



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

Board of Directors Meeting Minutes

February 15, 2024

2:15 p.m.

Board Members Present: Ben Townsend, Greg McMorrow, Mary Marois, Al Cambridge, Ruth Pilon, Tom Bratton, Ty Wessell, Dean Smallegan, Penny Morris, Sherry Powers, Dave Freedman, Carol Blake, Tony Lentych, Pam Babcock

Virtual: - Kate Dahlstrom

Absent: Eric Ostergren

Others Present: Brian Martinus, Interim Chief Executive Officer; Stacy Maiville, Executive Secretary; Dean Baldwin, Network Administrator; Jeremiah Williams, IT Supervisor; Kim Silbor, Operations Manager; Mark Crane, Contracts Manager; Brian Newcomb, Director of the Office of Recipient Rights; Sara Houchin, Dave Simpson

Virtual –Jessica Williams, Aimee Horton Johnson, Darryl Washington, Kari Barker, Terri Henderson, Lisa Holmes, Amanda Ritchie, Alyssa Heider, Hilary Rappuhn, Melanie Schopieray, Tiffany Fewins, Lynn Pope, Mark Draeger, Melissa Bentgen, Kasie Morse, Rob Palmer, Erica Smith, Kellee Hoag, Pamela Petroelje, Abby Schonfeld, Becky Brown, Ann Ketchum, Teresa Cooper, Robert Sheehan, Neil Rojas, Amanda Taylor, Lisa Jones, Rob Veale, Laura Argyle, Nancy Stevenson, Kasie Morse, Melissa Trout, Jennifer Wisnieski, Travis Merz, Jan Pytlowany, Curt Cummins

Call to Order: Mr. Ben Townsend called the meeting to order at 2:15 p.m.

Timekeeper: S. Powers

Approval of the Agenda:

Added as an item under Governance Process Ownership Linkage: Credit Card Resolution

MOTION:	Approve agenda as amended
RESULT:	ADOPTED. [UNANIMOUS]
MOVER:	T. Wessell
SECONDER	D. Freedman

The Board approved the January 30, 2024, Special Meeting minutes with the correction of changing Al Cambridge and Dave Freedman from present to absent.

MOTION:	Approve the January 2024 Special Meeting minutes as amended
RESULT:	ADOPTED. [UNANIMOUS]
MOVER:	A. Cambridge
SECONDER	D. Freedman

Addition to the consent agenda: CFO Report and CEO Report.

Consent items:

- January 18, 2024, Board of Directors Meeting Minutes
- January 18, 2024, Committee of the Whole Meeting Minutes
- February 15, 2024, Chief Executive Officer’s Report
- February 15, 2024, Chief Financial Officer’s Report

MOTION:	Approve the Consent Agenda
RESULT:	ADOPTED. [UNANIMOUS]
MOVER:	M. Marois
SECONDER	G. McMorrow

Conflict of Interest Declaration: None.

Citizen Comment:

Kate Dahlstrom – Expressed concerns about the availability of contracts. Ms. Dahlstrom would like the Board to review contracts within a month or two of signing. She would like a Teams folder for contracts and grants to be available to the Board.

Ms. Dahlstrom stated that Hope Network “has been known to bail out on facilities that do not seem to be working well.” She also believes that some people were not aware of the crisis residential unit and referrals were not made when they could have been.

Carlton Ketchum – Would like to ask the Board to consider making all committee meetings open and available to the public and posted on the website.

Northern Michigan Regional Entity Report: It was stated that some of the other CMHs are experiencing the same number of reductions as NLCMHA.

Assurance Of Organizational Performance:

Receipt of Board Monitoring Report & CEO Response to Monitoring Report.

MOTION:	Receive the findings of policy 2.4 financial management at 91% in compliance.
RESULT:	ADOPTED. [UNANIMOUS]
MOVER:	S. Powers
SECONDER:	P. Morris

New operational worries:

Ms. Marois mentioned that the amount for staff meal reimbursement is far too low and expressed concern about the issue. Mr. Townsend directed the Interim CEO, Brian Martinus, to research new reimbursement amounts for the Staff Expense Reimbursement Policy and bring it to the Board next month for discussion and vote.

February Monitoring assignment, policy 2.2 Treatment of Employed Workforce was distributed to the Board.

Board Means Self-Assessment:

The Board was given the February Monitoring assignment Policy 3.5 Agendas and Schedules and

MOTION:	Receive the findings of policy 3.10 Board Conflict of Interest 100 % in compliance.
RESULT:	ADOPTED. [UNANIMOUS]
MOVER:	C. Blake
SECONDER:	R. Pilon

reviewed the CEO's response to Monitoring Report 3.10 Conflict of Interest from January.

Governance Policies Discussion and Assessment:

MOTION	Receive RRAC Minutes
RESULT:	ADOPTED. [UNANIMOUS]
MOVER:	T. Lentych
SECONDER	S. Powers

The Board discussed the agency credit card resolution and the establishment of a new agency credit card.

MOTION: Resolution to authorize the establishment of a credit card program with Huntington Bank.

RESULT: ADOPTED. [UNANIMOUS]

MOVER: D. Smallegan

SECONDER P. Morris

Mr. McMorrow commented that the Ad Hoc Bylaws Committee met on January 30, 2024, and the next will be on February 19, 2024.

Mr. Townsend stated that the Board will receive a draft of the revised Bylaws before the next meeting.

Citizen Comment:

Sara Houchin- The staff has had several meetings regarding productivity and efficiencies. Being short-staffed is making it difficult to get paperwork done. The agency and management are trying really hard to work on the efficiencies.

Kate Dahlstrom - Would like to see the quarterly meetings with the counties on the agenda for next month. She would also like to see a satisfaction survey done for the IDD population in the near future. Regarding Hope Network, feels that "we should go after them, and they were not answering phones, and turning people away."

Laura Argyle - Clarified that the numbers that she referred to for Medicaid eligibles are not comparative to the consumers that we are actually seeing in the agency. One is how we get paid, and the second is related to productivity.

Mr. Martinus commented on the IRS and NMRE per diem rates.

Announcements/Board Member Reports/Board Association:

Mr. Townsend referred to the CMHA Annual PAC Campaign. Individuals can give to the PAC if they choose.

Mr. Lentych would like the Board to be more prepared for reports in advance, such as when the Rehmann assessment is completed and presented. He does not want the Board to be passive when the results are given.

Ms. Marois commented about the recent CMHA conference and supports CCBHC, but the fear is the financial commitment. Feels that the agency will eventually be mandated to go that way by the state. She mentioned that some agencies downstate are more proactive about third-party payers and finding ways to get more revenue.

She also expressed concern about the patient portal and would like to direct the CEO to make a patient portal available for consumers that could remind people about their appointments, medications and records.

At the CMHA conference, Ms. Marois also attended a session about law enforcement and is proud of the work Penny and the staff have been doing to strengthen the relationship with law enforcement.

Ms. Pilon mentioned that she also attended the recent CMHA conference and learned about Preventing Suicide in Michigan Men (PRiSMM). She also learned about new initiatives regarding early diagnosis in children from ages ten to nineteen. The program is a team approach and uses an education model called resiliency in life.

Mr. Freedman commented that parity discussion is going down a little in the legislative sessions but is going to come up again. Currently, the focus is on the continuation of telehealth. Believes the bill is on a good track to pass, but anything individuals can do to be helpful is appreciated.

Agenda Planning March 21, 2024 – Traverse City:

Staff Reimbursement Policy
County Quarterly Meetings

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 its time effectively – satisfactory.

Adjournment: The meeting adjourned at 3:24 p.m.

Respectfully Submitted,

Ben Townsend, Chairperson

Stacy Maiville, Executive Secretary

Sherry Powers, Board Secretary
