



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

Board of Director's Meeting Minutes

February 17, 2011

6:00 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health, 204 Meadows Drive, Grayling with video conference to 105 Hall Street, Traverse City, Michigan. Melissa Fournier called the meeting to order at 6:03 p.m.

Board Members Present: Grayling - Dave Stephenson, Melissa Fournier, Juanita Farr, Don Halvorsen, Bill Ancel, Les Barnes. Traverse City - Pat McLaughlin, David Marshall, Jane Whitney, Nina Zamora, Frank Tosiello, and Rob Hentschel.

Board Members Absent: Helen Stimson (advance notice), Jack Mahank (advance notice), Al Cambridge (advance notice) and Mary Lee Pakieser (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; Dave Branding, Chief Managed Care Officer; Kevin Hartley, Quality Improvement Director; Jon Bennett, Recipient Rights Officer. Traverse City - Tom Denton, Human Resource Officer and Keith Huggett, Information Systems Manager.

The Pledge of Allegiance was spoken. Don Halvorsen was appointed timekeeper. Confirmation of a Quorum.

2. APPROVAL OF AGENDA:

MOTION:	Approve the Agenda of February 17, 2011 as written.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Les Barnes
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 February 17, 2011.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Juanita Farr

B. Consideration of Board Consent Agenda.

MOTION:	Approve the Board Consent Agenda of February 17, 2011 as presented.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Les Barnes
SECONDER:	Don Halvorsen

5. OWNERSHIP LINKAGE:

A. Citizen Comment

None.

B. Ownership Communication

Melissa reported on action taken in response to the communication she brought to the Boards attention last month. She attended a meeting along with Greg and Terri with Judy Williams from the Northwest Michigan Health Services. Greg identified it was a very good initial meeting and we plan to attend the April Board meeting in Manistee to talk about integration from a behavioral health perspective. The CMH Directors from Manistee-Benzie, West Michigan and an additional person from Northern Lakes will likely attend.

6. CONSIDERATION OF PIHP ITEMS:

Dave Branding mentioned that both CMHSPs have responded to the MDCH Plan of Correction and he has the opportunity, by doing a desk audit, to look at the material submitted. He noted that this desk audit will be less costly and allows him to look at the material over the course of the year and substantiate the implementation of the plan of correction. He noted that there was a change in the Substance Abuse Provider Network in Mason, Lake and Oceana Counties. NMSAS has a timely response to that opening in the provider network and are working aggressively to fill that in the next month through an RFP process. There was discussion about decreasing the number of audits. Greg referenced the Advocacy Plan by the MACMHB, which advocates for decreasing the number of audits. There has to be a way to find some efficiencies or different ways to accomplish. There may be some ways to accomplish the same accountability outcome but in a way to be more efficient. Greg identified that there has been some discussion about deemed status and whether some of those other reviews be honored if your accredited.

7. ASSURANCE OF ORGANIZATIONAL PERFORMANCE:

A. Receipt of CEO Monitoring Report

Policy 1-2-04 Financial Management

MOTION:	Approve to Receive and File the Policy 1-2-04 Financial Management.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Les Barnes
SECONDER:	Bill Ancel

B. New Operational Worries

None.

C. February Monitoring Assignment

Monitoring Report 1-2-02 Treatment of Employed Workforce Members should be completed and turned in.

8. BOARD MEANS SELF-ASSESSMENT:

A. Receipt of Board Monitoring Report

Policy 1-3-09 CEO Compensation and Policy 1-3-10 Board Member Conflict of Interest

MOTION:	Approve to Receive and File the Policy 1-3-09 CEO Compensation and 1-3-10 Board Member Conflict of Interest.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Les Barnes
SECONDER:	Don Halvorsen

B. February Monitoring Assignment

Monitoring Report 1-3-05 Meeting Agendas and Schedules should be completed and turned in.

9. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

A. *Ends*
None.

B. *Executive Limitations*

Recipient Rights Advisory Committee Report/Annual Recipient Rights Report – Juanita reviewed the recommendations, to the NLCMH Board of Directors, from the Recipient Rights Advisory Committee. She reported that the Recipient Rights Advisory Committee (RRAC) met on February 1 and had an abbreviated appeals meeting. Referenced the minutes from the meeting included in the packet. Juanita reported that they received information from Detroit-Wayne and Macomb CMH about the use of video surveillance in state hospitals. The RRAC made a motion that the NLCMH RRAC issue a letter to the MDCH Director in support of the letter sent by Board of Directors of Macomb County CMH, Oakland County CMH and Detroit-Wayne CMH. In addition the RRAC advises the NLCMH Board that Mr. Bennett should educate them on this matter and recommend this Board send their own letter to MDCH in support of the position taken by the three Boards. Jon noted that this affects licensed hospital units and residential providers as well. The RRAC wanted Jon to educate the Board and to review those materials. There was brief discussion about how the recently installed external NLCMH security cameras are used. There was a question as to whether legal counsel has reviewed the MDCH position; this has not been done by NLCMH and it is unknown if done by others. Greg identified that should there be interest by the Board to pursue with legal counsel that we will do so. Concern was noted about the language in the Mental Health Code being out of date. Melissa identified that the Board needs to consider the RRAC recommendation that we consider training from Jon regarding issue of video surveillance in state hospitals and what that means. We could also send a letter of support of the efforts that are happening in that area already. Rob asked if we could request a legal opinion and place in the packet to be part of the discussion.

MOTION:	Place on a future agenda a training or discussion by ORR about the issue of security or surveillance cameras and Section 724 of the Michigan Mental Health Code.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Les Barnes

MOTION:	Accept the 2010 Annual Recipient Rights Report as presented.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Les Barnes

MOTION:	Accept the recommendations to the Governing Board from the Recipient Rights Advisory Committee as indicated on page 59, Section 4.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Les Barnes

C. *Board/CEO Linkage*
None.

D. *Governance Process/Ownership Linkages*
FY 10 NLCMH QAPIP Report

MOTION:	Receive and File the FY 10 NLCMH QAPIP Report.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Juanita Farr
SECONDER:	Pat McLaughlin

MOTION:	Approve the FY 11 NLCMH QAPIP Plan.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Juanita Farr
SECONDER:	Don Halvorsen

MACMHB Officer Nominations – Greg reported that the regional meeting occurred yesterday, at the MACMHB Conference, and the following nominations were identified from the region: Ed Woods for President, Steffan Taub for First Vice-President, Liz O’Dell for Second Vice-President, Alexis Kaczynski for Treasurer and no nomination for Secretary. No action was taken to change the nominations. Elections will be made at the May Conference.

10. OWNERSHIP LINKAGE:

A. *Citizen Comment:*
None.

11. ANNOUNCEMENTS/BOARD MEMBER REPORTS:

- Recipient Rights Advisory Committee Report/Minutes – reviewed previously during the meeting.
- Board members shared comments regarding the MACMHB Winter Conference that was held over the last few days in Lansing: How to Become a Better Board Member; speakers were good presenters and very informative; encouraged others to attend conferences; best conference in years and speakers were fantastic.
- Greg reported that the Governor presented his budget today and he received an e-mail prior to our meeting summarizing what the Department Director has reported as the reductions that are within the State’s budget for Community Mental Health and Substance Abuse. Identified as follows:
 - FY 11 budget is trending \$300,000 for the positive
 - 3% reduction in Community Mental Health General Fund line
 - Reduce Earmarks 15% (multi-cultural)
 - Eliminate State Subsidy of criminal background checks for providers
 - Reduce Substance Abuse State Disability Assistance 10%
 - Related to Medicaid an increase based on 3% caseload increase for FY 12
 - Other areas of interest to CMH and Health Partners the Healthy Michigan Fund 10% reduction
 - Local Public Health 5% reduction
 - Aging Services, Community Services, Nutrition Services, Volunteer Programs 9% reduction
 - Other Savings - Inclusion of Behavioral Drugs to Preferred Drug ListAnnounced the three metrics – DCH that will be measured publicly – percent of clients having a reduction in substance abuse; number of people per 1,000 that receive services through the mental health system; percent of persons starting services within 14 days of non-emergency face to face. Administratively we will need to look at how we will address reductions for FY 12.
- Greg referenced the Advocacy Plan #21 and 22 in packet.
- Greg encouraged Board members to consider contributing to CMH-PAC.
- Greg reported we will be organizing a meeting likely in Cadillac involving Board members and staff from the Northwest Michigan area inviting Senator Booher and other legislators to have a discussion. That would include West Michigan CMH, Manistee-Benzie CMH, possibly North Country CMH as a way of deepening relationships that we have at a time where most of the elected officials are new.
- Referenced #23 that was published in Grand Traverse Insider as the Guest Editorial in regards to address the issue of violence.
- Next month will respond to consultation with the Mental Health Court.

12. CLOSED SESSIONS:

Melissa identified The Open Meetings Act provides for the opportunity to consider a closed session "To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained". This would require a motion and a 2/3 roll call vote.

MOTION:	To go into closed session to consider the purchase or lease of real property.
RESULT:	A Roll Call Vote Was Taken. Vote: Yes – Stephenson, Tosiello, Farr, Halvorsen, Ancel, Barnes, McLaughlin, Hentschel, Marshall, Whitney and Fournier. No – None. ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Pat McLaughlin

Went into closed session at 7:00 p.m. Came out of closed session at 7:16 p.m.

The meeting was called back to order.

MOTION:	To instruct the CEO with our Attorney to Pursue Purchase of the Tilton Road Home with purchase price not to exceed \$170,000.
RESULT:	A Roll Call Vote Was Taken. Vote: Yes – Tosiello, Farr, Halvorsen, Ancel, Barnes, Zamora, McLaughlin, Hentschel, Marshall, Whitney, Stephenson and Fournier. No – None. ADOPTED [UNANIMOUS]
MOVER:	Rob Hentschel
SECONDER:	Pat McLaughlin

MOTION:	To go into closed session for Strategy and Negotiation Sessions Connected with the Negotiation of a Collective Bargaining Agreement.
RESULT:	A Roll Call Vote Was Taken. Vote: Yes –Farr, Halvorsen, Ancel, Barnes, Zamora, McLaughlin, Hentschel, Marshall, Whitney, Stephenson, Tosiello and Fournier. No – None. ADOPTED [UNANIMOUS]
MOVER:	Juanita Farr
SECONDER:	Dave Stephenson

Went into closed session at 7:23 p.m. Came out of closed session at 7:49 p.m.

The meeting was called back to order.

13. MEETING EVALUATION:

- #1- We spent our time on the most important governance topics: majority was satisfactory.
- #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 satisfactory.
- #5- What is the most important thing the Board could do to improve our function as a Board? None.

14. NEXT MEETING AGENDA:

Agenda items for the March 17, 2011 meeting to be held at the Traverse City Office: Financial Audit Report for Committee of the Whole and will be an action item on the agenda; Preliminary Agency Performance Evaluation to present and bring back in April.

15. ADJOURNMENT:

MOTION:	Adjourn the meeting.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Don Halvorsen
SECONDER:	Juanita Farr

The meeting adjourned at 7:52 p.m.

Respectfully Submitted,

Melissa Fournier, Chairperson

Dave Stephenson, Board Secretary

Debra Lavender, Recording Secretary