



**BOARD OF DIRECTORS REGULAR MEETING MINUTES
June 28, 2023**

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

Excused:

Absent:

Staff: Lisa Graham

Guests: 6 guests attended

I. CALL TO ORDER

The Board Chairperson, Mike Humphries, called the meeting to order at 5:00 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

Ken Papenhagen moved to adopt the draft agenda as presented. Dawn Asper supported. Motion carried unanimously.

Chantele Steffens requested to be appointed to the Business Operations Committee and mentioned another Board Member that would like to be appointed to the Clinical Operations Committee. Mike Humphries commented that committee sign up will happen in June and committee appointments will be made at the July Board Meeting.

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE MAY 24, 2023 BOARD MEETING AND WAIVE THE READING THEREOF

Pam Ray moved to approve the minutes from the May 24, 2023 Board Meeting and waive the reading thereof. Ken Papenhagen supported. Motion carried unanimously.

VI. FEEDBACK SUMMARY

Mike Humphries reviewed feedback from the May 24, 2023 Board Meeting.

VII. CITIZEN COMMENTS

Sandy Libstorff commented on a Joint Commission complaint and assisting a child at Oaks.

Judy Greene commented on CMH providing 24/7 care, Team Wellness, and is looking for a response on the vehicle purchased for crisis mobile.

VIII. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS

IX. BOARD COMMITTEE REPORTS

a. Motion to Place on File All Written Reports

John Burkardt moved to place on file all written reports. Catherine Bernhold supported. Motion carried unanimously.

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

Board Bylaws & Policy - Susan Fortney commented the committee is continuing to make progress on amending the Bylaws and Governance Policy Manual.

Clinical Operations – Chantele Steffens suggested having a call log for tracking calls and walk-ins at the Benesh Building.

b. Board Committees

- i. Sign Up – The Committee List and Scope will be emailed to Board Members to sign up for what available committees you would like to participate in and if you are interested in being a Committee Chair.
- ii. Committee Capacity – Mike Humphries received opinions from Board Members on committee capacity. Most Board Member responses were to keep committee capacity at 5 with the ex-officio as the sixth member. Committee appointments will take place at the July Board Meeting.
- iii. Guidelines for Participation – Mike Humphries received opinions from Board Members on committee participation for appointed membership versus guest Board Members. Mike will provide guidelines at the July Board Meeting.

X. ITEMS FOR BOARD ACTION

a. Motion to Approve the Consent Agenda Less Item _____

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

LaMar Frederick provided an overview of the Administrative Contract for Healia Health. Healia Health involves a coordination of benefits for employees. If the Board can put this in place, employees will have an additional option that will result in a better plan at a lesser cost and at the same time save funds on our own premiums. The Business Operations committee did their due diligence and satisfied rates are within budget.

LaMar Frederick moved to approve the Consent Agenda. Pam Ray supported. Discussion followed. Roll call: In favor: Burkardt, Frederick, Steffens, Ray, Pasko, Staelgraeve, Curley, Asper, Papenhagen, Bernhold, Fortney; and Humphries; opposed: none; motion carried unanimously.

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: LOCUS Procedure; and Suicide Risk Assessment Procedure
- iii. Exhibit: Report of Death Exhibit
- iv. Rescind: In Person Consumer Contacts During COVID Policy; Expectations for Remote Work Policy; Positions Eligible for Telecommuting Exhibit; Phased Approach to Resuming Standard Operations Exhibit; Level of Care Policy; Level of Care Criteria for DD Exhibit; Level of Care Criteria for MIA Exhibit; and Level of Care Criteria for Child & Family Exhibit

Pam Ray moved to approve the Authority Policy, Procedure and Exhibits Presented. Dawn Asper supported. Motion carried unanimously.

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 – Provided in the Board Packet

XIII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- c. Financial Report – Lisa Graham was available for questions.
- d. Chief Executive Officer's Report included the: MDHHS CCBHC Demonstration Expansion; Crisis Mobile Unit; Marketing/Promotion; Human Resources Exit Interviews; Finance; Juneteenth Holiday; Team Wellness follow-up; Standard Cost Allocation; Conflict Free Case Management; Community Coalition follow-up; and Monroe County Fair Booth for Monroe CMH.

XIV. NEW BUSINESS

XV. CITIZEN COMMENTS

Judy Greene commented that Board Committees cannot be closed and cannot be voted within. Judy would like a response on what agenda and what minutes show the discussion on the purchase of the mobile crisis vehicle and where did the money come from to purchase it. Evaluations need to be written and would like to know how to FOIA those. Looking forward to hearing about team wellness. The CFO is not attending the Board Meetings.

Sandy Libstorff commented on the Rehman contract and paying an additional \$25,000 for Standard Cost Allocation and the CFO is not in attendance at the Board Meetings. Sandy commented on Recipient Rights complaints.

XVI. BOARD ANNOUNCEMENTS

Dawn Asper commented on the transition of Board Members and looking forward to getting to know them. The Board Workshop went well and thinks the Board is getting better at communication.

Deb Staelgraeve read the following statement into the record: I am aware of a new Facebook group that was recently started by a former member of this board to share information that is being obtained through the Freedom of Information Act regarding Monroe Community Mental Health as well as the actions of this board. I am also aware of a post in that group in which the same former board member mentioned me by name with regard to Lisa Graham’s performance evaluation for the year 2022. I would like to address the issue raised in that post.

It is the board’s responsibility to conduct an annual performance evaluation of the CEO, and the 2022 evaluation was to have been completed by the end of February of 2023. The individual who has publicly criticized the actions of this board in our meeting of May 24, 2023 was a member of the board that had failed to complete the performance evaluation in a timely manner. When the matter was addressed at our May meeting, there were four new members of the board, myself included, who had never had an opportunity to observe Ms. Graham’s performance in 2022. I felt that, given the failure of the previous board to fulfill its obligation, and with the four new members not being familiar enough to render an opinion, it would be in the best interests of the board, Ms. Graham, and the organization itself, to render a satisfactory evaluation and move on. Yes, I did make the motion, and the motion did pass.

Going forward, it is my intention to encourage the development of an effective process for observing the performance of the CEO and fulfilling the board’s obligation to complete an annual performance evaluation in a timely manner as required.

XVII. ADJOURNMENT

Mike Humphries adjourned the meeting at 6:41pm.

Submitted by,



Catherine Bernhold
Board Secretary

LG/dp 7/10/23