State Health Network Affiliation Report

Gretchen Nyland and Deborah McPeek-McFadden presented the MSHN report.

19. MACMHB Report

No report was given.

20. CEO Report

CEO Lathers informed the Board that the Veteran Services' office within the agency is now open in the Ionia building, and a ribbon cutting ceremony was held on July 20, 2016. He also notified the Board that he would like to have a discussion at an upcoming meeting about staff retention.

21. Adjourn

Meeting was adjourned at 6:15 p.m.