**Newaygo County Mental Health**

**Minutes of the Regular Meeting**

February 13, 2018

10:00 a.m.

**Call to Order/Welcome/Prayer**

The regular monthly meeting of the Board of Directors of Newaygo County Mental Health was called to order by Chair Steil at 10:00 a.m. on Tuesday, February 13, 2018 in the Board Conference Room.

Member Taube opened the meeting with prayer.

**Roll Call**

Members Present: Ralph Bell, Sarah Boluyt, Kathy Broome, Michael Hamm (arrived at 10:05 a.m.), Adele Hansen, Steve Johnson, Catherine Kellerman,

Bryan Kolk, Todd Koopmans, Helen Taube and Susan Twing

Others Present: Director Geoghan, Carol Mills, Chief Operating Officer, Shannon Woodside, recording secretary and (1) member of the public.

**Communications from the Public**

No communication from the public.

**Approval of Agenda**

**Motion** by Member Kolk, supported by Member Kellerman, to amend the agenda to move 9.2

Finance to 7.0 and move 7.0 Corporate Compliance Plan Presentation to 10.5. Motion carried

Unanimously.

**Approval of Minutes**

**Motion** by Member Boluyt, supported by Member Kellerman, to approve the minutes of Regular Board meeting of January 9, 2018, as presented in 6.0. Motion carried unanimously.

**Finance**

Check Register and Cash Statement were reviewed with the following inquiries addressed by Carol Mills, Chief Operating Officer.

*Check Register*

91683 Joe Gardner $1,216.54; This is for staff reimbursement.

91716 State of Michigan $18,488.99; This is for payroll taxes.

91727 Command Health $1,040.17; This is for our transcription

service.

91739 NCRESA $1,000.00; This is for our internet.

91775 Allegan Enrichment Center $6,045.00; This is for a residential home

located in Nunica.

91833 Michigan Municipal Risk $19,430.50; This is for liability and car

Management Authority insurance.

*Cash Statement*

No questions.

*Purchase of Vehicle*

**Motion** by Member Taube, supported by Member Kellerman, to authorize the Executive Director or designee to purchase a 10 passenger, Dodge Grand Caravan for Dallas foster are home in an amount not to exceed $23,000.00. Discussion took place. Motion carried unanimously.

*In-Depth Excavation & Construction*

**Motion** by Member Taube, supported by Member Bell, to approve In-Depth Excavation & Construction invoice for the amount of $22,103.00. Discussion took place. Motion carried unanimously.

**Director’s Update**

Director Geoghan reviewed his written report presented in 8.0. Discussion took place.

**Executive Committee**

Minutes of January 19, 2018 were reviewed.

*Executive Director Geoghan’s Letter of Resignation*

**Motion** by Member Steil, supported by Member Koopmans, to accept Executive Director Geoghan’s Letter of Resignation, effective October 5, 2018. Discussion took place. Motion carried unanimously.

**Policy Committee**

The next Policy Committee meeting is scheduled for March 29, 2018 at 10:00 a.m.

**Recipient Rights Committee**

Minutes of February 12, 2018 were reviewed.

**Promotion & Education Committee**

No meeting.

**Consumer Advisory Committee**

Reviewed minutes of January 25, 2018.

**Mid-State Health Network**

Discussed Operations Council meeting that Director Geoghan attended and Mid-States Board of Directors meeting attended by Members Hamm and Johnson. Next Board of Directors meeting is March 6, 2018, in Alma at 5 p.m.

**Presentation**

Andrea Fletcher, Quality Improvement/Corporate Compliance Coordinator presented the 2017-2018 Corporate Compliance Plan. Questions were addressed.

**Motion** by Member Boluyt, supported by Member Hansen, to approve the 2017-2018 Corporate Compliance Plan. Discussion took place. Motion carried unanimously.

**MACMHB**

Member Kellerman reported that the Spring Conference will be held in Novi, MI. Hotels are not within walking distance of the conference center but there will be a shuttle service for both days of the conference.

**Communications from the Public**

None.

**Adjournment**

Chairman Steil adjourned the meeting at 11:08 a.m.

Albert Steil, Chairperson Sarah Boluyt, Secretary