

**Board of Director's Meeting
Minutes**

OCTOBER 18, 2018

2:30 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health Authority, 105 Hall Street, Traverse City, Michigan. The meeting was called to order at 2:32 p.m.

Board Members Present: Pam Babcock, Betty Bushey, Randy Kamps, Mary Marois, Gary Stefanko, Al Cambridge, Dave Stephenson, Nina Zamora, Nicole Miller, Michael MacCready, Dean Vivian, Rose Denny and Carol Crawford.

Board Members Absent: Ty Wessell (advance notice) and Lorelei King (advance notice).

Others Present: Karl Kovacs, Chief Executive Officer; Deb Lavender, Executive Secretary; Joanie Blamer, Chief Population Officer for Adults with Mental Illness; Lauri Fischer, Director of Finance; Andy Babcock; Harold Meeuwes, Building and Grounds Coordinator; Alyssa Nawrot, HR Specialist; Pat Nuffer and Paula McLain.

Confirmation of a Quorum – Yes

Timekeeper – Mary Marois

2. AGENDA:

There were no changes to the Agenda for October 18, 2018.

3. CONFLICT OF INTEREST DECLARATION:

No conflict of interest was declared.

4. CONSENT AGENDA:

A. Consideration of the Consent Agenda

MOTION:	Accept the Consent Agenda for October 18, 2018 as presented.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Marois
SECONDER:	Gary Stefanko

5. OWNERSHIP LINKAGE:

A. Citizen Comment –

Carol reviewed the public comment statement. Pat Nuffer spoke as a parent and asked that the organization consider allowing parents to become part of the treatment team for their family member. Pat shared a book with the board that her family used as a model towards effective treatment that can support their loved one in having a meaningful and productive life.

B. *Ownership Communication* – None

6. CHIEF EXECUTIVE OFFICER’S REPORT:

The Fall Conference is scheduled for October 22nd – 23rd, 2018 at the Grand Traverse Resort. The following Voting Delegates were identified: Karl Kovacs, Mary Marois and Rose Denny. The General Assembly meeting is scheduled for Sunday. Karl referenced his report and a resolution by Leelanau County recognizing October as Substance Abuse Awareness and Prevention Month.

Joanie Blamer responded to a question about the Consumer Advisory Council. The members have been taking on an active role and have been arranging for speakers. More people are interested to see what this is about and what they can obtain from it. Skype is available if needed. Suggested that we reach out to the CAC regarding interest in membership on the RRAC, surveying membership annually and after each meeting.

7. NORTHERN MICHIGAN REGIONAL ENTITY REPORT:

The minutes from the September 26th NMRE Board meeting were provided.

8. ASSURANCE OF ORGANIZATIONAL PERFORMANCE:

A. Receipt of CEO Response to Monitoring Report – 1.0.6 thru 1.0.11 Consumer and Community Ends (Internal Inspection)

MOTION:	The Board has reviewed Policy 1.0.6 thru 1.0.11 Consumer and Community Ends (Internal Inspection) at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Marois
SECONDER:	Gary Stefanko

MOTION:	The Board has reviewed Policy 2.3 Compensation of Employed Workforce (Internal Inspection) at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Randy Kamps

B. *New Operational Worries*
Concerns expressed about a polio like symptom that has been affecting small children in neighboring states with no vaccine.

C. *October Monitoring Assignment*
2.4 Financial Management (Internal Inspection) will complete and turn in.

2.5 Asset Protection (Internal Inspection) will complete and turn in.

11. BOARD MEANS SELF-ASSESSMENT:

A. Receipt of CEO Response to Monitoring Report – None.

B. *October Monitoring Assignment*
3.0 Global Governance Process/Ownership Linkage (Direct inspection) complete and turn in.

4.0 Global Governance/Board CEO Linkage (Direct Inspection) complete and turn in.

12. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

- A. *Ends – None*
- B. *Executive Limitations - None*
- C. *Governance Process/Ownership Linkages*
 - RRAC Minutes – October 2, 2018 – shared a request from Munson about combining RRACs. There was no quorum at the meeting so no action could be taken.

MOTION:	The Board received and filed the RRAC Committee Meeting Minutes – October 2, 2018.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Mary Marois

- D. *Board/CEO Linkage – None*

Karl identified that the Ad Hoc Building Committee had suggested that, as we consider making some changes to office space, the Board meeting be moved to the third floor.

13. OWNERSHIP LINKAGE:

Karl identified that he will follow-up with the public comment and report back to the Board. No additional comment.

14. ANNOUNCEMENTS/BOARD MEMBER REPORTS/BOARD ASSOCIATION INFO:

- The Board applauded the RRAC for their tremendous effort and appreciated Candyce VanderMoere’s support of the Board.
- Randy shared that he has a new grandson born on October 8th.
- Al suggested that we may want to consider having a training on Recipient Rights once we have new Board Members appointed.

15. NOVEMBER AGENDA PLANNING (CADILLAC):

Reviewed the agenda for November and identified that the Nominating Leadership Development Committee meeting is scheduled for November 7th. The NLD will be reviewing many of the items identified for 2019. The next Board meeting will be on November 15th. Board Members are to identify one week in advance if they wish to Skype.

16. 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
- #5- What is the most important thing the Board could do to improve our function as a board? Read packets in advance.

17. ADJOURNMENT:

The meeting adjourned at 3:15 pm

Respectfully Submitted,

Carol Crawford, Chairperson

Lorelei King, Board Secretary

Debra Lavender, Recording Secretary

Draft