

**Newaygo County Mental Health
Minutes of the Regular Meeting**

January 14, 2021

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 Johnson at 10:00 a.m. on Thursday, January 14, 2021 in the Board Conference Room.

Member Kellerman opened the meeting with prayer.

Roll Call

Members Present: Ralph Bell, Sarah Boluyt, Kathy Broome (Zoom), Ken DeLaat (Zoom), Steve Johnson, Catherine Kellerman, Bryan Kolk, Todd Koopmans, Wayne Mast, Cheryl Parker, Helen Taube and Sue Twing (Zoom)

Others Present: Director Carol Mills; Jeff Labun, Chief Operating Officer; Denise Russo-Starback, Director of Clinical Services (Zoom), Andrea Fletcher (Zoom), Rhonda Barnett (Zoom) and Shannon Woodside, recording secretary

Communications from the Public

No communication from the public.

Approval of Agenda

Motion by Member Kolk, supported by Member Boluyt, to approve the agenda with amendments to move 9.4 Recipient Rights to 6.5 and 6.5.1 Review Recipient Rights Minutes of January 6, 2021, 6.5.2 Appoint Rhonda Barnett to Recipient Rights Committee, and 6.5.3 Recipient Rights Annual Report. No discussion; motion carried unanimously.

Approval of Regular Minutes

Motion by Member Boluyt, supported by Member Kolk, to approve the minutes of the Regular Board meeting of November 12, 2020 with additions under Recipient Rights: Recipient Rights Committee, Appeal Committee Membership requirements and distribution of Annual Report requirements. Discussion took place; motion carried unanimously.

Recipient Rights

Reviewed minutes of January 6, 2021.

Recipient Rights Advisory Committee Appointment

Member Bell introduced Rhonda Barnett. Ms. Barnett shared a little about her background and her desire to be part of the Recipient Rights Advisory Committee. Questions were addressed.

Motion by Member Parker, supported by Member Koopmans, to appoint Rhonda Barnett to the Recipient Rights Advisory Committee. No discussion; motion carried unanimously.

Recipient Rights Annual Report

On the Annual Report that was emailed to the Board of Directors, Member Parker inquired about the following:

- 44 substantiated complaints, but on the remediation page there were only 28 remediation's
- There was an abuse class 3 that had received a verbal warning, which is not allowed. There needs to be an official reprimand according to the code.
- Staff annual training was identified as being taken paper/online after March of 2020, but on the annual training it is only noted that seven staff have taken training instead of all.

Member Parker has requested that the Annual Report be updated and then resent to the Board of Director's.

Next meeting is February 8, 2021 at 10:00 a.m.

2021 Corporate Compliance Plan

Andrea Fletcher, Director of Corporate Compliance/Quality Improvement presented the 2021 Corporate Compliance Plan. Questions were addressed.

- What is Corporate Compliance
- Organizations behavior
- Individual behavior
- Compliance Program requirements
- Prevention of Fraud/Waste/Abuse
- Investigations/Consultations
- What have we done differently this year
 - Employees can report online from NCMH intranet page
- Board member's role in compliance

Motion by Member Bell, supported by Member Taube, to approve the 2021 Corporate Compliance Plan as presented. No discussion; motion carried unanimously.

Directors Update

Reviewed Director Mills written report, questions were addressed. Also discussed:

- Implementation of new accounting system which will allow board members to direct deposit their expense checks.
- Director Mills will be recording her presentation on Finance for Board Works.

Executive Committee

Due to the 2021 Winter Conference taking place February 9 – 12, 2021 and the Board of Director's meeting is on February 11, 2021, it was decided to reschedule the Board of Directors meeting to February 18, 2021 at 10:00 a.m.

Next meeting is February 16, 2021 at 10:30 a.m.

Finance

Check Register and Cash Statement were reviewed with the following inquiries addressed by Jeff Labun, Chief Operating Officer.

Check Register

99246 St. Mary's Health Service	\$25,783.00; This is for people that have primary medical issues go to St. Mary's.
99251 SPESA	\$ 7,950.00; This is for jail services. This is paid per case rate, half of payment is paid when services start, other half when services are completed.
99264 Dr. Paul Liu	\$ 17,325.00; This is payment for invoices submitted for FY 2020.
99297 Dr. Paul Liu	\$ 9,961.00; This is payment for invoices submitted for FY 2021.
99305 Newaygo Co. Sheriff's Office	\$ 300.00; This is payment for on duty officers.
99324 M82 Recycling	\$ 330.00; This is for a dumpster for a family that was moving. This was taken out of Wraparound funds.
99540 District Health Dept. #10	\$ 72.00; This is for TB tests for new employees.
99549 Maner Costerisan	\$ 1,998.00; This is for our consulting on new accounting system.

Cash Statement

Choice One has a higher interest rate than all the other banks. This is a CD that renews on a yearly basis. This amount is adjusted once a year to account for all the staff's vacation time.

Conferences

Discussed what per diems should be due to conferences being held virtual for the Board of Director's. Attending the CMHA Winter Conference live sessions cost more, but you are able to register for recording only sessions, which cost significantly less, that are released after the conference has taken place.

The Board of Director's decided that while conferences are only virtual at this time that the per diem is \$30 per half day.

It was also encouraged to register for the recorded only sessions since they cost significantly less.

Policy Committee

Reviewed minutes of December 1, 2020.

Policies and Forms

Motion by Member Boluyt, supported by Member Taube, to approve polices and forms from the December 1, 2020 meeting as presented. No discussion; motion carried unanimously.

No meeting is scheduled.

Consumer Advisory Committee

Regional Consumer Advisory Committee discussed their surveys, the outcomes and what needs to be worked on.

No meeting scheduled.

Promotion & Education Committee

Member Broome will be picking up the art from the Fremont library once they are allowing public into the building.

No meeting scheduled.

Mid-State Health Network (MSHN)

Member Johnson and Member DeLaat reported on the following:

- Director Sedlock received a 3 year contract extension
- Receiving 25% less in PA2 dollars to the county
- Premium pay of \$2 per hour for direct care worker will continue until July 9, 2021. To keep the \$2 per hour increase, \$33 million needs to be found to continue.
- Moving forward with a crisis residential unit, this is for the northeastern counties (Mount Pleasant)
- SUD Block Grants has a 4.6 million gap
- There is a 25% reduction in room and board residential, 25% reduction in recovering housing, 38% reduction in block grants
- Possibly dipping into the Risk Reserve money

Community Mental Health Association (CMHA)

Member Kellerman reported on the following:

- Working on changing some bylaws
- Discussing how to move forward with Regional meetings and voting since everything is virtual
- Bob Sheehan was appointed to the Leadership Board of the Grand Challenge for Social Work through NACBHBD
- Approving communication and service for foster care children, sharing ideas from other CMH's and keeping the actions locally
- Qualified Residential Treatment programs in homes, they want nurses to do an independent assessment before placing a child in foster care
- 24/7 nursing coverage due to many new regulations in homes
- Selling CMHA building

Communications from the Public

No communication from the public.

Adjournment

Motion by Member Boluyt, supported by Member Mast, to adjourn the meeting at 12:13 p.m.



Steve Johnson, Chairperson



Helen Taube, Secretary