



**BOARD OF DIRECTORS REGULAR MEETING MINUTES
November 15, 2023**

Present: Michael Humphries, Chairperson (arrived at 5:07pm); Susan Fortney, Vice Chairperson; Catherine Bernhold, Secretary; John Burkardt; Deb Staelgraeve; Chantele Steffens; Dawn Asper; Rebecca Pasko; Ken Papenhagen; Rebecca Curley; and LaMar Frederick

Excused: Pam Ray

Absent:

Staff: Lisa Graham

Guests: 8 guests attended

I. CALL TO ORDER

The Board Chairperson, Mike Humphries, called the meeting to order at 5:07 p.m.

Lisa Graham introduced Cat Farnham, Desi Poupard, and Stephan Pietszak from Crossroads Clubhouse. They will be filming the monthly Board Meetings.

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

Request made to add Banking Solution and Letter from Chase as a motion for consideration under section X as item c.

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

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE October 25, 2023 BOARD MEETING AND WAIVE THE READING THEREOF

John Burkardt moved to approve the minutes from the October 25, 2023 Board Meeting and waive the reading thereof. Ken Papenhagen supported. Motion carried unanimously.

VI. FEEDBACK SUMMARY

Mike Humphries reviewed feedback from the October 25, 2023 Board Meeting.

VII. CITIZEN COMMENTS

There was no citizen comment.

VIII. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS

- a. **CCBHC Finance** – Richard Carpenter commented that we are one month into the CCBHC demonstration and provided a high-level overview on the complexities and how funding works for CCBHC. Financial statements including CCBHC funding will be available in January for the Business Operations Committee and included in the January Board Packet.

IX. BOARD COMMITTEE REPORTS

a. Motion to Place on File All Written Reports

Rebecca Curley moved to place on file all written reports. Ken Papenhagen supported. Motion carried unanimously.

Written reports on file: Clinical Operations, and Executive.

b. Motion to Approve the 2024 Board of Directors Calendar

LaMar Frederick moved to approve the 2024 Board of Directors Calendar. Deb Staelgraeve supported. Discussion followed. Motion approved unanimously.

X. ITEMS FOR BOARD ACTION

a. Motion to Approve the Consent Agenda Less Item _____

No contracts for November

b. Motion to Approve the Purchase of a 2024 Trailblazer at the Cost of \$30,909 for the Intensive Outpatient (IOP) Substance Abuse Program

LaMar Frederick moved to approve the purchase of a 2024 Trailblazer at the cost of \$30,909 for the Intensive Outpatient (IOP) Substance Abuse Program. Chantele Steffens supported. Discussion followed. Roll call: In favor: Pasko, Steffens, Frederick, Burkardt, Humphries, Fortney, Bernhold, Asper, Curley, Papenhagen, and Staelgraeve; opposed: none; motion carried unanimously.

c. Motion to Approve Engagement with JP Morgan Chase for Banking, Credit Card, and Investment Management Services and for Lisa Graham, CEO, and Richard Carpenter, CFO, as signatories for these new accounts

Richard Carpenter commented that the banking and credit card relationships have been in place for years and have not been reevaluated, while the needs of Monroe CMHA continued to grow and evolve. Management has obtained a proposal from JP Morgan Chase identifying services available at a reasonable cost. An analysis and breakdown were provided in the Board Packet.

LaMar Frederick moved to approve engagement with JP Morgan Chase for banking, credit card, and investment management services and for Lisa Graham, CEO, and Richard Carpenter, CFO, as signatories for these new accounts. Ken Papenhagen supported. Discussion followed. Roll call: In favor: Steffens, Frederick, Burkardt, Humphries, Fortney, Bernhold, Asper, Curley, Papenhagen, and Staelgraeve; opposed: none; abstain: Pasko; motion carried.

XI. AUTHORITY AND REGIONAL POLICY REVIEW/APPROVAL

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

- i. Policy: N/A
- ii. Procedure: N/A
- iii. Exhibit: N/A
- i. Rescind: N/A

b. Motion to Approve the Regional Policies as Presented

- i. Policy: N/A

XII. RELATIONSHIP WITH REGION, COUNTY, AND OTHERS

a. Regional Reports

- i. Regional PIHP Board Meeting Minutes – Minutes were included in the packet.
 - 1. LaMar Frederick commented that there was a lawsuit that started several years ago for purposes of funding that was believed by the PIHP that should have been paid by the State. Negotiations took place and the PIHP Director said there was a stalemate and that there were two alternatives. Start another lawsuit or take what has been negotiated. The conclusion was why spend more funds on a lawsuit. The group decided to take the money they offered and move forward. We have received two million and waiting for the rest of the payment.

XIV. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- a. Financial Report – Richard Carpenter provided updates.
 - i. Finance Update – There is no budget to actual for this month. We are in the new financial system now and it is going well. We did an interim financial report to give an estimate for the end of the fiscal year. We are not sending any money back. We are reporting a small overspend of less than 5%. We are showing a small deficit and need to let the PIHP know what we did differently than the other CMHs.
 - ii. Local Match – There is a requirement to provide a local match payment. Washtenaw is opting out of the local match. A letter is being sent.
 - iii. Agency Holiday Party – The holiday party for staff would be about \$3500. This does not require Board action. Looking to develop a policy for future events.
 - iv. PIHP Payment – Two million came from PIHP, another 4 million coming. This is not new revenue from a budget perspective, this is money that was spent 5 years ago.
- b. Chief Executive Officer's Report included an update on: Staff Satisfaction Survey; Non-Union Grievance Data; MCMHA Holiday Event; CCBHC Enrollment; FY2023 Year End; Revel Update; and Universal Referral Pilot.

Lisa Graham passed out the FY2022 Annual Report to Board Members. This annual report would have come out in April or May 2023 and includes Board Members that were on the Board in FY2022. Revel is working on the FY2023 Annual Report and will be completed in Spring 2024.

Chantele Steffens requested that a consideration of a year-end bonus be added to the Business Operations Committee agenda for discussion with Finance to know if it is a possibility.

Lisa Graham commented that a one-time bonus was provided to staff last year. This can be added to the Business Operations agenda for discussion as Chantele's point is timely. We will be negotiating a Union Contract in 2024 and the Board can talk about this consideration.

XV. NEW BUSINESS

XVI. CITIZEN COMMENTS

There was no citizen comment.

XVII. BOARD ANNOUNCEMENTS

Rebecca Pasko commented on attending the State Policy and Legislation Committee. The committee meets every other month. Today there was a bill that went through and sent to the Governor's desk that will affect our special needs. You are not supposed to restrain or have hands on, but the bill went through for safety purposes. This bill will cover "in case of emergencies" where you can put hands on. Another bill that will affect us is the house bill 1584 and 1585 which has to do with licensing. The request is for social work licensing exams to be dropped so that you can become a social worker without taking the exam. Michigan would be the 3rd state to pass this bill.

It was suggested to add the CMHAM Policy and Legislation committee as an endorsed meeting so that Rebecca Pasko could receive a Board Stipend for attending.

Motion to Approve the Committee List and Scope to include an endorsement for the CMHAM Policy and Legislation Committee. Susan Fortney supported. Roll call: Staelgraeve, Papenhagen, Curley, Asper, Bernhold, Fortney, Humphries, Burkardt, Frederick, Steffens, and Pasko. Motion carried unanimously.

Deb Staelgraeve reminded Board Members about the tree lighting downtown Monroe on November 17th.

Board Members wished each other a Happy Thanksgiving.

XVII. ADJOURNMENT

Mike Humphries adjourned the meeting at 6:41pm.

Submitted by,



Catherine Bernhold
Board Secretary

LG/dp 11/17/23