



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

## Committee of the Whole Meeting Minutes

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November 18, 2021

12:30 PM

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### **1. ATTENDANCE:**

Northern Lakes Community Mental Health Authority, 527 Cobb Street, Cadillac and remote virtual meeting.

Rose Denny called the meeting to order at 12:27 p.m. This meeting is being held remotely due to the State of Emergency being called in the City of Cadillac.

Board Members Present: Cadillac - Ben Townsend, Al Cambridge, Mary Marois, Rose Denny, Sherry Powers, Barb Selesky, Dan Dekorse, and Justin Reed. Virtual - Greg McMorrow, Nicole Miller, Ty Wessell, Penny Morris, Pam Babcock, and Angela Griffis.

Board Members Absent: Randy Kamps (advance notice).

Others Present: Cadillac – Joanie Blamer, Acting Chief Executive Officer; Lauri Fischer, Chief Financial Officer; Matt Leiter, Director of Human Resources; Tracy Andrews, Director of Integrated and Managed Health Services; Dan Mauk, Chief Information Officer; Brian Newcomb, Director of Recipient Rights; Aaron Fader, Executive Administrative Specialist; Deb Lavender, Executive Secretary. Virtual - Kari Barker, Director of Quality and Compliance; Darryl Washington, Director of Long Term Care and Support Services; Carrie Gray, Chief Population Officer for Individuals with IDD; Curt Cummins, Medical Director; Brie Molaison, Customer Service Specialist; Jessica Williams, Performance Improvement Specialist; and Michelle Dosch, Compliance Secretary.

### **2. RECEIVE AND REVIEW OCTOBER 21, 2021 MINUTES:**

Moved to the Board meeting.

### **3. PUBLIC COMMENT:**

Joanie presented Ben Townsend with a certificate for completing his Boardworks training from the Community Mental Health Association (CMHA) dated October 25, 2021.

### **4. OPEN MEETINGS ACT:**

Rose referenced the documents and identified it was discussed at our Nominating Leadership Development Committee to be moved for consideration to be given on impact of client care. Joanie noted that communication from 2 attorneys (Haider and Moggenberg) and the CMHA was consistent that we can no longer meet virtually after December 31, 2021 with the only exception being for military members. We had discussion how we will meet as a Board moving forward. Previously we met in all offices in the large meeting rooms and we are using those rooms for client care to maintain 6 foot social distancing. Do we continue to meet in Cadillac or meet in the other offices we will have to make other arrangements? We are currently meeting in Cadillac as that is the largest space. Ty identified that he had a contrary legal opinion. He urged us to wait and share the communication he has with the prosecuting attorney. He will send the email to Joanie. Suggestions that we may want to meet in other locations that are larger arenas such as in Leelanau County Conference Room, Schools; during the Summer months go to other facilities and in the Winter months meet in places that have a US highway like Cadillac; for people in Crawford

and Roscommon Counties this is the worse drive; plan to meet in other locations and if we can't meet virtual we will follow the Open Meetings Act; referenced the policy for the months of November through March that we could do a virtual meeting and even if we have this policy we would not be able to meet virtually. All emergency orders expire December 31. Joanie identified that Munson moved to a phase red in all of their areas. It is possible that we could have a local emergency order. Mary noted that Munson's code red impacts their own facilities and would not impact other clinics. Not sure whether that would have impact on January 1. Identified that we would be able to participate but not be able to vote although there must be a quorum on site. Mary suggested that as a Board we send letters to our state representatives and senators with an argument why the Open Meetings Act ought to be amended. In the new technological age that allows that we would be able to see how Board Members vote. Mary asked that we add to the Board agenda that we communicate with the state representatives and senators. Later on in the agenda we will be approving the schedule and that we change on a month to month basis. Question whether the quorum is a voting quorum and must have a quorum on site.

## **5. UPDATE ON RECIPIENT RIGHTS:**

Brian included the months of June thru the end of the fiscal year so we can look at the numbers. We have about 15 investigations pending through the end of the fiscal year. We are 100% timeframe compliant. Brian noted the State Office of Recipient Rights shared the investigation against the Interim CEO was completed and was not substantiated. We are still waiting on the vehicle accident report for the one investigation that remains overdue. Brian introduced Ian Pegan-Naylor, Recipient Rights Advisor. Brian noted that there was a question last month about the number of substantiated allegations against staff and those are multiple allegations not number of staff.

## **6. TECHNOLOGY REPORT:**

Dan referenced his report identifying the focus over the last year. We have had to make changes and having to do much more one on one support. They have formalized the process by creating a ticketing system with the Help Desk and he referenced the numbers. We are also building archives to enable us to retire Avatar and are verifying. Dan noted that we have changed the Security process to move to a company called Artic Wolf which will allow us to do things in real time rather than once a year. He noted the collaboration in this distributed workforce environment. We have moved to Microsoft Teams where we can make calls, chat, store files, and hold virtual meetings. This will allow us to be more productive and to be more knowledgeable. We are looking at the possibility of working in a hybrid system and are working very hard on this. We are also looking at managing information in a cloud-based solution. We are also making a change with our wireless carrier to FirstNet which is a first responder network. It should improve our ability to connect and improves our posture. Dan responded to a question about security and how our system works. Question about vacancies in our IT staff and Dan said we have no vacancies that they love the work that they do. Dan responded to a question about disconnecting individuals that have left the organization. Question about moving from Avatar and Dan referenced our current system with PCE. He also responded to a question about our infrastructure.

## **7. 2022 BOARD SCHEDULES:**

Al noted it is important that we meet in the other locations. He suggested that there is space available at the Roscommon County Commissioners Room. He identified that we look at alternatives in each county and adopt this schedule as a tentative schedule looking at locations in each of our areas. It is important for local people to come to the meeting for public comment. Penny identified that the training room is often unoccupied and would check into. The commissioners room in Grayling is too small and possibly we could meet at the Ramada Inn. Other suggestions were the Senior Centers in Crawford and Roscommon Counties, high school in Grayling, churches or Department of Human Services in Missaukee County. We also have Leelanau Studios in Leelanau County. We will reach out to see what places are available.

Other items would be dealt with at the Board meeting.

Ty requested that at the December meeting Joanie give an update on the crisis line since we moved from Third Level to the organization downstate. There was some concern about crisis

services and would like to know how that is working.

## **8. AGENDA PLANNING OPTIONS:**

Agenda topics for the December 16, 2021 meeting: Update on Recipient Rights; Compliance & Quality Report FY Ending; County Commissioner Survey Results; Recipient Rights Limitations Presentation; Board Member Terms; Board Leadership Journal.

## **9. MEETING EVALUATION/COMMENTS:**

#1 – We spent our time on the most important governance topics – excellent

#2 – We encouraged diversity of viewpoints – excellent

#3 – Our decisions were made collectively – excellent

#4 – The Board used it's time effectively – excellent

#5 – What is the most important thing the Board could do to improve our function as a Board?

None.

## **10. OTHER/ADJOURN:**

Meeting adjourned at 1:15 p.m.

Respectfully Submitted,

Deb Lavender  
Executive Secretary

dsl (12/4/2021)