

The Right Door for Hope, Recovery and Wellness  
(Ionia County Community Mental Health)

**REGULAR BOARD MEETING MINUTES**

**Monday, September 28, 2020 4 p.m.**  
**375 Apple Tree Drive**  
**Ionia, Michigan**

1. Call to Order and Roll Call

Board Chairperson Melissa McKinstry called the meeting to order at 4 p.m.; roll call was taken by Linda Purcey.

**Member(s) Present:**

Mary Barker, Michael Gallagher, Clinton Galloway, Deborah McPeek-McFadden, Gretchen Nyland, Nancy Patera, Linda Purcey, Georgia Sharp (on phone)

**Member(s) Absent:**

Susan Meagher, Nancy Haga (excused), Ron Thomas

**Ex-Officio Member(s) Present:**

CEO Kerry Possehn and Board Chairperson Melissa McKinstry

**Staff Present:**

Brenda Charles, Nathan Derusha, Julie Dowling (on phone), Zach Heiden, Kristi Kieu, Teresa Martin, Rachel Mentel (intern), Amanda McPherson, Susan Richards, Chanelle Ring, Jenny Scheurer

2. Determination of Quorum

A quorum was determined to be present.

3. Public Comment

Home Based Intern Rachel Mentel introduced herself. New employees Zach Heiden, Accountant, and Chanelle Ring, Nurse, also introduced themselves.

4. August 17, 2020 Committee of the Whole Meeting Minutes

**MOVED by Deborah McPeek-McFadden and SUPPORTED by Gretchen Nyland to approve the minutes of the August 17, 2020 Committee of the Whole meeting as presented.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

5. August 24, 2020 Board Meeting Minutes

**MOVED by Michael Gallagher and SUPPORTED by Linda Purcey to approve the minutes of the August 24, 2020 Board meeting as presented.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

6. Acceptance of Agenda

**MOVED by Nancy Patera and SUPPORTED by Mary Barker to accept the agenda as amended with FY '21 Outcomes to be added under item 14 Quality Improvement.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

7. Financial Statements – August 2020

CFO Nathan Derusha presented and reviewed the August 2020 financial statements.

8. Pending Contracts – September 2020

**MOVED by Michael Gallagher and SUPPORTED by Deborah McPeek-McFadden to approve the pending contracts for September 2020 as presented.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

9. The Right Door for Hope, Recovery and Wellness FY 21 Budget

**MOVED by Nancy Patera and SUPPORTED by Gretchen Nyland to approve The Right Door for Hope, Recovery and Wellness FY 21 Budget as presented.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

10. CD Renewal – MI One Credit Union

11. CD Renewal – United Bank

**MOVED by Mary Barker and SUPPORTED by Deborah McPeek-McFadden to approve the CD renewals at Michigan One Credit Union and United Bank for a 12-month term.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

12. Policy Review

**MOVED by Nancy Patera and SUPPORTED by Michael Gallager to approve Policies C-392 Sentinel Events; F-229 Insurance; F-240 Contracts; F-251 Payment for Referrals; F-259 Representative Payee; HR-534 Leave of Absence; HR-540 Organizational Development; HR-570 Disciplinary Process; HR-580 Severance of the Employee Relationship; and HR-590 Social Security Number Security as presented.**

**MOTION DENIED.**

**MOVED by Nancy Patera and SUPPORTED by Michael Gallager to approve Policies F-240 Contracts; F-251 Payment for Referrals; F-259 Representative Payee; HR-534 Leave of Absence; HR-540 Organizational Development; HR-570 Disciplinary Process; HR-580 Severance of the Employee Relationship; and HR-590 Social Security Number Security as presented and C-392 Sentinel Events tabled until next month for formatting correction and F-229 Insurance tabled for further clarification.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

13. MSHN FY 21 Medicaid Subcontract Agreement

**MOVED by Gretchen Nyland and SUPPORTED by Deborah McPeek-McFadden to accept the MSHN FY 21 Medicaid Subcontract Agreement as presented.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

14. Quality Improvement

The FY '21 Outcomes will be the same as fiscal year 20.

**MOVED by Deborah McPeek-McFadden and SUPPORTED by Nancy Patera to approve the FY 21 Outcomes as presented.**

**Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye**

**MOTION CARRIED unanimously.**

QI/Compliance Officer Susan Richards reviewed the FY 20 Outcomes Quarter 3 report. She also reviewed the MSHN Priority Measures. The Strategic Plan – Governance and Workplace Development was reviewed and discussed. Suggestions were to add the topics of Peer Support, CLS, and Direct Care Workers; include a list of acronyms in the board development folder (if it isn't, need to confirm); review Board by-laws earlier in the year.

15. Mid-State Health Network Affiliation Report

There was no report given.

16. CMHA Report

Clinton Galloway discussed the issue of conferences. The CMHA Fall conference has been cancelled. CMHA Member Services is waiting to make a final decision about conferences and is reviewing information for the Winter '21 Conference. Clinton also informed the Board that CMHA continues to keep updated about the Carve-In/Carve-Out.

17. CEO Report

CEO Kerry Possehn informed the Board that even though the Fall Conference is cancelled there will be no Committee of the Whole meeting in October and the Board meeting will be on October 19 as originally scheduled. She also informed the Board that the Needs Assessment Community Forum will be held on November 17. CEO Possehn informed the Board that the the FY '21 DHHS budget has been approved with an increase in Medicaid funds and General Funds retained. She also stated that the Direct Care Worker increase has been passed in the MSHN affiliation through January 9, 2021. CEO Possehn discussed Carve-In models for DD population with a separate delivery system. She informed the Board the re-design proposal continues to be discussed at Directors' forum.

18. Other

Chairperson McKinstry informed Board of two upcoming virtual events through NAMI. She

will email information as requested.

19. Board Meeting Wrap-Up August 2020 Review

Board meeting wrap-up questionnaire responses from August 2020 were included in the packet for review.

20. Board Meeting Wrap-Up Questionnaire

Board members were encouraged to complete the wrap-up questionnaire form which was included in the packet.

21. Adjournment

Meeting adjourned at 5:19 p.m.

*Minutes submitted by Jenny Scheurer*