



Administrative Office, 105 Hall Street, Suite A, Traverse City, MI 49684

Board of Director's Meeting Minutes

July 15, 2010

6:30 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health, 204 Meadows Drive, Grayling with video conference to 105 Hall Street, Traverse City, Michigan. Called to order at 6:36 p.m. by Melissa Fournier.

Board Members Present: Grayling - Dave Stephenson, Jack Mahank, Melissa Fournier, Don Halvorsen, Bill Ancel, Al Cambridge, Jane Whitney, Mary Lee Pakieser and Juanita Farr. Traverse City - Nina Zamora, Helen Stimson, Pat McLaughlin, Frank Tosiello and Beth Friend.

Board Members Absent: Les Barnes (advance notice) and David Marshall (advance notice).

Others Present: Grayling - Greg Paffhouse, Chief Executive Officer; Deb Lavender, Executive Secretary; Mary Hubbard, Chief Operations Officer for Children and Families; Bruce Bridges, Chief Financial Officer; and Jonathan Bennett, Recipient Rights Officer. Traverse City – Terri Kely, Chief Operations Officer for Grand Traverse and Leelanau Counties; Jane Swartout, Compliance Officer; David Branding, Quality Improvement Director and David Martin, Catholic Human Services.

The Pledge of Allegiance was spoken.

Mary Lee Pakieser was appointed as timekeeper. Confirmation of a Quorum.

2. APPROVAL OF AGENDA: Add MCAC PIHP Policies for Review under the MCAC Report.

MOTION:	Approve the Agenda of July 15, 2010 as presented.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Don Halvorsen

3. CONFLICT OF INTEREST DECLARATION:

No Board members declared a conflict of interest for tonight's business.

4. CONSENT AGENDAS – MANAGEMENT AND BOARD:

A. Consideration of Management Consent Agenda.

MOTION:	Approve the Management Consent Agenda of July 15, 2010.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Mary Lee Pakieser

B. Consideration of Board Consent Agenda-Request for removal of item # 6 CEO Report.

MOTION:	Approve the Board Consent Agenda of July 15, 2010 items 2-5.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Dave Stephenson

Reference was made to the final dates for the County Commission meetings included in the CEO Report. Board members identified whether they would be attending their respective county meetings. Greg identified that the County Commission Survey will be provided in advance of the commission meetings and County Commissioners are to complete. Copies of the blank survey to be completed and last year's results of the survey were provided for commissioner Board members.

Greg referenced a folder, provided to each board member tonight, containing a Draft Concept Paper for Jail Services; Attorney General Opinion 723; Senate Bills 1103 and 1104; and other material from the Department of Community Health. His intent is to provide to the counties in advance. He identified that he would like to present the concept paper for some discussion at the six meetings and to have further discussion next month with the Board. Greg reviewed the narrative that addresses where the money would come from and the challenges towards the local fund. Greg identified that this will require meetings with each of the Sheriffs and he has been drafting an agreement that would describe the relationship regarding jail services to persons that are inmates. The agreement would be customized by county. Greg reported that he learned that the former Great Lakes CMH had language in their Enabling Resolution committing to provide jail services for all persons in Grand Traverse and Leelanau Counties. The language was not included in the Enabling Resolution for Northern Lakes CMH and the change was without the county's knowledge. (NOTE FOR THE RECORD: Subsequent to this meeting the NLCMH Enabling Resolution was reviewed and language continuing jail services had been included.)

Greg identified that we are trying to craft a policy position that will work locally. The discussion at the county meetings will be around the Annual Report Performance; budget discussions; County Commission Survey; and Jail Services. It is preferable that the surveys be completed prior to the meeting. Greg noted that we need to make this work locally. He shared that the proposal is for a one-year period and will use most of our uncommitted local fund dollars. The Board will want to identify their agreement or lack thereof to this proposal next month. Will include a brief note with the concept paper that is sent to the counties noting it is as draft only for discussion.

MOTION:	Receive and File the Chief Executive Officer's Report.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Don Halvorsen

5. OWNERSHIP LINKAGE:

A. *Citizen Comment*

None.

B. *Ownership Communication*

Working to set up a date with Crawford AuSable Schools and NLCMH staff to meet the end of August.

6. CANDIDATES FOR ELECTED OFFICE:

No other candidates were in attendance.

7. CONSIDERATION OF PIHP ITEMS:

Reference was made to the 2009-10 Performance Improvement Project Report for Improving the Penetration Rates for Children that the percentage score of critical elements met was 90% with the evaluation elements met of 76%.

MOTION:	Receive and File Items 7, 9 and 10 Under Consideration of PIHP Items: Joint Affiliation Meeting Report, HSAG Performance Improvement Project Report, and HSAG Compliance Monitoring Plan of Correction.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Mary Lee Pakieser

Managed Care Advisory Committee Report – Minutes of the July 13 meeting were distributed. Greg provided an update on the budget situation with the Northwest CMH Affiliation. Identified there are bills about the reduction of CMHs from 46 to 18 and about geographic continuity which would have big impact on CMH’s and affiliations that are not bordering their counties to one another. Had discussion about the importance of maintaining a relationship with the surrounding CMHs.

MOTION:	Approve the Northwest CMH Affiliation Policies V-A-01 through V-A-08.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Mary Lee Pakieser

Two Contract Amendments were written for the Operating Agreements between NLCMH as the PIHP with West Michigan CMH and Northern Michigan Substance Abuse Services. These spell out passing through the Adult Benefit Waiver Contract. The Board identified that they would like to review next month.

MOTION:	Receive and File the Managed Care Advisory Committee Minutes of July 13, 2010.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Don Halvorsen

8. ASSURANCE OF ORGANIZATIONAL PERFORMANCE:

A. Receipt of CEO Monitoring Report

Policy 1-2-07 Continuity of Executive Functions – The Board identified that we are in full compliance. Provided an update on additional discussion, between Melissa and Greg, relative to continuity of executive functions.

MOTION:	Approve to Receive and File the Board Evaluation to Policy 1-2-07 Continuity of Executive Functions Showing the Board is in Full Compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Mary Lee Pakieser

B. New Operational Worries

None.

C. July Monitoring Assignment

Monitoring Report 1-2-04 Financial Management should be completed and turned in. It was noted that the report was very detailed and informational.

9. BOARD MEANS SELF-ASSESSMENT:

A. Receipt of Board Monitoring Report

Policy 1-4-03 Delegation of Management Powers to the CEO – The Board asked the CEO to provide comments whether the Board does a good job in regards to delegation. Greg identified that the Board is respectful of their role as Board members and do not make unreasonable demands of his time.

MOTION:	Accept the Monitoring Report for Policy 1-4-03 Delegation of Management Powers to the CEO (Direct Inspection) showing the Board is in Full Compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Jack Mahank

B. July Monitoring Assignment

Monitoring Report 1-4-01 Unity of Control (Direct Inspection) to be completed and turned in.

10. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

A. Ends

None.

B. Executive Limitations

None.

C. Board/CEO Linkage

Audit Committee Update – The Audit Committee minutes of July 13 were distributed. The proposal for financial and compliance audits will be sent out to six different companies and will also be advertised. Reviewed proposed changes. Will bring back next month.

D. Governance Process/Ownership Linkages

Quarterly Compliance Report

MOTION:	Accept the Quarterly Compliance Report as provided to us.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Lee Pakieser
SECONDER:	Juanita Farr

Semi-Annual Recipient Rights Report – It was noted the colored graphs were much easier to read.

MOTION:	Accept the Semi-Annual Recipient Rights Report.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Juanita Farr
SECONDER:	Bill Ancel

11. OWNERSHIP LINKAGE:

A. Citizen Comment:

None.

12. ANNOUNCEMENTS/BOARD MEMBER REPORTS:

- Recipient Rights Advisory Committee/Appeal Hearing was held on Tuesday.
- Consumer presentation at NMSAS Meeting.
- Will continue with candidate presentations for the House and the Senate after the primary to participate in the Committee of the Whole or Board meeting – Traverse City area.

13. MEETING EVALUATION:

- #1- We spent our time on the most important governance topics: majority was excellent
- #2- We encouraged diversity of viewpoints: majority was excellent
- #3- Our decisions were made collectively: majority was excellent
- #4- The Board used its time effectively: majority was excellent/satisfactory
- #5- What is the most important thing the Board could do to improve our function as a Board? Not discussed.

14. NEXT MEETING AGENDA:

Agenda items for the August 19 meeting to be held in Traverse City – ABW Contracts; FY 10 Amended Budget; FY 11 Initial Budget; and FY 10 Compliance Audit Report.

Article by the National Council of Behavioral Health Care – put on the agenda for September at the Committee of the Whole meeting.

15. ADJOURNMENT:

MOTION:	Adjourn the meeting.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jack Mahank
SECONDER:	Al Cambridge

The meeting adjourned at 7:52 p.m.

Respectfully Submitted,

Melissa Fournier, Chairperson

Dave Stephenson, Board Secretary

Debra Lavender, Recording Secretary