

**Newaygo County Mental Health  
Minutes of the Regular Meeting  
July 10, 2018  
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 Tuesday, July 10, 2018 in the Board Conference Room.

Member Kellerman opened the meeting with prayer.

**Roll Call**

Members Present: Ralph Bell, Sarah Boluyt, Kathy Broome, Michael Hamm, Adele Hansen, Steve Johnson, Catherine Kellerman, Bryan Kolk, Albert Steil, Helen Taube and Susan Twing

Members Excused: Todd Koopmans

Others Present: Director Geoghan, Carol Mills, Chief Operating Officer; and Shannon Woodside, recording secretary

**Communications from the Public**

No communication from the public.

**Approval of Agenda**

**Motion** by Member Kolk, supported by Member Steil, to approve the agenda as presented. Motion carried unanimously.

**Approval of Minutes**

**Motion** by Member Boluyt, supported by Member Steil, to approve the minutes of the Regular Board meeting of June 12, 2018. Motion carried unanimously.

**Presentation**

Wendi Selmon, Associate Director of Children and Family Services presented on Trauma Informed Culture. The Trauma team works to improve our agency's internal culture and then extend that to the community. What is Trauma? It is an event that has to be experienced, it has a profound effect on an individual and it's always defined by that individual. The Trauma team has presented to the Sheriff's Department and to schools within Newaygo County. This is a simple trauma awareness that is being presented with the hope that the County becomes a trauma informed County.

**Director's Update**

Director Geoghan reviewed his written report presented in 8.0. Discussion took place.

## **Executive Committee**

Reviewed Minutes of June 28, 2018.

### *Executive Director Evaluation*

**Motion** by Member Kellerman, supported by Member Boluyt, to accept the Executive Director evaluation, scored at 100% satisfactory. Discussion took place; motion carried unanimously.

## **Finance**

Reviewed minutes of June 28, 2018.

Check Register, Cash Statement and May Financials were reviewed with the following inquiries addressed by Carol Mills, Chief Operating Officer.

### *Check Register*

92781 Neumann Law Group	\$ 3,100.00; This amount is for the opinion that will be divided among the participating CMH's.
92870 Lighthouse Title Company	\$26,232.33; This amount is the 20% of the full purchase price for Morgan home.
92872 Fremont Ford Mercury	\$20,450.00; This amount is for the new car that replaced the car that was totaled.
92900 Gryphon Place	\$ 1,650.00; This amount is for our on-call phone service.

### *Cash Statement*

No questions.

### *May Financials*

Received performance incentive payment and we should receive it again next year.

### *Purchase of Server Equipment*

**Motion** by Member Taube, supported by Member Kolk, to purchase server equipment for the purchase price of \$93,842.89 and to authorize the Executive Director to execute all documents necessary to complete this purchase. Discussion took place; motion carried unanimously.

### *Repair of Fremont Parking Lot*

**Motion** by Member Taube, supported by Member Steil, to approve In-Depth Excavation to repair Fremont Parking lot to include Base Repair and Option 2: Add Additional Catch Basin for approximately \$44,000. Discussion took place; motion carried unanimously.

### *2018 Compliance Audit*

**Motion** by Member Taube, supported by Member Broome, to approve the 2018 Compliance Audit. Discussion took place; motion carried unanimously.

## **Policy Committee**

Reviewed policy 3.HR.216 Employee Benefits – MERS Health Care Savings Program.

**Motion** by Member Boluyt, supported by Member Kellerman, too approve policy 3.HR.216 Employee Benefits – MERS Health Care Savings Program. Discussion took place; motion carried unanimously.

Next meeting is August 21, 2018 at 2:30 p.m.

**Recipient Rights**

Reviewed policy 9.RR.101A Confidentiality/Disclosure Procedure and form F9191.10 Law Changes Regarding Sharing of Mental Health Information.

**Motion** by Member Bell, supported by Member Steil, to approve 9.RR.101A Confidentiality/Disclosure Procedure and F9191.10 Law Changes Regarding Sharing of Mental Health Information. Discussion took place; motion carried unanimously.

Next meeting is scheduled for August 9, 2018 at 10:00 a.m.

**Consumer Advisory Committee**

Representative Holly Hughes spoke at Empowerment Network and addressed questions that Member Broome sent to her in advance.

Project Fresh – you can use a bridge card to purchase fresh produce at farmer markets. This is mainly used for senior citizens but if there is funds left over consumers would be able to utilize this. The issue is there is no one to manage it in Newaygo County for our consumers to be able use this. Empowerment Network is willing to help with this and looking to partner with another local organization.

Next meeting is August 23, 2018 at 12:30 p.m.

**Promotion & Education Committee**

No meeting scheduled.

**Search Committee**

Reviewed minutes of June 19, 2018 and June 28, 2018.

**Motion** by Member Broome, supported by Member Twing to enter into Closed Session for the purpose of Executive Director position, to include Director Geoghan and Shannon Woodside, recording secretary. A roll call vote reflected the following:

Ayes: Bell, Boluyt, Broome, Hamm, Hansen, Johnson, Kellerman, Kolk, Steil, Taube, Twing  
Nays: None  
Absent: Koopmans

Motion carried unanimously; entered into closed session at 11:33 a.m. and returned to open session at 11:47 a.m.

**Motion** by Member Hansen, supported by Member Taube, to offer the Executive Director position to Carol Mills. Discussion took place; motion carried unanimously.

**Mid-State Health Network**

Member Johnson gave a brief update on the following:

- Saginaw will be paying the loan back.
- Internal Service Fund

**CMHAM**

No update.

**Communications from the Public**

No Communication from the public.

**Adjournment**

Chair Johnson adjourned the meeting at 12:01 p.m.

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Steve Johnson, Chairperson

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Sarah Boluyt, Secretary