

**Board of Director's Meeting
Minutes**

MARCH 21, 2019

2:15 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health Authority, 105 Hall Street, Traverse City, Michigan. Nicole Miller called the meeting to order at 2:15 p.m.

Board Members Present: Pam Babcock, Betty Bushey, Mary Marois, Sherry Powers, Nicole Miller, Randy Kamps, Ben Townsend, Rose Denny, and Sherise Shively.

Board Members Absent: Dean Vivian (advance notice), Lorelei King (advance notice), Angela Griffis (advance notice), Al Cambridge (advance notice), Ty Wessell (advance notice) and Nina Zamora (advance notice).

Others Present: 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, Lauri Fischer, Director of Finance; Becky Vincent, Director of Integrated and Managed Health Services; Andy Babcock; Doug Nielsen, Maintenance; and Judi Rollings.

Confirmation of a Quorum – Yes

Timekeeper – Betty Bushey

2. AGENDA:

MOTION:	Accept the Board Agenda for March 21, 2019 as presented.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rose Denny
SECONDER:	Betty Bushey

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 March 21, 2019 with the exception of the financial statements
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Rose Denny

ITEM # 1

Clarification was provided regarding language in the financial statement overview regarding delays in finances.

MOTION:	Approve the Financial Statements
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Marois
SECONDER:	Rose Denny

5. OWNERSHIP LINKAGE:

A. *Citizen Comment – None.*

B. *Ownership Communication – Pam identified that Representative Michelle Hoitenga recognized the Blue Heron in Cadillac for employing individuals with disabilities. Pam would like to know who employs the individuals we serve. Karl identified our clubhouses are a focal point for that. Karl will provide a list of employers and number of people employed.*

6. CHIEF EXECUTIVE OFFICER’S REPORT:

Karl welcomed Sherise Shively who was recently appointed to represent Grand Traverse County on this Board. He also identified the recent appointees and noted his appreciation for everyone’s efforts. Our strength is in the connection with the counties that we serve.

Karl referenced his written report identifying his activities. He pointed out the work group he co-facilitates for behavioral health and criminal justice. Karl referenced the Sequential Intercept Model which indicates six (6) intercept points for behavioral health intervention in order to divert people from the criminal justice system. We are doing well with the implementation of the two staff at the Grand Traverse County Jail. Karl referenced the Stepping Up Program for community collaboration regarding criminal justice.

Chief O’Brien was invited and attended a Consumer Advisory Council meeting and he talked candidly about how law enforcement deals with individuals who have a mental illness. Karl identified that we have other law enforcement across our six counties who are dedicated and work with the communities. Karl recognized staff for the commitment of moving to Office 365, Outlook, Intacct and NoLa. As a result of these initiatives, staff will be able to focus more time on providing clinical services.

Our Safety Committee has recently had an all staff training on emergency response procedures and how to utilize the telephone alert system.

The effective date for ProtoCal is April 1. There was a meeting previously by the Grand Traverse Community Collaborative where Third Level, Child and Family and Northern Lakes presented regarding the change in the 24 hour crisis hotline. Today there was another meeting that included 911, 211, Housing Crisis Line, the NM Community Action Agency and the Women’s Resource Center. We sent out a press release about our crisis line changes in order to inform the public. Karl identified that effective June 1 we will no longer provide crisis after hours evaluations in the Munson Traverse City, Grayling and Cadillac emergency rooms for individuals with private insurance or no insurance. In the case of people with no insurance, the hospital staff will do the assessment and then send it to our staff for review. If it is approved, we will authorize the first day of hospitalization. If we do not approve, we will provide an assessment. Historically, Northern Lakes has provided after hours assessments in the emergency

rooms to the hospitals at no charge. Rather than an April 1st implementation date, the three hospitals requested an extension to June 1st to which we agreed. "There was also discussion regarding the FAST Team that serves children between the ages of 0 to 20 and their families who are in crisis in the community in order to keep children out of the emergency room as much as possible.

7. **NORTHERN MICHIGAN REGIONAL ENTITY REPORT:**

The minutes of the January 23 meeting were included with the packet. The minutes of the February meeting were not included. Randy identified that we should receive the draft minutes and he would check on it.

Randy identified that we would like to move forward in implementing the health homes in all 21 counties. There was discussion about how to smooth out the process for the money coming to the NMRE and NLCMHA. Randy provided an update on Section 298. He noted that other challenges include the transition to the new administration and also substance abuse issues. Mary identified the best way to have impact with children is to bring together MDHHS. Randy noted that Michigan is setting the standards as to how we need to address issues.

MOTION:	The Board Appointed Randy Kamps to the NMRE Board.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Marois
SECONDER:	Rose Denny

8. **ASSURANCE OF ORGANIZATIONAL PERFORMANCE:**

A. Receipt of CEO Response to Monitoring Report – 2.2 Treatment of Employed Workforce Members (Internal Inspection)

MOTION:	The Board has reviewed Policy 2.2 Treatment of Employed Workforce Members at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Bushey
SECONDER:	Rose Denny

B. New Operational Worries

Pam related concerns about hearing a radio ad for caregivers for the Northern Lakes residential homes. She noted that there was misinformation and negative comments. She encouraged us to make it accurate and link to where ads can be found for caregivers. Karl noted that we tried a new approach to attract residential care advisors using the ad. We will follow-up.

Randy noted a concern about medication used for children and would like a report on this issue.

C. March Monitoring Assignment

1.0 Consumer and Community Ends (1.0.1 – 1.0.5) (Internal Inspection) will complete and turn in.

9. **BOARD MEANS SELF-ASSESSMENT:**

A. Receipt of CEO Response to Monitoring Report – 3.5 Meeting Agendas and Schedules (Direct Inspection)

MOTION: The Board has reviewed Policy 3.5 Meeting Agendas and Schedules at 100% compliance.
RESULT: ADOPTED [UNANIMOUS]
MOVER: Randy Kamps
SECONDER: Rose Denny

B. March Monitoring Assignment

3.3 Board Member Code of Conduct (Direct inspection) complete and turn in.

3.6 Board Chair Functions (Direct inspection) complete and turn in.

10. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

A. Ends – None

B. Executive Limitations – Ty will draft a policy in April.

C. Governance Process/Ownership Linkages
- Review and Approve RRAC Minutes February 19, 2019

MOTION: The Board Reviewed and Approved RRAC Minutes for February 19, 2019.
RESULT: ADOPTED [UNANIMOUS]
MOVER: Betty Bushey
SECONDER: Rose Denny

- Receive and Approve NLD Minutes March 7, 2019 – Pam requested the addition of Mary Marois' name to the Minutes as another Board Member to contact for consideration.

MOTION: The Board Received and Approved the NLD Minutes for March 7, 2019 with the addition.
RESULT: ADOPTED [UNANIMOUS]
MOVER: Pam Babcock
SECONDER: Rose Denny

- Approve the FY 2019 QAPIP Plan

MOTION: The Board Approved the FY 2019 QAPIP Plan.
RESULT: ADOPTED [UNANIMOUS]
MOVER: Randy Kamps
SECONDER: Sherry Powers

- Approve the FY 2019 Compliance Work Plan

MOTION: The Board Approved the FY 2019 Compliance Work Plan.
RESULT: ADOPTED [UNANIMOUS]
MOVER: Mary Marois
SECONDER: Betty Bushey

- Approve the Security Annual Report – request to approve the Security Annual Report and remove the personal identification.

MOTION:	The Board Approved the Security Annual Report and will Remove Personal Identification.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Randy Kamps
SECONDER:	Sherry Powers

D. *Board/CEO Linkage – None*

11. OWNERSHIP LINKAGE: None

12. ANNOUNCEMENTS/BOARD MEMBER REPORTS/BOARD

- Randy encouraged Board Members to attend the Board Association Conferences as you are able. They are educational and identify how the system operates and how we are connected to the counties but also how connections are made with the state.
- Randy was asked to attend a meeting on April 4 with local judges as a member of the NMRE. He has also decided to run for Treasurer of the Board Association. The next meeting is in June in Novi.

13. APRIL 18 AGENDA PLANNING (TRAVERSE CITY):

Reviewed the agenda for the April 18, 2019 meeting. Karl asked for suggestions for a presentation on Mental Health Trauma. Board Members identified: 1) Suicide, 2) Veterans, 3) ACES (adverse childhood experiences). It was suggested when we hold a Board Retreat that we have Mental Health First Aid training instead.

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 3:45 p.m

Respectfully Submitted,

Nicole Miller, Chairperson

Lorelei King, Board Secretary

Debra Lavender, Recording Secretary