

## Board of Directors Meeting Minutes

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December 19, 2024

1:00 p.m.

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**Board Members Present:** Ruth Pilon, Al Cambridge, Ty Wessell, Dean Smallegan, Penny Morris, Tony Lentych, Christal Frost Anderson, Dave Freedman, Greg McMorrow, Ben Townsend, Lynn Pope, Mary Marois, Tom Bratton

**Absent:** Eric Ostergren, Shawn Kryacs, Carol Blake

**Others Present:** Vickie McDonald, Brian Martinus, Neil Rojas, Kevin Hartley, Mark Crane, Kim Silbor, Rob Palmer, Hillary Rappuhn, Carrie Hubbel, Clarisse Hartnett-Manny, Vickie Pullin, Tracey L Fuller, Anna Call.

**Others Virtual:** Ann Ketchum, Jeremiah Williams, Dean Baldwin, Daniel Mauk, Treasa Cooper, Melanie Schopieray, Terri Henderson, Matx Adtbacka, Erica Longstreet, Darryl Washington, Becky Brown, LH, Elizabeth Totten, Amanda Ritchie, Larua Argyle, Caleb Gomez, Manda Clements, Tiffany Fewins, Kari Barker, Jessica Williams, Somer Quinlan, Melissa Bentgen, Kiley Fields, Jordan Byington, Alyssa Heider, Melissa Trout, Kassie, Pamela Petroelje, Lori Stendel, Erica Smith, Amanda Clark, Michael Corby, DF, Cindy Peterson, Jillian Smithingell, Aimee Horton Johnson, Kristin Page, Rob Palmer, 6 unknown attendees.

**Call to Order:** 1:00 p.m.

**Conflict of Interest:** None.

**Approval of Agenda:**

<b>MOTION:</b>	<b>Approve the agenda</b>
<b>RESULT:</b>	<b>ADOPTED. [UNANIMOUS]</b>
<b>MOVER:</b>	<b>D. Smallegan</b>
<b>SECONDER :</b>	<b>D. Freedman</b>

<b>MOTION:</b> Approve the Consent Agenda
<b>RESULT:</b> ADOPTED [UNANIMOUS]
<b>MOVER:</b> T. Wessell
<b>SECONDER:</b> B. Townsend

Consent agenda included the November 21, 2024 minutes which were approved.

### **Public Comment:**

Patricia Fuller from Given Hope Home Health Services brought concerns to the Board regarding an audit, reporting discrepancy with findings in the review, resulting in fines. She also expressed concern with the lack of communication with the agency. She referred to a letter sent to the board on November 19<sup>th</sup> describing the incident.

Karen Killian spoke on behalf of herself and her daughter, being a consumer since January 2023, and the lack of support for females in the community dealing with trauma and abuse. She requested research into the gaps in the system and lack of support for abuse victims.

The board agrees that the change to the committee structure with the community engagement committee in place will bring an overdue response for both comments.

**Celebrate Northern Lakes:** The board recognized Clarisse Hartnett-Manny, Training Specialist. She has worked for the agency for 29 years and is retiring January 31<sup>st</sup>. Clarisse feels like she was given the opportunity to obtain her dream job here at the agency. With a background in education, she felt training others is a great fit and enjoys working directly with group homes, CLS workers and many others. She feels she is passing the baton to a great team and is thankful for all the support. The board greatly appreciates all you do and thanks you.

### **Report of Officers:**

**Recipient Rights Report:** Next report to be made in January.

**Interim Chief Executive Officer's Report:** Brian reminded the Board to register for the Winter Conference with early bird registration date of January 17<sup>th</sup>. Updating emails, team's folder, and overall updates are a priority and encourages the board to contact the IT department for access to their CMH email. The board had an opportunity to do a walk-through of the Grand Traverse Center for Mental Wellness December fifth which has a soft opening January 5<sup>th</sup>. The new board schedule has been posted with updates needed for June 19<sup>th</sup> being a federal holiday and the August location change to Leelanau County. Brian explained that efficiencies vary from team to team as their job requirements and travel time alter their efficiency capabilities.

The board requested the dashboard reports have a 13-month rolling view and the Team efficiency reports show prior year's data for easier comparison. They also request a font change for easier viewing.

**Chief Financial Officer's Report:** Kevin Hartley, Chief Financial Officer will report both October and November in January.

### **Committee Reports:**

**NMRE:** Ruth Pilon reported official lawsuit with the state upon the attorney general's approval to move forward. The Waskul Settlement is the center of the lawsuit. Two CMH agencies also refused to sign the contract with MDHHS as is and made changes that MDHHS refused to accept. MDHHS threatened to remove them from the CMH system. She will have the lawsuit paperwork forwarded to the board members. Tom Bratton added three points. First, the forensic audit report will be extended to January.

Second, Opiate Settlement money of about 1 mil has been received by the NMRE. Third, SUD Committee has received a couple of grants. Upon request, the NMRE administration agrees to give feedback on how grant programs work and how decisions are made for distribution.

**RRAC:** Tony Lentych reported that the December 5<sup>th</sup>, RRAC was cancelled. The next meeting is scheduled February 6, 2025 with the full year's schedule is in the Board packet.

**Ad Hoc CEO Search Committee:** Tom Bratton reported that the board is ready to start the CEO search as the conditions of the forensic audit and Governance Policy have been completed. The NMRE agreed for the Board to move forward on their own with the search. The next meeting is scheduled January 9<sup>th</sup> and will be meeting the second Thursday monthly at 1:00 to get started focusing on budget, timeline and search firms. The agenda will be shared, and location is to be determined. They will also ask for help from the Human Resources department.

**Executive Committee:** Greg McMorrow reported that he will not be in for the January meeting, which will be ran by Penny. They request that the board support Stacy with a card to be passed around as she is on extended medical leave. Additionally, the board agenda is put together by the executive committee which will include committee reports, like today's agenda, and an additional topic of discussion. Any board member can request a topic of discussion.

**Finance:** Al passed out today's meeting agenda which included meeting staff from the contracts and finance departments, financial reporting timelines, audit extensions and time requirements (extension till March 31<sup>st</sup>), auditor contract search and renewal, and contract review and amendments. They will meet monthly at 11:00 before the board meeting on the day and location of the board meeting. Further discussion over movement of invested monies was made with the agreement that the board does not need to vote on the movement, but the Finance Committee will keep the board informed of the movement.

**MOTION: For the board to request immediate release of information of the forensic audit, accepting a preliminary report, regardless of the outcome.**

**RESULT: ADOPTED [UNANIMOUS]**

**MOVER: T. Wessell**

**SECONDER: G. McMorrow**

**Policy Committee:** Dave Freedman reported the committee met Monday December 16<sup>th</sup> producing a charter and outlined the intentions of the committee. They are requesting an additional representative from a different county join their committee and will meet at least monthly. Communicating with Darryl Washington, Chief Strategic Officer, they will regularly review existing policies and identify areas of improvement or potential updates. They will also initiate the development of new policies as needed to address emerging issues or changing circumstances and present policy recommendations to the full Board for review and approval.

**Community Engagement and Services Committee:** Cristal Frost Anderson reported that their committee along with Darryl Washington, Chief Strategic Officer, met this morning highlighting the outline from the board in the areas for the committee focus on. This included assessing community needs, developing

strategic plan to address community needs, and the reviewing and recommending of new program proposals and related contracts. Discussion with Darryl focused on what was currently being done, what needed to be changed and how to communicate to the Board whether public comments have been addressed and possibly adding updates to the CEO report. Discussion of adding Deb Freed, Public Relations, to the committee was also discussed. The committee has a goal of becoming a trustworthy entity of the community. The committee will continue to meet monthly with review in July. They would also like representation from other counties.

**Personnel Committee:** Ruth Pilon reported that she and Cristal Frost Anderson met with Neil Rojas, Chief Human Resources Officer and Becky Brown, Human Resources Specialist, discussing five areas.

1. Assuring compliance with federal and state laws.
2. Establishing parameters.
3. Monitoring compliance with staff.
4. Recommending personnel policies and procedures to be reviewed.
5. Review and monitor staffing needs and moral with an anonymous quarterly survey.

The committee will meet quarterly with next meeting in April.

Board comment cautions committees to not step into the daily work and operations of employees and micromanaging but finding a balance to help.

**Unfinished Business:**

**Committee Structure and Assignments:** Greg will research equal representation of counties on all committees.

**Wage Study:** Two proposals have been sent to the board for review. The Rehmann Group and Municipal Consulting Services' proposals were compared. Municipal Consulting Services comes highly recommended and is \$15,000 less. This company initially declined due to current commitments but opened availability with a 120-day response request from the initial submission date of November 24th. Questions of the timeliness of the study with regards to unknown forensic audit results and pending CEO position to be filled and questioned what if the study is at a disadvantage and there is nothing that the agency can do were discussed. It was verified that funding is available to proceed with the study. HR reports that the bargaining agreement with Teamsters will be coming soon, and transparency is important to staff. There was agreement that having more information is more important than timing. Board agrees that Municipal Consulting Services is the best proposal.

**MOTION: To accept Municipal Consulting Services proposal and to move vote until January.**

**RESULT: ADOPTED [UNANIMOUS]**

**MOVER: A. Cambridge**

**SECONDER: B. Townsend**

**Public Comment: None**

**Announcements/Board Member Reports/Board Association:**

Dave – Question of the procedural issue regarding the number of bids required and requests the Policy Committee to research this.

Al – Attended the ROOC Christmas party with the opportunity to meet the staff. He described them as the kindest group of staff who are doing a great job and are creating a great culture and are very welcoming. He expressed gratitude for his son having the opportunity to participate in their program.

Greg – Attended Grand Traverse Center for Menal Wellness open house. He described it as an impressive site, excellent facility, and speaks highly of our community.

Crystal - Agreed with Greg and included praise on the number of community partners involved.

**Next Meeting:** January 16, 2025, 527 Cobb St. Cadillac MI, 49601

**Adjournment:** The meeting adjourned at 3:10 p.m.

Respectfully Submitted,

Victoria McDonald, Administrative Specialist

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Greg McMorrow, Chairperson

Lynn Pope, Secretary

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