

**Newaygo County Mental Health**  
**Minutes of the Regular Meeting**  
**September 9, 2021**  
**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 DeLaat at 10:01 a.m. on Thursday, September 9, 2021 in the Board Conference Room.

Member Parker opened the meeting with prayer.

**Roll Call**

Members Present: Ralph Bell, Sarah Boluyt (arrived at 10:13 a.m.), Kathy Broome (Zoom), Ken DeLaat, Steve Johnson, Catherine Kellerman, Bryan Kolk, Todd Koopmans, Wayne Mast, Cheryl Parker, Helen Taube and Sue Twing

Others Present: Director Carol Mills; Jeff Labun, Chief Operating Officer; Denise Russo-Starback, Clinical Director and Shannon Woodside, recording secretary

**Communications from the Public**

No communications from the public.

**Approval of Agenda**

**Motion** by Member Kolk, supported by Member Taube, to approve the amended agenda, to add under 9.2 Finance:

9.2.10: 2021 Contribution for the Retiree Health Plan

9.2.11: Fiscal Year 2021 General Fund Contract Amendment

9.2.12: Fiscal Year 2022 General Fund Contract

9.2.13: Fiscal Year 2022 Medicaid Subcontract

No discussion; motion carried unanimously.

**Approval of Annual Public Hearing and Regular Minutes**

**Motion** by Member Kolk, supported by Member Johnson, to approve the minutes of the Annual Public Hearing and Regular Board meeting of August 5, 2021 as presented. No discussion; motion carried unanimously.

**Directors Update**

Reviewed Director Mills written report, questions were addressed. Also discussed the following:

- Staffing in AFC homes.
- Standard Cost Allocation – issues with implementation
- Rate setting

## **Executive Committee**

No meeting scheduled.

## **Finance**

Check Register, Cash Statement and Finance reports were reviewed with inquiries addressed by Jeff Labun, Chief Operating Officer.

### *Fiscal Year 2021 Amended Budget*

**Motion** by Member Kolk, supported by Member Boluyt, to approve Amended Budget for Fiscal Year 2021 as presented, and that the Executive Director and the Chief Operating Officer are authorized to change line items within the total budget allocation. Discussion took place; motion carried unanimously.

### *Fiscal Year 2022 Initial Budget*

**Motion** by Member Kolk, supported by Member Kellerman, to approve Initial Budget for Fiscal Year 2022 as presented, and that the Executive Director and the Chief Operating Officer are authorized to change line items within the total budget allocation. Discussion took place; motion carried unanimously.

### *Fiscal Year 2021 Contract List*

**Motion** by Member Twing, supported by Member Parker, to approve Contract List for Fiscal Year 2021 as presented. Discussion took place; motion carried unanimously.

### *Switches for Network upgrading*

**Motion** by Member Kolk, supported by Member Koopmans, to authorize the Executive Director To purchase Switches for Network upgrading in the amount of \$73,975.00. Discussion took place; motion carried unanimously.

### *Server Cluster Node*

**Motion** by Member Kolk, supported by Member Taube, to authorize the Executive Director to purchase Server Cluster Node in the amount of \$32,896.00. Discussion took place; motion carried unanimously.

### *2021 Contribution for the Retiree Health Plan*

**Motion** by Member Kolk, supported by Member Boluyt, to authorize the Executive Director to put an additional \$69,706.00 into the 2021 Contribution for the Retiree Health Plan. Discussion took place; motion carried unanimously.

### *Fiscal Year 2021 General Fund Contract Amendment*

**Motion** by Member Kolk, supported by Member Boluyt, to authorize the Executive Director to sign the Fiscal Year 2021 Contract Amendment between Michigan Health and Human Services and Community Mental Health Services Program, under the advisement of Community Mental Health Association of Michigan. Discussion took place; motion carried unanimously.

### *Fiscal Year 2022 General Fund Contract*

**Motion** by Member Kolk, supported by Member Boluyt, to authorize the Executive Director to sign Michigan Department of Health and Human Services and Community Mental Health Services Contract for Fiscal Year 2022. No discussion; motion carried unanimously.

*Fiscal Year 2022 Medicaid Subcontract*

**Motion** by Member Kolk, supported by Member Mast, to authorize the Executive Director to sign the Mid-State Health Network and Community Mental Health Program Managed Mental Health Supports and Services Contract for Fiscal Year 2022. Discussion took place; motion carried unanimously.

**Policy Committee**

Reviewed minutes of August 24, 2021.

*Approval of Policies*

**Motion** by Member Boluyt, supported by Member Kellerman, to approve all policies and forms that were reviewed at the August 24, 2021 Policy Committee. No discussion; motion carried unanimously.

No meeting scheduled.

**Recipient Rights**

Review minutes of August 9, 2021.

Next meeting is November 8, 2021 at 10:00 a.m.

**Consumer Advisory Committee**

Member Kellerman reported on the Regional Consumer Advisory meeting. They are working on getting more clients to attend the meetings.

No meeting scheduled.

**Promotion & Education Committee**

Member Broome and Member DeLaat met with Rev. Rydel about the poetry contest. He shared some ideas and how to proceed.

Next meeting is September 20, 2021 at 2:30 p.m.

**Mid-State Health Network (MSHN)**

Member Johnson reported that at the next meeting they will be voting on new officers.

**Community Mental Health Association (CMHA)**

Member Kellerman reported on the following:

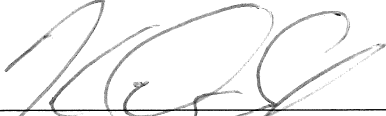
- Inclusion training – how to have clients have more inclusions in meetings
- Transportation, mentors for clients, are clients prepared for meetings
- Updating a booklet that walks a new board member through the process
- 2021 Fall Conference
- Shirkey bill – clients will have the opportunity to speak at a public forum on September 14<sup>th</sup>

**Communications from the Public**

No communications from the public.

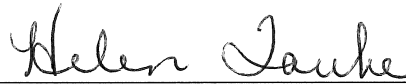
**Adjournment**

**Motion** by Member Mast, supported by Member Taube, to adjourn the meeting at 11:39 a.m. No discussion; motion carried unanimously.



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Ken DeLaat, Chairperson



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Helen Taube, Secretary