



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

Board of Director's Meeting Minutes

NOVEMBER 15, 2018

2:30 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health Authority, 527 Cobb Street, Cadillac with Skype to 105 Hall Street, Traverse City, Michigan. The meeting was called to order at 2:30 p.m.

Board Members Present: Pam Babcock, Betty Bushey, Ty Wessell, Mary Marois, Lorelei King, Al Cambridge, Dave Stephenson, Nina Zamora, Nicole Miller, Dean Vivian, Rose Denny and Carol Crawford.

Board Members Absent: Randy Kamps (advance notice), Gary Stefanko (advance notice) and Michael MacCready (advance notice).

Others Present: Cadillac - 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; Dan Mauk, Chief Information Officer; Tracy Rosinski, Director of Recipient Rights.

Traverse City – Matt Leiter, Human Resources Director, Carrie Gray, Chief Population Officer for Adults with Intellectual and Developmental Disabilities; and Dawn McLaughlin, Chief Population Officer for Children and Families.

Confirmation of a Quorum – Yes

Timekeeper – Betty Bushey

2. AGENDA:

No changes.

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 November 15, 2018 as presented.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Nicole Miller

5. OWNERSHIP LINKAGE:

A. *Citizen Comment* – None.

B. Ownership Communication – None

6. CHIEF EXECUTIVE OFFICER’S REPORT:

Referenced Karl’s Director’s Report. Karl noted that Dawn McLaughlin will be retiring in December. In order to provide continuity along the lifespan and after much discussion it was decided to change the organizational structure to place the responsibility and the Operations Manager for children with an IDD under Carrie Gray and place the responsibility and two Operations Managers for children with a Serious Emotional Disturbance under Joanie Blamer. The change will take effect on November 26. Dawn will not be retiring until December 21.

Karl reported that Darryl Washington has been selected for the position of MI Choice Program Director and will start on December 10. Darryl has a great deal of experience and has worked in the waiver program for alternatives to nursing home placement in Oklahoma.

7. NORTHERN MICHIGAN REGIONAL ENTITY REPORT:

The minutes from the October 24 NMRE Board meeting were provided. Karl responded to the question about the financial position. There was a topic of the discussion at the NMRE meeting about the laptops. Dan noted that we have been contacted by Wexford County about the IPADs. The next NMRE Board meeting is December 12.

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:	Dean Vivian
SECONDER:	Lorelei King

Policy 2.5 Asset Protection (Internal)

MOTION:	The Board has reviewed Policy 2.5 Asset Protection (Internal Inspection) at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Bushey
SECONDER:	Dave Stephenson

B. New Operational Worries – None.

C. November Monitoring Assignment
2.0 Global Executive Limitations (Internal Inspection) will complete and turn in.

9. BOARD MEANS SELF-ASSESSMENT:

A. Receipt of CEO Response to Monitoring Report – 3.0 Global Governance Process/Ownership Linkage (Direct Inspection)

MOTION:	The Board has reviewed Policy 3.0 Global Governance Process/Ownership Linkage at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Nina Zamora
SECONDER:	Rose Denny

Policy 4.0 Global Governance/Board CEO Linkage (Direct Inspection)

MOTION:	The Board has reviewed Policy 4.0 Global Governance/Board CEO Linkage (Direct Inspection) at 100% compliance.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Vivian
SECONDER:	Lorelei King

B. November Monitoring Assignment

3.2 Governance Style (Direct inspection) complete and turn in.

3.4 Annual Work Plan (Direct Inspection) complete and turn in.

It was noted that we will push out the monitoring reports to the IPAD.

10. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

A. Ends – None

B. Executive Limitations - None

*C. Governance Process/Ownership Linkages
- NLD Minutes – November 7, 2018*

MOTION:	The Board received and filed the NLD Committee Meeting Minutes – November 7, 2018.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Bushey
SECONDER:	Rose Denny

D. Board/CEO Linkage – None

11. OWNERSHIP LINKAGE:

None.

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

- Al identified that ROOC will be changing their programs and want to have the community involved with ROOC to find jobs and opportunities to work in the community.
- Referenced a communication about advocacy received at the CMHAM Conference and will send out to Board Members.
- Reminded Board Members of the December 5 celebration.
- Feedback provided last month during public comment Karl will follow-up. Discussion about psycho-education groups. Will email flyer to Board Members.
- Rose identified that she attended a community event at the high school about adverse childhood experiences.

13. DECEMBER AGENDA PLANNING (TRAVERSE CITY):

Reviewed the agenda for December 20.

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? Do we want to move our board meeting from 2:30 to 2:15? It was decided to start the December meeting at 2:15 p.m.

15. ADJOURNMENT:

The meeting adjourned at 3:12 pm

Respectfully Submitted,

Carol Crawford, Chairperson

Lorelei King, Board Secretary

Debra Lavender, Recording Secretary