

**Newaygo County Mental Health
Minutes of the Regular Meeting
November 14, 2019
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, November 14, 2019 in the Board Conference Room.

Member Twing opened the meeting with prayer.

Roll Call

Members Present: Ralph Bell, Sarah Boluyt, Kathy Broome, Ken DeLaat, and Michael Hamm (arrived 10:05 a.m.), Steve Johnson, Catherine Kellerman, Bryan Kolk, Todd Koopmans, Helen Taube and Sue Twing

Members Excused: Adele Hansen

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 Bell, to approve the agenda as presented. No discussion; motion carried unanimously.

Approval of Regular Minutes

Motion by Member Boluyt, supported by Member Broome, to approve the minutes of the Regular Board meeting of October 10, 2019. No discussion; motion carried unanimously.

Presentation

Andrea Fletcher, presented on CARF. The following was presented and questions addressed.

- How do we prepare for a survey
- CARF Surveyors
- What happens while surveyors are on site
- Applicable standards
- CARF interviews
- What happens after survey – Exit Survey
- Survey outcome
- Quality Improvement Plan

Director's Update

Director Mills written report was reviewed with questions addressed.

Executive Committee

Reviewed minutes of November 7, 2019.

Mid-State Health Network Operating Agreement

Motion to approve Mid-State Health Network Operating Agreement and authorized the Executive Director to sign the agreement, as presented. Discussion took place; motion carried unanimously.

Finance

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

Check Register

96401 Empowerment Network	\$12,799.58; This is for two payments that is given each fiscal year.
96422 Enchanted Acres	\$ 610.00; This is for wood that was needed by a consumer to heat their home, funded through Wraparound.
96442 Stuart Wilson	\$ 3,400.55; This is for self-determination; monthly charge for each consumer that is enrolled.
96475 Zoom	\$ 5,353.55; This is for telepsych; 3 year license.
96554 Wilson & Wynn	\$ 780.00; This is for contracted assessments and written behavior plans that in the ABA plan.
96611 Spectrum Health Big Rapids	\$ 50.00; This is a co-pay for worker's compensation.

Cash Statement

No questions.

Community Mental Health Association of Michigan Membership Dues

Motion to approve Community Mental Health Association of Michigan Fiscal Year 2019-2020 membership dues in the amount of \$10,064.00, as presented. Discussion took place; motion carried unanimously.

Policy Committee

No meeting scheduled.

Recipient Rights

Reviewed minutes of November 11, 2019. Member Bell shared that two of the committee members will be resigning at the end of this year.

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

Consumer Advisory Committee

Reviewed minutes of October 24, 2019.

Next meeting is scheduled January 23, 2020.

Promotion & Education Committee

Reviewed minutes of November 8, 2019.

No meeting scheduled.

Mid-State Health Network

Member Johnson reported on the following from the November 5, 2019 meeting.

- Audit: Good financial shape
- Eaton Behavioral Health ceased operation on October 21, 2019 as an SUD provider.
- Mobile Unit will be making its debut in 2020.

CMHAM

Steering Committee and Member Services have upcoming meetings.

Closed Session

Motion by Member Boluyt, supported by Member Kolk, to enter into Closed Session to discuss personnel issue; to include Carol Mills, Nicole Haney and Shannon Woodside, recording Secretary. A roll call vote was taken:

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

Nays: None

Recuse: Hamm

Absent: Hansen

Member Hamm recused himself of entering into Closed Session.

Motion carried; 10 – 1. Entered into Closed Session at 11:48 a.m.

Entered into Open Session at 12:00 p.m.

Motion by Member Kolk, supported by Member DeLaat, to recommend Director Mills to attend Director's Training in place of Michigan Department of Health and Human Services Recipient Rights Basic Skills Training, Part II. No discussion took place; motion carried unanimously.


Communications from the Public

No communication from the public.

Adjournment

Chair Johnson adjourned the meeting at 12:02 p.m.


Steve Johnson, Chairperson


Sarah Boluyt, Secretary