**Newaygo County Mental Health**

**Minutes of the Regular Meeting**

March 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 Madam Chairman Taube at 10:00 a.m. on Tuesday, March 14, 2017, in the Board Conference Room.

Member Steil opened the meeting with prayer.

**Roll Call**

Members Present: Ralph Bell, Kathy Broome, Mike Hamm (left at 11:30 a.m.), Adele Hansen, Steve Johnson, Bryan Kolk, Catherine Kellerman, Al Steil and Helen Taube

Members Excused: Sarah Boluyt and Todd Koopmans

Others Present: Michael Geoghan, Director, and Shannon Woodside, recording secretary, Carol Mills, Denise Russo-Starback and Wendi Selmon

**Communications from the Public**

No communications from the public.

**Approval of Agenda**

**Motion** by Member Steil, supported by Member Kolk, to amend the agenda to include 8.1 Policies

& Procedures: 1.BOD.127A, 1.BOD.128 and 1.BOD.128A. Motion carried unanimously.

**Approval of Minutes**

**Motion** by Member Kellerman, supported by Member Hansen to approve the minutes of February

14, 2017, as presented in 6.0. Motion carried unanimously.

**Presentation**

Denise Russo-Starback and Wendi Selmon, Director and Associate Director of Children/Family Services, presented on Trauma Focused Cognitive Behavior Therapy (TFCBT). TFCBT is an evidenced based practice that allows youth to work through their trauma and tell their story. They have eight clinicians full trained in TFCBT, this is a one year intensive training. As of 2015, 60 youth participated in this program and 43 successfully completed, 9 dropped out for various reasons and 8 youth are still involved in the program. Questions were addressed.

**Director’s Update**

Director Geoghan reviewed his written report presented in 8.0 and asked the Board of Director’s to approve the following Policies & Procedures as listed below. Review and discussion took place.

1.BOD.127A Compliance Reporting, Confidentiality, and Non-Retaliation – Procedure Revised

1.BOD.128 Compliance Investigation, Resolution, and Documentation – Policy Revised

1.BOD.128A Compliance Investigation, Resolution, and Documentation – Procedure New

**Motion** by Member Steil, supported by Member Kellerman, to approve the above listed policies and procedures as presented. A roll call vote was taken.

Ayes: Bell, Broome, Hamm, Hansen, Johnson, Kellerman, Kolk, Steil, Taube

Nays: None

Motion carried, 9 – 0.

**Executive Committee**

Minutes of February 27, 2017 were reviewed and discussed.

**Motion** by Member Johnson, supported by Member Broome, to approve the Nomination for Election of 2017-2018 Officers form as presented. A roll call vote was taken.

Ayes: Bell, Broome, Hamm, Hansen, Johnson, Kellerman, Kolk, Steil, Taube

Nays: None

Motion carried, 9 – 0.

**Finance Committee**

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

*Check Register*

89420 Accurate Screen LLC $930.00; This amount is for drug testing of new staff

and patients of Dr. Baker.

89428 Roger Thomas DBA JCK $525.00; This amount is for an IT consultant

89444 State of Michigan $11,371.67; This amount is for tax withholding from

staff.

89445 Stericycle, Inc. $88.62; This amount is for the disposal of needles

used in the Med Clinic.

89450 Stuart Wilson $100,000; This amount is prepaid to fund our self-

determination account for CLS and

Respite.

89479 Mellema Property $1,832.56; This amount is for 13 homeless grant

slots, we pay rent and the state reimburses

us.

89481 NCRESA $1,000; This is for our internet.

*Cash Statement*

No questions.

**Recipient Rights Committee**

Next meeting is May 8, 2017 at 10:00 a.m.

**Promotion & Education Committee**

Minutes of February 22, 2017 were reviewed and discussed.

**Motion** by Bell, supported by Kellerman, to approve the 2017 Art Wunsch Advocacy Award Nomination form as presented. A roll call vote was taken.

Ayes: Bell, Broome, Hansen, Johnson, Kellerman, Kolk, Steil, Taube

Nays: None

Motion carried, 8 – 0.

**Motion** by Bell, supported by Kellerman, to approve $2,000 for miscellaneous advertising to be used at the discretion of the executive assistant, with approval of the Promotion & Education chair. A roll call vote was taken.

Ayes: Bell, Broome, Hansen, Johnson, Kellerman, Kolk, Steil, Taube

Nays: None

Motion carried, 8 – 0.

**Motion** by Bell, supported by Johnson, to approve Staff Appreciation Breakfast to be held in May.

Ayes: Bell, Broome, Hansen, Johnson, Kellerman, Kolk, Steil, Taube

Nays: None

Motion carried, 8 – 0.

**Consumer Advisory Committee**

Next meeting is March 23, 2017 at 1:00 p.m.

**Mid-State Health Network**

Member Hamm shared that MSHN would like to take over Corrections Contract for mental health.

Member Johnson shared that NCMH is doing very good financially compared to other CMH’s, and concern regarding how many people are on MSHN’s board.

**MACMHB**

Member Kellerman shared that MACMHB is changing their name and logo; passed around MACMHB budget breakdown.

Member Steil shared that there will be an increase in our dues, the building that the Finance committee meets in needs a new roof, parking and some updates to the building. Three CMH’s in the Upper Peninsula receive a stipend of $5,000 that is divided between them. Only two of the three attend the meetings in Lansing; moving forward these CMH’s will be required to submit receipts before any dollars are disbursed.

**Communications from the Public**

There was no public comment.

**Adjournment**

**Motion** by Member Steil, supported by Member Kellerman, to adjourn the meeting at 12:13 p.m. Motion carried unanimously.

Helen Taube, Chairperson Catherine Kellerman, Secretary