



**BOARD OF DIRECTORS REGULAR MEETING MINUTES  
October 25, 2023**

**Present:** Michael Humphries, Chairperson; Susan Fortney, Vice Chairperson; Catherine Bernhold, Secretary; John Burkardt; Deb Staelgraeve; Chantele Steffens; Dawn Asper; Rebecca Pasko; Ken Papenhagen; Rebecca Curley; and Pam Ray

**Excused:** LaMar Frederick

**Absent:**

**Staff:** Lisa Graham

**Guests:** 10 guests attended

**I. CALL TO ORDER**

The Board Chairperson, Mike Humphries, called the meeting to order at 5:05 p.m.

**II. ROLL CALL**

Roll Call confirmed a quorum existed.

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mike Humphries.

**IV. CONSIDERATION TO ADOPT THE DRAFT AGENDA AS PRESENTED**

Mike Humphries introduced Courtney Kissel, Dykema, as a guest at the Board table.

Mike Humphries commented that tonight will be the last time that an MCMHA Board Meeting will be available to attend by Zoom. Beginning next month, the Crossroads Clubhouse Supervisor, Stephan Pietszak, will be filming the meetings and posting to U-tube and Facebook.

Richard Carpenter, Chief Financial Officer, could not be in attendance this evening due to a family emergency. Moving forward, Rehmann will have representation at all Board Meetings. Either Richard or Ken Melvin.

On the agenda, Mike requested to remove Deb Staelgraeve and Chantele Steffens from the motion under Section IX. b. 2.

Ken Papenhagen moved to adopt the draft amended agenda as presented. Pam Ray supported. Motion carried unanimously.

**V. CONSIDERATION TO APPROVE THE MINUTES FROM THE SEPTEMBER 27, 2023 BOARD MEETING AND WAIVE THE READING THEREOF**

Dawn Asper moved to approve the minutes from the September 27, 2023 Board Meeting and waive the reading thereof. Rebecca Curley supported. Motion carried unanimously.

**VI. FEEDBACK SUMMARY**

Mike Humphries reviewed feedback from the September 27, 2023 Board Meeting.

**VII. CITIZEN COMMENTS**

There were no citizen comments.

**VIII. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS**

- a. **CCBHC: We got it. Now, what do we do with it?** – Lisa Graham presented what a Certified Community Behavioral Health Clinic (CCBHC) is, what the nine core CCBHC services are, how CCBHC funding is received, and what the next steps are now that Monroe CMH has achieved CCBHC Certification as of October 1, 2023.

**IX. BOARD COMMITTEE REPORTS**

**a. Motion to Place on File All Written Reports**

Ken Papenhagen moved to place on file all written reports. Pam Ray supported. Motion carried unanimously.

Written reports on file: Business Operations, Bylaws & Policy, Clinical Operations, and Executive.

**b. Motion to Create a Community Relations Ad-hoc Committee**

Mike Humphries moved to create a Community Relations Ad-hoc Committee. Dawn Asper supported. Discussion followed. Roll call: In favor: Pasko, Ray, Burkardt, Curley, Humphries, Fortney, Bernhold, Steffens, Asper, Papenhagen, and Staelgraeve; motion carried unanimously.

**c. Appoint Rebecca Pasko, Susan Fortney, and Dawn Asper as Community Relations Ad-hoc Committee members**

Mike Humphries appointed Rebecca Pasko, Susan Fortney, and Dawn Asper as Community Relations Ad-hoc Committee members.

**d. Appoint of Rebecca Pasko as Chair of the Community Relations Ad-hoc Committee**

Mike Humphries appointed Rebecca Pasko as the Chair of the Community Relations Ad-hoc Committee.

**X. ITEMS FOR BOARD ACTION**

**a. Motion to Approve the Consent Agenda Less Item \_\_\_\_\_**

- i. Administrative Contracts as Presented
- ii. Service Contracts as Presented

Mike Humphries advised the Board that the Iris Telehealth Contract was pulled at the Business Operations Committee and is not to be included in tonight's consent agenda.

Pam Ray moved to approve the consent agenda as presented. Catherine Bernhold supported. Discussion followed. Roll call: In favor: Pasko, Ray, Burkardt, Curley, Humphries, Fortney, Bernhold, Steffens, Asper, Papenhagen, and Staelgraeve; motion carried unanimously.

**b. Motion to Approve the Purchase of Three (3) 2024 Chevrolet Trax from Allen in Monroe at the Total Cost of \$69,540**

John Burkardt moved to approve three (3) 2024 Chevrolet Trax from Allen in Monroe at the total cost of \$69,540. Ken Papenhagen supported. Discussion followed. Roll call: In favor: Pasko, Ray, Burkardt, Curley, Humphries, Fortney, Bernhold, Steffens, Asper, Papenhagen, and Staelgraeve; motion carried unanimously.

**c. Motion to Approve up to Three Board Members to Attend the FY2024 Winter, Spring, and Fall CMHAM Conferences and the National Council NATCON24 Conference**

Dawb Asper moved to approve up to three Board Members to attend the FYU2024 Winter, Spring, and Fall CMHAM Conferences and the National Council NATCON24 Conference. John Burkardt supported. Discussion followed. Roll call: In favor: Pasko, Ray, Burkardt, Curley, Humphries, Fortney, Bernhold, Steffens, Asper, Papenhagen, and Staelgraeve; motion carried unanimously.

**d. Motion to Approve a Stipend for the October 17, 2023 and the November 8, 2023 Benesh Building Tour**

Susan Fortney moved to approve a stipend for the October 17, 2023 and the November 8, 2023 Benesh Building Tour. Rebecca Pasko supported. Roll call: In favor: Pasko, Ray, Burkardt, Curley, Humphries, Fortney, Bernhold, Steffens, Asper, Papenhagen, and Staelgraeve; motion carried unanimously.

**e. Motion to Approve a Stipend for the October 26, 2023 CCBHC Ribbon Cutting Ceremony**

John Burkardt moved to approve a stipend for the October 26, 2023 CCBHC Ribbon Cutting Ceremony. Catherin Bernhold supported. Roll call: In favor: Pasko, Ray, Burkardt, Curley, Humphries, Fortney, Bernhold, Steffens, Asper, Papenhagen, and Staelgraeve; motion carried unanimously.

**XI. AUTHORITY AND REGIONAL POLICY REVIEW/APPROVAL**

**a. Motion to Approve the Authority Policy, Procedure, and Exhibits as Presented**

- i. Policy:
- ii. Procedure:
- iii. Exhibit:
  - i. Rescind:

There were no local policies to approve in October.

**b. Motion to Approve the Regional Policies as Presented**

- i. Policy:

There were no regional policies to approve in October.

**XII. RELATIONSHIP WITH REGION, COUNTY, AND OTHERS**

**a. Regional Reports**

- i. Regional PIHP Board Meeting Minutes – Minutes were included in the packet.

**XIII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER**

- a. Financial Report – Lisa Graham commented on the July financials. Richard Carpenter expects to have fiscal year numbers completed by January and will be able to present the first few months of CCBHC.

- b. Chief Executive Officer's Report: Lisa Graham presented the Fiscal Year 2023 Outcomes Report highlighting accomplishments against the five areas of the Strategic Plan: Recruit and Retain Qualified Staff; Assure Competent and Accountable Leadership; Responsive and Reliable Community Partner; Financial Strategy Supports MCMHA Mission; and Services Meet the Needs of the Consumer. The next step is to develop a Fiscal Year 2024 Strategic Plan and will include enhancing quality metrics, an MCMHA dashboard, expansion of crisis services, implementation of additional Evidence Based Practices (EBPs), first impressions, and an emphasis on engagement.

John Burkardt congratulated Lisa and her team on the retention of staff. This is something to be very proud of.

Pam Ray commented that it makes her proud to see what the agency has accomplished and requested the outcomes and accomplishments to be made aware to the community.

#### **XIV. NEW BUSINESS**

- a. Board Holiday Dinner – the Board Holiday Dinner is an event for Board Members and the Executive Leadership Team. The Holiday event will take place on Friday, December 1, 2023 at the Monroe Golf and Country Club beginning at 6:30pm. An invitation will be sent requesting your RSVP or Regrets. Entrée selections will be sent to those that RSVP mid-November. As a reminder, the Board Holiday Dinner event is not a sponsored agency event and is at the cost of the attendee.

#### **XV. CITIZEN COMMENTS**

Mike Humphries commented on the Citizen Rule of Conduct.

Darla Myers, Monroe Board of Public Schools, gave congratulations on the amazing list of accomplishments in FY2023 and reminded the Board that we are here because we care about what is happening in the community and with mental health. Darla sits on the Community Coalition and commented that under Lisa's leadership, and other members of the team, has brought some great resources. Darla is happy to be a part of the Community Coalition and will share MCMHAs accomplishments with the community.

Rebecca Turner, Catholic Charities, congratulated the Board on achieving CCBHC Certification. Rebecca sits on the Community Coalition and commented that the leadership team is outstanding. Monroe CMH has a very welcoming environment and I look forward to working with Monroe CMH.

#### **XVI. BOARD ANNOUNCEMENTS**

Rebecca Pasko questioned when the Board's feedback summary will be for review in the Board Bylaw's Committee. Lisa Graham commented a feedback tool will be sent to the Bylaw's and Policy Committee by November 2<sup>nd</sup> for review.

Pam Ray commented on the passing and celebration of life of a consumer.

Chantele Steffens congratulated Lisa Graham on everything that has been accomplished and commented on the Consumer Advisory Committee Open House last week.

John Burkardt commented on a Choir Concert taking place at the Monroe County Community College on Monday, October 30th and attending the CMHAM Fall Conference.

Susan Fortney commented on enjoying the Benesh Building tour. The staff at Crossroads Clubhouse provided a delicious lunch.

Dawn Asper is looking forward to sitting on the Community Relations Committee.

Ken Papenhagen commented, good job everyone.

Deb Staelgraeve commented on how nice the accomplishments were laid out.

Becca Curley congratulated all staff on the accomplishments for this last year and those at the Benesh Building. We have a great springboard for moving forward.

Mike Humphries commented he is proud of the entire organization and to achieve the CCBHC Certification. Looking forward to seeing everyone at the CCBHC Ribbon Cutting Ceremony.

Catherine Bernhold commented that Section 1 and Section 2 of the Board Governance Policy Manual will be sent to the full Board for review and feedback.

**XVII. ADJOURNMENT**

Catherine Bernhold moved to adjourn the meeting. John Burkardt supported.

Mike Humphries adjourned the meeting at 6:26pm.

Submitted by,



Catherine Bernhold  
Board Secretary

LG/dp 10/31/23

