

**Newaygo County Mental Health**  
**Minutes of the Regular Meeting**  
**September 10, 2020**  
**10:00 a.m.**

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**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, September 10, 2020 in the Board Conference Room.

Member Kellerman opened the meeting with prayer.

**Roll Call**

Members Present: Ralph Bell, Sarah Boluyt, Kathy Broome (via Zoom), 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; 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 additions to 6. Special Board of Directors Minutes of August 25, 2020 and 9.2.11 Reconfiguration of the IT area. No discussion; motion carried unanimously.

**Approval of Annual Public Hearing Minutes, Regular Minutes and Special Minutes**

**Motion** by Member Parker, supported by Member Mast, to approve the minutes of the Annual Public Hearing and Regular Board meeting of August 13, 2020 and Special Minutes of August 25, 2020. No discussion; motion carried unanimously.

**Consumer Art Award**

The Board of Directors presented to Autumn S. a check for \$100 and a certificate for her beautiful painting. Congratulations Autumn!

**Directors Update**

Reviewed Director Mills written report, questions were addressed.

**Executive Committee**

Reviewed minutes of September 1, 2020.

Next meeting is October 6, 2020 at 10:00 a.m.

## Finance

Reviewed minutes of September 8, 2020.

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

### *Check Register*

98634	Montcalm Care Network	\$511.19; This is for assessments for DD population.
98652	Verizon	\$432.32; This is for jet packs that allow staff to connect to the internet.
98743	Miller, Johnson, Snell & Cummiskey, PLC	\$250.00; This for a subscription that allows us to keep up to date on new policies and forms during COVID-19.

### *Cash Statement*

No Questions.

### *Financial Report*

- Miscellaneous is a combination of grants and Arbor Circle.
- The Equipment amount is high due to over 40 new laptops and a new server.

### *Health Insurance Waiver/Public Act 152*

**Motion** by Member Twing, supported by Member Kolk, to approve the Health Insurance Law Waiver in accordance with Public Act 152 of 2011 section 8, I move that the Newaygo County Mental Health Board, as a public employer defined in section 2(f) of the Act, exempt itself from the requirements of PA 152 of 2011 for the fiscal year 2020-2021. No discussion; motion carried unanimously.

### *Fiscal Year 2020 Amended Budget*

**Motion** by Member Twing, supported by Member DeLaat, to approve the Amended Budget for Fiscal Year 2020 as presented, and that the Executive Director and the Chief Operating Officer are authorized to change line items within the total budget allocation. Discussion took place; motion carried unanimously.

### *Fiscal Year 2021 Initial Budget*

**Motion** by Member Twing, supported by Member Boluyt, to approve the Initial Budget for Fiscal Year 2021 as presented, and that the Executive Director and the Chief Operating Officer are authorized to change line items within the total budget allocation. Discussion took place; motion carried unanimously.

### *Fiscal Year 2020 Contract List*

**Motion** by Member Twing, supported by Member Taube, to approve the Contract List for Fiscal Year 2020. Discussion took place; motion carried unanimously.

### *Performance Based Compensation*

**Motion** by Member Twing, supported by Member Boluyt, to approve the Performance Based Compensation as presented. Discussion took place; motion carried unanimously.

*Fiscal Year 2021 Medicaid Subcontract*

**Motion** by Member Twing, supported by Member Kellerman, to authorize the Executive Director to sign the Mid-State Health Network and Community Mental Health Program Managed Mental Health Supports and Services Contract for Fiscal Year 2021. Discussion took place; motion carried unanimously.

*Reconfiguration of IT Area*

**Motion** to authorize the Executive Director to purchase furniture in the amount of \$27,667.00 for the reconfiguration of the IT area. Discussion took place; motion carried unanimously.

**Policy Committee**

Reviewed minutes of September 3, 2020.

**Motion** by Member Boluyt, supported by Member Bell, to approve the policies and forms as presented. No discussion; motion carried unanimously.

Next meeting is October 27, 2020 at 10:00 a.m.

**Recipient Rights**

Next meeting is November 9, 2020 at 10:00 a.m.

**Consumer Advisory Committee**

No meeting scheduled.

**Promotion & Education Committee**

Reviewed minutes of August 25, 2020.

No meeting scheduled.

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

Member Johnson and Member DeLaat reported on the following:

- Proposed budget of \$683,000,000. This is a \$22,000,000 increase.
- PA2 dollars of 4.6 million, but they hold 2 million in reserve.
- They fully funded their ISF.
- Staff are working 100% remotely except for 1 person
- Review of contracts: Arbor Circle is projected to receive \$261,000, which is an \$88,000 cut; NCRESA to receive \$102,000, which is \$7,000 less than previous year; Randy's House to receive \$0, previous year was \$26,000.
- Passed additional \$2 per hour for Direct Care Workers. This is coming from unspent COVID dollars.

**Community Mental Health Association (CMHA)**

Member Kellerman reported on the following for Member Services and Officers Meeting:

- The Executive Board is now the Board of Directors and the Officers are the Executive Committee.
- Fall Conference will have two tiers for registration.
- A virtual regional breakfast is being considered; Sanilac CMH agreed to host this to test it out.


**Communications from the Public**

No public comment.

**Adjournment**

Motion by Member Twing, supported by Member Johnson, to adjourn the meeting at 12:00 p.m.

  
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Steve Johnson, Chairperson

  
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Helen Taube, Secretary