

# **Newaygo County Mental Health Minutes of the Regular Meeting**

May 8, 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, May 8, 2018 in the Board Conference Room.

Member Kolk opened the meeting with prayer.

## **Roll Call**

Members Present: Ralph Bell, Sarah Boluyt, Kathy Broome, Michael Hamm, Adele Hansen, Steve Johnson, Catherine Kellerman, Bryan Kolk, Todd Koopmans, Albert Steil, Helen Taube and Susan Twing

Others Present: Director Geoghan, Carol Mills, Chief Operating Office; and Shannon Woodside, recording secretary

## **Communications from the Public**

No communication from the public.

## **Approval of Agenda**

**Motion** by Member Kolk, supported by Member Broome, to amend the agenda to add the Fiscal Year Contract between Michigan Department of Health & Human Services and Community Mental Health Services Program to 9.0 Director's Update. Motion carried unanimously.

## **Approval of Minutes**

**Motion** by Member Kolk, supported by Member Koopmans, to approve the minutes of the Regular Board meeting of April 10, 2018. Motion carried unanimously.

## **Election of Officers**

Per the minutes of the Executive Committee meeting on April 20, 2018, nominations for election of officers resulted in the following:

Chair: Steve Johnson and Albert Steil

Vice-chair: Catherine Kellerman

Secretary: Sarah Boluyt and Helen Taube

Treasurer: Sarah Boluyt and Helen Taube

## *Chair*

Nominations for Chair were presented: Member Johnson and Member Steil. Member Steil withdrew his name from the nominations.

Chair Steil requested nominations from the floor times three for the Office of Chair. Member Kellerman requested to be put on the ballot for the Office of Chair, she was added to the ballot with no objections. Nominations were closed.

Roll call vote for Chair:

Bell:	Johnson	Kellerman:	Kellerman
Boluyt:	Johnson	Kolk:	Johnson
Broome:	Johnson	Koopmans:	Johnson
Hamm:	Johnson	Steil:	Kellerman
Hansen:	Johnson	Taube:	Johnson
Johnson:	Johnson	Twing:	Johnson

Johnson: 10 votes  
Kellerman: 2 votes

**Member Johnson elected as Chair, the gavel was presented to him by Member Steil.**

*Vice-chair*

Nominations were presented: Catherine Kellerman.

Chair Johnson requested nominations from the floor times three for the Office of Vice-chair. None received. Nominations were closed.

**Motion** by Member Hamm, supported by Member Kolk, to nominate Member Kellerman as Vice-chair. Motion carried unanimously.

**Member Kellerman elected as Vice-chair.**

*Secretary*

Nominations were presented: Sarah Boluyt and Helen Taube.

Chair Johnson requested nominations from the floor times three for the Office of Secretary. None received. Nominations were closed.

Roll call vote for Secretary:

Bell:	Boluyt	Kellerman:	Boluyt
Boluyt:	Boluyt	Kolk:	Boluyt
Broome:	Boluyt	Koopmans:	Boluyt
Hamm:	Boluyt	Steil:	Boluyt
Hansen:	Boluyt	Taube:	Boluyt
Johnson:	Boluyt	Twing:	Boluyt

Boluyt: 12 votes  
Taube: 0 votes

**Member Boluyt elected as Secretary.**

*Treasurer*

Nominations were presented: Member Boluyt and Member Taube.

Chair Johnson requested nominations from the floor times three for the Office of Treasurer. None received. Nominations were closed. Member Boluyt withdrew her name from nominations.

**Motion** by Member Boluyt, supported by Member Broome, to nominate Member Taube as Treasurer. Motion carried unanimously.

**Member Taube elected as Treasurer.**

**Presentation**

Derek Miller from Roslund, Prestage & Company presented the 2017 Financial Audit of September 30, 2017, noting there were no issues identified. Questions were addressed.

**Motion** by Member Steil, supported by Member Hamm, to approve the 2017 Financial Audit as presented. Discussion took place. Motion carried unanimously.

**Director's Update**

Director Geoghan reviewed his written report presented in 9.0. Discussion took place.

**Motion** by Member Boluyt, supported by Member Steil, to authorize the Executive Director to sign the Fiscal year 2018 Contract Amendment #2 between Michigan Department of Health & Human Services and Community Mental Health Services Program. Discussion took place. Motion carried unanimously.

**Executive Committee**

Reviewed Minutes of March 28, 2018. Discussion took place.

*Staff Leave of Absence Extension*

**Motion** by Member Koopmans, supported by Member Hamm, to approve Jennifer Deja's request for an extension of leave time through July 24, 2018. Discussion took place. Motion carried unanimously.

**Finance**

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

*Check Register*

92323 Muskegon Fire Equipment, Inc.	\$211.25; This amount is for Rex Home for malfunction of equipment.
92336 Deur Speet Motors	\$21,097.00; This amount is for a new van for Dallas Home.
92382 Verizon Wireless	\$423.60; This amount is for hotspots for staff to connect their computers to while in homes of the consumers.
92384 Wilson & Wynn Interventions	\$920.00; This amount is for a Psychologist that writes behavior plans for the Youth Team primarily.

92402 The Right Door	\$11,835.00; This amount is for one Psychologist and Nurse to perform Telemed services.
92458 Hiring Solutions	\$10,350.00; This amount is half payment to company facilitating the CEO search.
92462 PCE/Peter Chang Enterprises, Inc.	\$12,880.00; This amount is for our new Electronic Health Record system.
92496 Josephine Toliver	\$84.00; This amount is for a check that was not cashed so a new check was reissued.
92500 Carol Mills	\$659.62; This amount is for expenses.
92501 Michigan Disability Rights Coalition.	\$210.00; This amount is for conference registration for three staff members.

*Cash Statement*

No questions.

*Financial Statement*

Reviewed March 2018 financials presented in 10.2.3. Discussion took place.

**Policy Committee**

No meeting scheduled.

**Recipient Rights**

Next meeting is May 14, 2018 at 10:00 a.m.

**Promotion & Education Committee**

Wall-A-Mile Rally was a huge success. NCMH had three staff members escort seven consumers to the rally; this was the first time attending for three of the consumers and the other four have previously attended. One of the consumers held our county's flag up in front of 2,500 people and read a note card in front of them as well.

No meeting scheduled.

**Consumer Advisory Committee**

Member Broome shared that she is trying to arrange for a member of Families Against Narcotics (FAN) to speak at the next (CAC) meeting and is also trying to reschedule the speaking engagement with our state representative.

Next meeting is May 24, 2018 at 1:00 p.m.

**Mid-State Health Network**

Member Hamm and Johnson gave a brief update on the following:

- 298 Pilot projects
- 1115 Waiver
- Saginaw to pay back funds by September 1<sup>st</sup>.

**CMHAM**

Member Kellerman shared that Member Services is meeting in June.

**Communications from the Public**

Member Johnson thanked everyone for their support in him as being Chair of the Board of Directors. The Spring Conference in Novi went well and to remember to send feedback regarding the conference via email, you should have received an email with instructions.

**Adjournment**

Chair Johnson adjourned the meeting at 12:17 p.m.

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Steve Johnson, Chairperson

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Sarah Boluyt, Secretary