**County Mental Health**

**Minutes of the Regular Meeting**

November 14, 2017

10:00 a.m.

**Call to Order/Welcome/Prayer**

The regular monthly meeting of the Board of Directors of Newaygo County Mental Health was called to order by Chair Steil at 10:00 a.m. on Tuesday, November 14, 2017, in the Board Conference Room.

Member Steil opened the meeting with prayer.

**Roll Call**

Members Present: Ralph Bell, Sarah Boluyt, Kathy Broome, Michael Hamm (arrived

10:09 a.m.) Adele Hansen, Steve Johnson, Catherine Kellerman,

Bryan Kolk, Todd Koopmans, Albert Steil, Helen Taube and Susan Twing

Others Present: Michael Geoghan, Director and Shannon Woodside, recording secretary

**Communications from the Public**

No communication from the public.

**Approval of Agenda**

**Motion** by Member Koopmans Boluyt, supported by Member Kolk, to amend the agenda to add

8.4.2 Revised Procedure 9.RR.111A Recipient Rights Protection and 8.4.3 NCMH/ORR Annual

Report for Fiscal Year 2017. Motion carried unanimously.

**Approval of Minutes**

**Motion** by Member Kolk, supported by Member Boluyt, to approve the minutes of Regular Board meeting of October 10, 2017, as presented in 6.0. Motion carried unanimously.

**Director’s Update**

Director Geoghan reviewed his written report presented in 7.0. and shared that to help Empowerment Network save some money they will be ordering paper supplies from our distributor. Discussion took place.

*MDHHS/CMHSP Subcontract*

**Motion** by Member Hansen, supported by Member Koopmans, to authorize the Executive Director to sign the Michigan Department of Health & Human Services and Community Mental Health Services Program Managed Mental Health Supports and Services Fiscal Year 2018 Contract Amendment #1.

**Executive Committee**

No meeting scheduled.

**Finance**

Check Register, Cash Statement, and August Financial Statement were reviewed with the following inquiries addressed by Carol Mills, Chief Operating Officer.

*Check Register*

91068 Stuart Wilson $50,000.00; This is a prepaid expense for CLS & Respite

providers.

91163 The SBAM Plan $107,932.13; This is for employee insurance that is paid

monthly.

91186 JD Homes $1,216.00; This amount is for two homes.

91204 Chase Card Services $11,326.92; This amount is for September FY 2017.

91213 Chase Card Services $7,916.17; This amount is for October FY 2018.

The Chase credit card was separated into two payments to accommodate our fiscal years.

91204 is for FY 2017 and 91213 is for FY 2018.

*Cash Statement*

No questions.

**Policy Committee**

Minutes of October 30, 2017 were reviewed.

**Motion** by Member Kellerman, supported by Member Hansen to approve the policies as presented. Discussion took place. Friendly amendment by Member Boluyt to pull out 1.BOD.106A Committee Structure Procedure and bring back to the Board of Directors December meeting, supported by Member Taube. Discussion took place. Motion carried unanimously.

The following language will be added to 1.BOD.106A Committee Structure Procedure: under Recipient Rights the number (6) will replace (7); and under Recipient Rights Advisory Committee: 1. add (Meet periodically with a minimum of four (4) times a year); removing (at least semi-annually.)

**Recipient Rights Committee**

Minutes of November 13, 2017 were reviewed.

**Motion** by Member Koopmans, supported by Member Kolk, to amend revised 9.RR.111A Recipient Rights Protection Procedure, section 2, letter a, to remove “meet periodically with a minimum of four (4) times a year” and replace with “meet at least semi-annually.” Discussion took place.

**Motion** by Member Kolk, to withdraw amendments to 9.RR.111A Recipient Rights Protection Procedure, supported by Member Koopmans. Discussion took place.

**Motion** by Member Koopmans, supported by Member Taube, to approve revised 9.RR.111A Recipient Rights Protection Procedure as presented in 8.4.2. Discussion took place. Motion carried unanimously.

*NCMH/ORR Annual Report FY 2017*

**Motion** by Member Koopmans, supported by Member Kellerman, to approve Newaygo County Mental Health Office of Recipient Rights Annual Report for Fiscal Year 2017 as presented in 8.4.3. Motion carried unanimously.

Next meeting is February 12, 2018 at 10:00 a.m.

**Promotion & Education Committee**

No meeting scheduled.

**Consumer Advisory Committee**

Empowerment Network is having their Christmas Party on December 13th starting at 11:00 a.m. They are still in need of large bags to pack Christmas gifts in and men’s socks, preferably dark in color. They are also selling raffle tickets with the prize of a Kitchen Aid stand mixer, drawing will be held on December 21st.

**Mid-State Health Network**

The 298 pilot program will be moving forward and Muskegon CMH will be part of the pilot program.

At the last board of directors meeting there was four-five people that voiced they were unhappy with MSHN, they felt MSHN had unrealistic expectations in regards to requirements for clinical documentation and are not concerned about results or the consumers, but concerned about the paperwork.

Mid-State Health Network Operating Agreement: The agreement will be reviewed in regards to the funding methodology. Member Hamm made a recommendation to form an Ad Hoc committee to review the Operations Agreement.

**Motion** by Member Hamm, supported by Member Kellerman, to form an Ad Hoc Committee to review Mid-State Health Network Operating Agreement. Discussion took place. Motion carried unanimously.

Operations Agreement will be emailed to the full board.

Saginaw CMH audit results have not been released to the MSHN Board of Directors as of yet. Saginaw did repay the $4 million in October 2017 and the next day MSHN issued them a check for $4 million with the understanding this is to be repaid by the end of September 2018 with no provisions for renewal.

**MACMHB**

No update.

**Presentation**

My Journey of Recovery with EMDR: Kristina Cornell has been working with Jodi using Eye Movement Desensitization and Reprocessing (EMDR). How this works is the patient is given a headset that makes sound back and forth between the left and right ears, two small vibrators to hold in each hand that vibrated back and forth between left and right in correlation with the sounds in my ears. This back and forth movement of the eyes stimulates rapid eye movement in sleep. During rapid eye movement the brain files memories from the short term to long term memory. The emotions do not come up with the long term memory. Questions were addressed.

**Communications from the Public**

No communication from the public.

**Adjournment**

Motion by Chairman Steil to adjourn the meeting at 12:12 p.m. Motion carried unanimously.

Albert Steil, Chairperson Sarah Boluyt, Secretary