

Minutes  
**Newaygo County Mental Health  
Board of Directors**

**September 3, 2009**

The regular monthly meeting, held at Newaygo County Mental Health, 1049 Newell, White Cloud, Michigan, was called to order at 10:07 a.m. in the Board conference room. Ms. Hansen opened the meeting with prayer.

**Roll Call**

**Members present:**

Mary Anderson  
Adele Hansen  
Al Steil

Todd Koopmans  
Helen Taube

Gerard Deschaine  
Stan Nieboer  
Josephine Toliver

Board members excused: Cathy Kellerman, Mike Hamm, JoAnn VandenBerg, Ann Brewster

**Staff members present:**

Greg Snyder, Executive Director  
Mike Geoghan, Director of Clinical Services  
Jean Shutts, Executive Assistant, Recorder

Carol Mills, Director of Operations  
Cindy Ingersoll, Dir. of Administrative Services

**Public present:** Ann Deschaine

**Review and approve agenda**

**Motion by Toliver, second by Steil, to approve the agenda as presented. Ayes, all; Brewster Hamm, Kellerman, VandenBerg absent. Motion carried.**

**Approval of minutes of August 13, 2009**

**Motion by Anderson, second by Taube, to approve the minutes of the public hearing of August 13, 2009, as presented. Ayes, all; Brewster, Hamm, Kellerman, VandenBerg absent. Motion carried.**

**Motion by Taube, second by Deschaine, to approve the August 13, 2009, minutes of the Board of Directors as presented. Ayes, all; Brewster, Hamm, Kellerman, VandenBerg absent. Motion carried.**

**Finance Committee – Mike Hamm**

Ms. Anderson reported for Mr. Hamm and reviewed the minutes of August 25.

**Motion by the Finance Committee, second by Taube, to approve the Revised Budget # 1 for FY 08/09 and that the Executive Director and the Director of Operations are authorized to change line items within the total budget allocation. Ayes, all; Brewster, Hamm, Kellerman, VandenBerg absent. Motion carried.**

**Motion by Finance Committee, second by Deschaine, to approve the Initial Budget for FY09/10 and that the Executive Director and the Director of Operations are authorized to change line items within the total budget allocation. Ayes, all; Brewster, Hamm, Kellerman, VandenBerg absent. Motion carried.**

**Motion by the Finance Committee, second by Taube, to recommend to the full Board approval for payment in an amount up to \$330,513, to the MERS defined benefit plan, based upon the Actuary's recommendations. Funding sources to be a combination of federal, state, and local to be determined by the Executive Director and the Director of Operations. Brewster, Hamm, Kellerman, VandenBerg absent. Motion carried.**

**Motion by the Finance Committee, second by Steil, to approve the contract list for FY08/09. Ayes, all; Brewster, Hamm, Kellerman, VandenBerg absent. Motion carried.**

The CARF accreditation survey will be October 19 – 21, the same time as the fall board conference. Three surveyors will be on site for those three days. Members of the administration team will not attend the fall conference.

The cash schedule dated July 31, 2009, was reviewed. The check register report through August 21 was reviewed and questions addressed by Ms. Mills. The July financials were reviewed. Ms. Mills indicated this year went close to plan. She also addressed questions from the Board.

#### **Personnel/Nominating Committee – Adele Hansen**

Ms. Hansen reported on the meeting of August 25. Discussion ensued regarding the evaluation results of the executive director. Ms. Hansen encouraged board members to include comments in future evaluations.

**Motion by Anderson, second by Toliver, to accept the 2009 performance evaluation of Greg Snyder, Executive Director, and extend the employment contract to September 30, 2012. Ayes, all; Brewster, Hamm, Kellerman, VandenBerg absent. Motion carried.**

#### **Policy Committee – Albert Steil**

The committee will meet on September 22 at 9:30 a.m. for policy review.

#### **Consumer Advisory Committee**

Ms. Toliver reported on the meeting of August 27, 2009. The next meeting is scheduled for Thursday, September 24 and will be preceded by a potluck. The meeting will consist of a roundtable discussion with consumers and board members, moderated by Ms. Ingersoll. This will be documented as a focus group.

#### **Recipient Rights Committee**

The next meeting will be held Tuesday, November 10, 2009, at 10:00 a.m. Upcoming recipient rights conference information was discussed.

#### **Promotion & Education Committee**

Details secured for staff appreciation breakfast on September 24 in the Learning Center, as reported by Ms. Shutts. Board members are requested to arrive by 7:45 a.m.

**Director's report**

Mr. Snyder reviewed his written report of August 27, highlighting activities and information from throughout the month. Discussion ensued with regard to consumer transportation to hospitals and the new agreement with the county to provide vehicles and law enforcement to provide off-duty officers.

Mr. Snyder is recommending, due to unknown budget status, to freeze the staff performance-based compensation until the budget is known and funds available. Ms. Hansen asked for input from board members, and the consensus was to inform staff that the performance-based compensation, scheduled to be awarded October 1, will be postponed until the FY10 budget is received and funds deemed available. If approved, it will be retroactive to October 1, 2009.

**MACMHB/National Council update**

Ms. Anderson reported that the MACMHB Steering Committee meets on September 25. No National Council news to report.

**Public comment** - None

**Board member remarks**

Ms. Hansen received general remarks from board members.

**Motion by Steil, second by Koopmans, to adjourn the meeting at 11:59 a.m. Ayes, all; Brewster, Hamm, Kellerman, VandenBerg absent. Motion carried.**

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Adele Hansen, Chairperson

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JoAnn VandenBerg, Secretary

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