

**Board of Director's Meeting
Minutes**

FEBRUARY 21, 2019

2:15 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health Authority, 204 Meadows, Grayling with Skype to 105 Hall Street, Traverse City, Michigan. The meeting was called to order at 3:00 p.m.

Board Members Present: Grayling - Pam Babcock, Betty Bushey, Lorelei King, Sherry Powers, Nina Zamora, Nicole Miller, Randy Kamps, Angela Griffis, and Ben Townsend. Traverse City – Rose Denny and Ty Wessell.

Board Members Absent: Dean Vivian (advance notice), Al Cambridge (advance notice) and Mary Marois (advance notice).

Others Present: Grayling - Karl Kovacs, Chief Executive Officer; Deb Lavender, Executive Secretary; Dan Mauk, Chief Information Officer; Tracy Rosinski, Director of Recipient Rights; Joanie Blamer, Chief Population Officer for Mental Health Services; Carrie Gray, Chief Population Officer for Intellectual and Developmental Disabilities Services; Becky Vincent, Director of Integrated and Managed Health Services; Lauri Fischer, Director of Finance; Andy Babcock. Traverse City – Kari Barker, Director of Quality and Compliance; Darryl Washington, Program Director, MI Choice Waiver; and Gina Aranki, Child and Family Services.

Confirmation of a Quorum – Yes

Timekeeper – Betty Bushey.

2. AGENDA:

MOTION:	Accept the Board Agenda for February 21, 2019 as presented.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Bushey
SECONDER:	Lorelei King

3. CONFLICT OF INTEREST DECLARATION:

No conflict of interest was declared.

4. CONSENT AGENDA:

A. Consideration of the Consent Agenda

MOTION:	Approve the Consent Agenda for February 21, 2019.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Nina Zamora
SECONDER:	Lorelei King

5. OWNERSHIP LINKAGE:

A. Citizen Comment – Nicole read the public comment expectation.

Gina Aranki, Executive Director, Child and Family Services of Northwest Michigan and Third Level identified that she is grateful for the partnership with NLCMHA. She believes in good communication to move forward with FAST and Wraparound and other opportunities. She noted that for the record she wanted to identify that they were not aware of any issues or situations that were not addressed. She is focused on moving forward with our continued partnership between our organizations and serving our mutual clients and consumers.

B. Ownership Communication – None.

6. CHIEF EXECUTIVE OFFICER'S REPORT:

Reference was made to Karl's written CEO Report. Karl identified that he attended two presentations at the CMHAM Winter Conference regarding Human Trafficking one, at the Pre-Conference and one during the Plenary Session. They were powerful presentations. Karl referenced the Hotline for Human Trafficking to report suspicious activity (888-373-7888). Becky, Joanie, Randy, Lorelei and Darryl Washington attended the conference as well. Karl encouraged Board Members to attend the CMHAM conferences as it is an opportunity to network and better understand our public mental health system. The Secretary of State Offices also have flyers available on Human Trafficking.

Karl provided an update on the renovation of the first floor at our Traverse City Office for Child and Family staff and thanked the Board Ad Hoc Building Committee members.

Karl reported that through the contract with the Grand Traverse County Jail we have placed the LMSW and Peer Support staff. He noted that the feedback from the Jail Administrator is positive.

On February 1 we changed to Microsoft Office 365 including its email system. It is a big change but is small compared to the move to NoLa on June 1. The whole month of May will be dedicated to training staff for the June 1 kickoff of NoLa. The Intacct system which is a general ledger system became effective February 1 and is working well.

Karl and Northern Lakes have been appointed as a guardian for a consumer in Crawford County and for one in Grand Traverse County. He identified that this creates a conflict of interest because we are the guardian and the service provider. He noted that anyone who knows of someone or is interested in being a guardian to please contact him. It was suggested to contact churches, ministries, Love Inc, etc. to place on their bulletins or other information.

7. NORTHERN MICHIGAN REGIONAL ENTITY REPORT:

The minutes of the January 23 meeting were not received. Randy noted that the main focus is the expansion of the health home. The NMRE CEO is involved in the definition of rural and urban. Our PIHP is in good shape and continues to refine systems and make better connections. The NMRE will be meeting in April with Judge Powers and the Chairman of the Grand Traverse County Commission to discuss items related to how we can better work together. Lorelei commented on the workshops she attended at the CMHAM Conference. She suggested that we request the handout identifying the differences from the PIHP versus the private insurance. Another issue is to try to get our legislators educated and that we advocate about our public mental health system. Karl referenced the PA2 tax revenue and that there is money available at the local level

to generate a campaign for substance abuse disorder education and prevention activities.

8. ASSURANCE OF ORGANIZATIONAL PERFORMANCE:

- A. Receipt of CEO Response to Monitoring Report – 2.4 Financial Management (Internal Inspection)

MOTION:	The Board has reviewed Policy 2.4 Financial Management at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lorelei King
SECONDER:	Betty Bushey

- B. New Operational Worries
None.

- C. February Monitoring Assignment
2.2 Treatment of Employed Workforce Members (Internal Inspection) will complete and turn in.

9. BOARD MEANS SELF-ASSESSMENT:

- A. Receipt of CEO Response to Monitoring Report – 3.9 CEO Compensation (Direct Inspection)

MOTION:	The Board has reviewed Policy 3.9 CEO Compensation at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Rose Denny

- 3.10 Board Member Conflict of Interest

MOTION:	The Board has reviewed Policy 3.10 Board Member Conflict of Interest at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Nina Zamora
SECONDER:	Betty Bushey

- B. February Monitoring Assignment
3.5 Meeting Agendas and Schedules (Direct inspection) complete and turn in. Change in policy to reflect meeting in Leelanau County in August.

10. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

- A. Ends – None
- B. Executive Limitations – Ty will develop a draft policy for the April meeting.
- C. Governance Process/Ownership Linkages
- Review and Approve Board By-Laws

MOTION: The Board approved the Board By-Laws.
RESULT: ADOPTED [UNANIMOUS]
MOVER: Nina Zamora
SECONDER: Randy Kamps

- Receive and File 2018 Recipient Rights Annual Report

MOTION: The Board received and filed 2018 Recipient Rights Annual Report.
RESULT: ADOPTED [UNANIMOUS]
MOVER: Lorelei King
SECONDER: Nina Zamora

- Receive and File FY 2018 Agency Performance Assessment and Summary

MOTION: The Board received and filed the FY 2018 Agency Performance Assessment and Summary.
RESULT: ADOPTED [UNANIMOUS]
MOVER: Betty Bushey
SECONDER: Nina Zamora

D. Board/CEO Linkage – None

11. OWNERSHIP LINKAGE: None

12. ANNOUNCEMENTS/BOARD MEMBER REPORTS/BOARD
Discussion earlier in the meeting.

13. MARCH 21 AGENDA PLANNING (TRAVERSE CITY):
Reviewed the agenda for the March 21, 2019 meeting.

14. 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? None.

15. ADJOURNMENT:
The meeting adjourned at 3:41 p.m

Respectfully Submitted,

Nicole Miller, Chairperson

Lorelei King, Board Secretary

Debra Lavender, Recording Secretary