



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

## Board of Directors Meeting Minutes

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April 16, 2020

2:30 p.m.

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### 1. CALL TO ORDER:

Northern Lakes Community Mental Health Authority – Microsoft Teams Meeting (Virtual)

Called to order at 2:17 p.m. by Randy Kamps

Board Members Present: Betty Bushey, Nicole Miller, Randy Kamps, Ben Townsend, Rose Denny, Angela Griffis, Pam Babcock, Lorelei King, Sherry Powers, Nina Zamora, Ty Wessell, Sherise Shively, Mary Marois, Al Cambridge, Dan Lathrop.

Board Members Absent: Dean Vivian (prior notice given)

Others Present: Karl Kovacs, Chief Executive Officer; Deb Lavender, Executive Secretary; Paul Keller, Director of Recipient Rights; Lauri Fischer, Director of Finance; Tracy Andrews, Director of Integrated and Managed Health Services; Carrie Gray, Chief Population Officer for Intellectual and Developmental Disabilities Services; Joanie Blamer, Chief Population Officer for Mental Health Services; Kari Barker, Director of Quality and Compliance; Matt Leiter, Human Resources Director; Dan Mauk, Chief Information Officer; Chris Biggar, Financial Manager; Darryl Washington, Director of Long Term Care and Support Services; Jeremiah Williams, IT Supervisor; Andy Babcock; Aaron Fader, Executive Administrative Specialist

Confirmation of a Quorum

### 2. AGENDA:

No changes were made to agenda.

### 3. CONFLICT OF INTEREST DECLARATION:

No conflict of interest was declared.

### 4. CONSENT AGENDA:

<b>MOTION:</b>	<b>Accept the Consent Agenda for April 16, 2020</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Nicole Miller</b>
<b>SECONDER:</b>	<b>Sherise Shively</b>
<b>ROLL CALL:</b>	<b>Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps</b>

A. *Consideration of the Consent Agenda*

OWNERSHIP LINKAGE:

B. *Citizen Comment – None*

C. *Ownership Communication – None.*

## 5. CHIEF EXECUTIVE OFFICER'S REPORT:

This section was moved to the COW Meeting.

## 6. NORTHERN MICHIGAN REGIONAL ENTITY REPORT:

The Board Reviewed the minutes from the February NMRE Board Meeting.

## 7. ASSURANCE OF ORGANIZATIONAL PERFORMANCE:

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

<b>MOTION:</b>	<b>The Board finds the organization 100% in compliance with Policy 2.2 Treatment of Workforce Members (Internal Inspection)</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Nicole Miller</b>
<b>SECONDER:</b>	<b>Ty Wessell</b>
<b>ROLL CALL:</b>	<b>Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps</b>

B. *Receipt of CEO Response to Monitoring Report – 1.0 Consumer and Community Ends (Internal Inspection)*

<b>MOTION:</b>	<b>The Board finds the organization 100% in compliance with Policy 1.0 Consumer and Community Ends (Internal Inspection)</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Nicole Miller</b>
<b>SECONDER:</b>	<b>Ty Wessell</b>
<b>ROLL CALL:</b>	<b>Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps</b>

C. *New Operational Worries – Pam Expressed further worries about the public comment from last meeting.*

D. *May Monitoring Assignment*

2.8 Communication and Support to the Board (Internal Inspection) Complete and turn in.

## 8. BOARD MEANS SELF-ASSESSMENT

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

**MOTION:** The Board finds the organization 100% in compliance with Policy 3.5 Meeting Agendas and Schedules (Internal Inspection)  
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Nicole Miller  
**SECONDER:** Betty Bushey  
**ROLL CALL:** Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps

*B. Receipt of CEO Response to Monitoring Report – 3.3 Board Member Code of Conduct Declaration (Direct Inspection)*

**MOTION:** The Board finds the organization 100% in compliance with Policy 3.3 Board Member Code of Conduct Declaration (Internal Inspection)  
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Nicole Miller  
**SECONDER:** Sherry Powers  
**ROLL CALL:** Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps

*C. Receipt of CEO Response to Monitoring Report – 3.6 Board Chair Functions (Direct Inspection)*

**MOTION:** The Board finds the organization 100% in compliance with Policy 3.6 Board Chair Functions (Internal Inspection)  
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Nicole Miller  
**SECONDER:** Angela Griffis  
**ROLL CALL:** Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps

*D. May Monitoring Assignment*  
3.7 Governance Committees (Direct Inspection), 3.7A Recipient Rights Advisory Committee (Direct Inspection), 3.7B Recipient Rights Appeals (Direct Inspection) Complete and turn in.

## **9. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:**

- A. *Ends* – None.
- B. *Executive Limitations* – None.
- C. *Governance Process/Ownership Linkages*

*a. Receive and File the NLD Minutes for March 5, 2020*

**MOTION:** Receive and File the NLD Minutes for March 5, 2020  
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Nicole Miller  
**SECONDER:** Betty Bushey  
**ROLL CALL:** Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps

- b. Approve the FY 2019 QAPIP Report; FY 2020 Plan, FY 2019 Compliance Report; FY 2020 Work Plan, Quality Improvement Report, and Security Annual Report

**MOTION:** Approve the FY 2019 QAPIP Report; FY 2020 Plan, FY 2019 Compliance Report; FY 2020 Work Plan, Quality Improvement Report, and Security Annual Report  
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Mary Marois  
**SECONDER:** Ty Wessell  
**ROLL CALL:** Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps

- c. Approve the Financial Audit

**MOTION:** Approve the Financial Audit  
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Al Cambridge  
**SECONDER:** Nicole Miller  
**ROLL CALL:** Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps

- d. Approve the CEO Evaluation

**MOTION:** Approve the CEO Evaluation  
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Nicole Miller  
**SECONDER:** Rose Denny  
**ROLL CALL:** Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps

- e. Appointment to NMRE Board

- i. The current members of the NMRE Board are Randy, Mary, and Nina. Sherise expressed interest in joining. Randy described how the NMRE Board runs and what topics are discussed along with how often they meet. There are currently fifteen members from five different community mental health agencies, there are three representatives from each.
- ii. Reappoint Nina Zamora to the NMRE Board

**MOTION:** Reappoint Nina Zamora to the NMRE Board  
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Dan Lathrop  
**SECONDER:** Nicole Miller  
**ROLL CALL:** Marois, Bushey, Babcock, Griffis, Zamora, Cambridge, Miller, Shively, Wessell, Powers, Townsend, King, Denny, Lathrop, Kamps

**10. OWNERSHIP LINKAGE:** None.

**11. ANNOUNCEMENTS/BOARD MEMBER REPORTS:**

Nicole announced that the Grand Traverse County Commissioners have approved her request to continue to serve on this Board.

Mary announced that the Cherry Festival will not be happening this year. She asked if there will be a large loss of revenue for Traverse House due to no parking sales for the festival. Laurie reported that Traverse House currently has around \$27,000 in the fundraising account and should be stable.

Ben reported that Rose Denny has also been reappointed to the NLCMHA Board for three more years.

Pam reported that the Footprints in Time fundraiser was canceled, and she guesses that many other fundraisers will be down as well.

Randy noted that the Board Association is in good financial shape during this time. Randy also offered a thoughtful reflection to the Board.

Mary also reported that there have been large reductions in the workforce at Munson and she expressed her concerns that this might happen at Northern Lakes. Karl assured her that at this time there is no plan to reduce the workforce and that 90% of staff are currently working full time from home.

Betty's son is a nurse in New York City and asked the Board to keep him in their thoughts.

Matt Leiter reported that the managerial staff have been very flexible with staff and work with them to ensure that they can still make their hours and get work done.

**12. MEETING EVALUATION:**

No evaluation. The virtual meeting was very successful.

**13. ADJOURNMENT:**

The meeting adjourned at 3:06 p.m.

Respectfully Submitted,

Randy Kamps, Chairperson

Lorelei King, Board Secretary

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Aaron Fader, Recording Secretary

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