

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

July 9, 2020

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, July 9, 2020 in the Newaygo County Commissioners Board Room.

Member Kellerman opened the meeting with prayer.

**Roll Call**

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

Others Present: Director Carol Mills; Jeff Labun, Chief Operating Officer; Denise Russo-Starback, Director of Clinical Services 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 as presented. No discussion; motion carried unanimously.

**Approval of Regular Minutes**

**Motion** by Member Parker, supported by Member Boluyt, to approve the minutes of the Regular Board meeting of May 21, 2020. No discussion; motion carried unanimously.

**Financial Audit Presentation**

Bill Hirschman from Roslund, Prestage, and Company presented (via phone) the 2019 Financial Audit of September 30, 2019, noting there were no issues identified. Questions were addressed.

**Directors Update**

Reviewed Director Mills written report, questions were addressed.

*Purchase of Replacement Computers*

**Motion** by Member Kellerman, supported by Member Broome, to approve the purchase of 40 Dell laptops and docking stations in the amount of \$53,040.00. Discussion took place; motion carried unanimously.

*Leave of Absence Extension*

**Motion** by Member Kolk, supported by Member Boluyt, to approve an unpaid leave of absence extension through July 8, 2020 for Martin Isenhardt. No discussion; motion carried unanimously.

**Executive Committee**

Reviewed minutes of June 9, 2020 and June 24, 2020.

*CMHA Voting Delegates*

**Motion** by Member Kolk, supported by Member Bell, to appoint Member Taube and Member Koopmans as voting delegates for Community Mental Health Association Member Assembly meeting to be held August 13, 2020. Discussion took place, motion carried unanimously.

The full board agreed that the August 13, 2020 board meeting will start at 11 a.m. due to the CMHA Member Assembly meeting being held at 10:00 a.m. on the same day.

*Policy 3.HR.205 Employee Benefit: Fitness Center*

**Motion** by Member Boluyt, supported by Member Parker, to approve policy 3.HR.205 Employee Benefits: Fitness Center. Discussion took place; motion carried unanimously.

Evaluations

Members were reminded to turn in the Director Evaluation and Board of Director Evaluations to Shannon.

Next meeting is July 28, 2020 at 10:00 a.m.

**Finance**

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

*Check Register*

98007 War Memorial Hospital	\$ 1,355.59; this amount is for an insurance deductible.
98012 Fremont Area Community Foundation	\$ 1,500.00; this is for NC3 membership.
98181 HGA Homes	\$284,543.50; this amount is for 4 homes.
98182 Houseman's	\$ 4,090.18; this is for emergency supplies for clients; bought with COVID-19 money.

*Cash Statement*

No questions.

*Financial Report*

Reviewed Financial Report with questions addressed.

*Municipal Employee's Retirement System (MERS) 2019 Annual Actuarial Valuation Report*

Reviewed MERS report and questions addressed.

Next meeting is August 11, 2020 at 10:00 a.m.

**Policy Committee**

No meeting scheduled.

**Recipient Rights**

Annual Training will be held in August.

Next meeting is August 10, 2020 at 10:00 a.m.

**Consumer Advisory Committee**

Future meetings to be determined.

**Promotion & Education Committee**

Reviewed minutes of July 7, 2020.

*2020 Art Wunsch Advocacy Award*

**Motion** by Member Boluyt, supported by Member Kellerman, to award the Art Wunsch Award to Adele Hansen. No discussion; motion carried unanimously.

Next meeting is August 25, 2020 at 10:00 a.m.

**Mid-State Health Network (MSHN)**

Member Johnson reported on the following that was discussed at the Board of Director's meeting.

- Randy's House received \$26,000 in SUD funds.
- Mobile Unit

Next meeting is September 1, 2020 at 5:00 p.m.

**Community Mental Health Association (CMHA)**

Member Kellerman reported that the Executive Board will change their name to Board of Director's. Member Services is working on a Peer Support Award and looking for ideas/suggestions for the rules. More information to come regarding CMHA conferences.

**Communications from the Public**

No communication from the public.

**Adjournment**

Member Johnson adjourned the meeting at 11:50 a.m.

  
\_\_\_\_\_  
Steve Johnson, Chairperson

  
\_\_\_\_\_  
Helen Taube, Secretary