

**Newaygo County Mental Health**  
**Minutes of the Regular Meeting**  
**May 13, 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 10:02 a.m. on Thursday, May 13, 2021 in the Board Conference Room.

Member Parker opened the meeting with prayer.

**Roll Call**

Members Present: Ralph Bell, Sarah Boluyt, Kathy Broome (virtual), Ken DeLaat, Steve Johnson, Catherine Kellerman (virtual), 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, Clinical Director, Andrea Fletcher (virtual), Adele Hansen (former board member) and Shannon Woodside, recording secretary

**Communications from the Public**

Ms. Hansen was visiting from Washington and shared that she is doing well and misses everyone.

**Approval of Agenda**

**Motion** by Member Boluyt, supported by Member Mast, to approve the agenda as presented. No discussion; motion carried unanimously.

**Approval of Regular Minutes**

**Motion** by Member Kolk, supported by Member Boluyt, to approve the minutes of the Regular Board meeting of April 8, 2021 as presented. Discussion took place; motion carried unanimously.

Member Kolk asked to have the minutes amended with a date correction of the next meeting is "April 13, 2021" under Executive Committee. After the May 13, 2021 meeting Shannon Woodside asked for clarification of date from Member Kolk and it was discovered that the requested change was made in error.

**Election of Officers**

Per the minutes of the Executive Committee meeting on April 13, 2021, nominations for election of officers resulted in the following.

Chair: Ken DeLaat

Vice-chair: Sarah Boluyt, Steve Johnson and Todd Koopmans

Secretary: Kathy Broome and Helen Taube

Treasurer: Cathy Kellerman and Susan Twing

*Chair*

Nominations for Chair were presented: Member DeLaat. Chair Johnson requested nominations from the floor times three for the Office of Chair. None received. Nominations were closed.

**Motion** by Member Parker, supported by Member Boluyt, to nominate Member DeLaat as Chair. No discussion; motion carried unanimously.

Chair Johnson stepped down and Chair DeLaat took over the election of officers.

*Vice-chair*

Nominations for Vice-chair were presented: Member Boluyt, Member Johnson and Member Koopmans. Chair DeLaat requested nominations from the floor times three for the Office of Vice-chair. None received. Nominations were closed. Member Koopmans withdrew his name from the nominations.

Roll call vote for Vice-chair:

Bell:	Johnson	Kolk:	Johnson
Boluyt:	Johnson	Koopmans:	Johnson
Broome:	Johnson	Mast:	Johnson
DeLatt:	Johnson	Parker:	Johnson
Johnson:	Johnson	Taube:	Johnson
Kellerman:	Boluyt	Twing:	Johnson

Boluyt: 1 vote  
Johnson: 11 votes

Member Johnson elected as Vice-Chair.

*Secretary*

Nominations for Secretary were presented: Member Broome and Member Taube. Chair DeLaat requested nominations from the floor times three for the Office of Secretary. Member Kellerman requested to be put on the ballot for the Office of Secretary, she was added to the ballot with no objections. Nominations were closed. Member Broome withdrew her name from the nominations.

Roll call vote for Secretary:

Bell:	Taube	Kolk:	Taube
Boluyt:	Taube	Koopmans:	Taube
Broome:	Taube	Mast:	Taube
DeLatt:	Taube	Parker:	Taube
Johnson:	Taube	Taube:	Taube
Kellerman:	Taube	Twing:	Taube

Kellerman: 0 votes  
Taube: 12 votes

Member Taube elected as Secretary.

#### *Treasurer*

Nominations for Treasurer were presented: Member Kellerman and Member Twing. Chair DeLaat requested nominations from the floor three for the Office of Treasurer. None received. Nominations were closed. Member Kellerman withdrew her name from the nominations.

**Motion** by Member Boluyt, supported by Member Johnson, to nominate Member Twing as Secretary. No discussion; motion carried unanimously.

#### **2021 Quality Improvement Plan Presentation**

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

**Motion** by Member Koopmans, supported by Member Taube, to approve the 2021 Quality Improvement Plan, as presented. No discussion; motion carried unanimously.

#### **Directors Update**

Reviewed Director Mills written report, questions were addressed. Additional items discussed.

- Ordering additional vehicles for a total of 5.
- Block grant for a full-time housing coordinator, full-time peer to Adult team and COVID PPE
- SAMHSA grant – in the process of applying for \$1.5 million. We have contracted with IRA in Grand Rapids, they have a 90% success rate in getting SAMSHA grants. If successful, they are paid through the grant. The primary focus of this grant is:
  - In jail services
  - Fund research project
  - Adding up to 3 full-time therapists in the jail
  - Have a peer full-time in the jail to do discharge planning with inmates
  - Have a psychiatrist go into the jail and prescribe psychotropic meds; we would be able to pay for the medications; this will be done through tele-health
  - Social worker working the Sheriff Department helping with crisis in the community
  - Increase access to tele-health – install computers at Empowerment Network, White Cloud library, this includes printers and supplies (both businesses will teach people how to use)
  - Offer social life skill classes in the jail (cooking, budgeting, etc.)
  - Neurofeedback, EMDR, and DBT groups in the jail

#### **Executive Committee**

Reviewed minutes of April 13, 2021.

Board members turned in their committee request forms.

Next meeting is June 8, 2021 at 10:30 a.m.

## **Finance**

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

### *Generator Bids*

**Motion** by Member Twing, supported by Member Koopmans, to approve the purchase and installation of generators from Neiboer Electric in the amount of \$27,311.00, for Dallas, Rex and Morgan homes and authorize the Executive Director to sign all necessary documents for them. Discussion took place; motion carried unanimously.

### *Purchase of Vehicles*

**Motion** by Member Twing, supported by Member Boluyt, to purchase up to five vehicles in an amount not to exceed \$125,000. Discussion took place; motion carried unanimously.

### *Borrowing Resolution for Purchase of 5 Vehicles*

**Motion** by Member Twing, supported by Member Boluyt, to approve the borrowing resolution to finance the purchase of five vehicles through Choice One Bank at a rate not to exceed 3.25% and authorize the Executive Director to sign all necessary documents.

Roll call vote:

Ayes: Bell, Boluyt, Broome, DeLaat, Johnson, Kellerman, Kolk, Koopmans, Mast, Parker, Taube, Twing

Nays: None

Motion carried 11 – 0.

No meeting scheduled.

## **Policy Committee**

Reviewed minutes of May 11, 2021.

### *Approve Policies and Forms*

**Motion** by Member Boluyt, supported by Member Taube, to approve all policies and forms presented in the May 11, 2021 Policy Committee minutes. Discussion took place; motion carried unanimously.

No meeting scheduled.

## **Recipient Rights**

Reviewed minutes of May 10, 2021.

The Virtual Recipient Rights Conference is September 14 - 15, 2021.

Next meeting is August 9, 2021 at 10:00 a.m.

## **Consumer Advisory Committee**

Fishing days will start May 25, 2021 at 11:00 a.m.

No meeting scheduled.

## **Promotion & Education Committee**

Reviewed minutes of May 4, 2021.

### *Art Wunsch Award*

**Motion** by Member Broome, supported by Member Twing, to award the 2021 Art Wunsch Advocacy award to Kathe Scott.

### *Tote Bags*

Reviewed a quote from The Print Shop in Fremont, for tote bags for staff appreciation. The board was in agreement to move forward this. Director Mills will stop in to the shop to look at the actual tote.

No meeting scheduled.

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

Member Johnson and Member DeLaat reported that they have attended Strategic Planning virtually. Discussed the following:

- Saving the public system
- Reorganization - Super PIHP (combine all PIHP's together)
- Strategic goals for better health
- Systemic racism in mental health system

## **Community Mental Health Association (CMHA)**

Member Kellerman reminded board members about the advocacy campaign and contact your legislators.

The Spring/Summer conference will be June 14 – 16 and will be virtual.

## **Other**

Director Mills will not be available for the August 12, 2021, Annual Public Hearing and Board of Directors meeting. She requested to move to August 5, 2021 at 10:00 a.m.


**Motion** by Member Koopmans, supported by Member Twing, to move the Annual Public Hearing and Board of Directors meeting from August 12, 2021, 10:00 a.m. to August 5, 2021, 10:00 a.m. Discussion took place; motion carried unanimously.

## **Communications from the Public**

No communication from the public.

## **Adjournment**

**Motion** by Member Parker, supported by Member Boluyt, to adjourn the meeting at 11:59 a.m. No discussion; motion carried unanimously.

  
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Ken DeLaat, Chairperson  
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Helen Taube, Secretary