

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

**REGULAR BOARD MEETING MINUTES**

**Monday, March 25, 2024, 4 p.m.**  
**375 Apple Tree Drive**  
**Ionia, Michigan**

1. Call to Order and Roll Call

Board Chairperson Nancy Patera called the meeting to order at 4 p.m.; Secretary Mary Barker took roll call.

**Member(s) Present:**

Mary Barker, Andrew Dinehart, Clinton Galloway, Nancy Haga, Melissa McKinstry, Deborah McPeek-McFadden, Gretchen Nyland, Ron Thomas

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

CEO Kerry Possehn, Chairperson Nancy Patera

**Members Absent:**

David Hodges, Mariah Lab, Linda Purcey (excused)

**Staff Present:**

Brenda Charles, Nathan Derusha, Julie Dowling, Amanda Eveleth (zoom), Lisa Lubenow (zoom), Teresa Martin, Jodi Mohr, Maureen Perkins (zoom), Melissa Peterson, Susan Richards, Jenny Scheurer, Liz Thelen

2. Determination of Quorum

A quorum was determined to be present.

3. Public Comment

There was no public comment.

4. February 19, 2024 Committee of the Whole Meeting Minutes

**MOVED by Deborah McPeek-McFadden and SUPPORTED by Nancy Haga to approve the February 19, 2024 Committee of the Whole Board meeting minutes as presented.**

**MOTION CARRIED unanimously.**

5. February 26, 2024 Board Meeting Minutes

**MOVED by Nancy Haga and SUPPORTED by Andrew Dinehart to approve the February 26, 2024 Board meeting minutes as presented.**

**MOTION CARRIED unanimously.**

6. Acceptance of Agenda

**MOVED by Andrew Dinehart and SUPPORTED by Nancy Haga to accept the agenda as amended.**

**MOTION CARRIED unanimously.**

7. Financial Statements – February 2024

CFO Nathan Derusha presented and reviewed the February 2024 financial statements.

8. Pending Contracts – March 2024

**MOVED by Deborah McPeek-McFadden and SUPPORTED by Gretchen Nyland to approve the March 2024 contracts as presented.**

**MOTION CARRIED unanimously.**

9. Huntington Bank CD Renewal

**MOVED by Melissa McKinstry and SUPPORTED by Nancy Haga to approve CFO Derusha to renew a certificate of deposit at Huntington Bank at the terms of the best rate and period at the time of renewal.**

**MOTION CARRIED unanimously.**

9A. Approval of Bathroom Renovation to Allow Accessibility

Discussion was held regarding the renovation of a bathroom in the home of a person served. This would allow accessibility for the person served and to remain in the home.

**MOVED by Nancy Haga and SUPPORTED by Melissa McKinstry to approve the renovation of a bathroom in the home of a person served at a total cost of \$32,500.**

**MOTION CARRIED unanimously.**

9B. Agency Property – Sale of Pearl St. And Water St. Residences

Discussion was held regarding the sale of the home at Pearl Street, Lake Odessa and duplex at Water Street, Belding. The current home operators wish to take over ownership. There would be no displacement of current residents.

**MOVED by Clinton Galloway and SUPPORTED by Mary Barker to approve CEO Possehn to move forward with the negotiations for the sale of the agency properties located at Pearl St., Lake Odessa, Michigan and Water St., Belding, Michigan**

**MOTION CARRIED unanimously.**

10. Policy Review

**MOVED by Deborah McPeek-McFadden and SUPPORTED by Melissa McKinstry to approve Policies F-241 Payback Agreements, F-252 Purchasing Medications, HR-530 Overview of Fringe Benefits, ITIS-202 Change Control, ITIS-203 Acceptable Use, ITIS-204 Remote Access Policy, ITIS-205 Audit and Accountability, RR-104 Notification of Rights, RR-105 Remediating Rights Violations, RR-106 Use of Medication, RR-108 Rights of Recipient Family Members, RR-123 Access to Entertainment, and RR-129 Services-Physical Barriers as presented and HR-512 Workplace Safety and Security as amended.**

**MOTION CARRIED unanimously.**

11. G-200 By-Laws – 3rd Reading

**MOVED by Melissa McKinstry and SUPPORTED by Deborah McPeek-McFadden to accept the third reading of the G-200 Bylaws as presented.**

**MOTION CARRIED unanimously.**

12. Quality Improvement

QI/Compliance Officer Susan Richards presented and reviewed the Annual Submission and Stakeholder Survey 2023. The Board Member Demographic Survey 2024 was included in the packet for review.

13. Mid-State Health Network Affiliation Report

Gretchen Nyland presented a report for the March 5, 2024 MSHN Board meeting noting the discussion of budget recommendations, the receipt of additional money to expand CCBHC services, and the topic of increased adolescent suicides.

14. CMHA Report

Melissa McKinstry distributed an information sheet about Medicaid verification. She reported that the Conflict Free Access and Planning initiative isn't going well and that representatives from CMHA will be speaking at the upcoming hearing. Melissa also stated that CMHA is getting permission from CMS to expand the waiver for providing services in opioid health use homes.

15. CEO Report

CEO Possehn informed the Board that the mid-year funding adjustment retroactive payments will begin in April and continue for the remainder of the fiscal year. This adjustment should accurately reflect the increased use of services post pandemic. She also updated the Board on the status and direction of the CFAP Initiative. There will be a meeting with MDHHS on April 1. It is believed that the CCBHC agencies will be exempt from CFAP; however, no final determination has been made. Representatives from both The Right Door and MSHN met with MDHHS – CCBHC team regarding the issue of Intensive Case Management (ICSM)/Assertive Community Treatment (ACT). The plan of action will be submitted after the CCBHC-DCO meeting on April 4. CEO Possehn provided a summary of the meetings she participated in during March.

16. Other

There was no other business.

17. Board Meeting Wrap-Up February 2024 Review

Board meeting wrap-up questionnaire responses from February 2024 were included in the packet for review.

18. Board Meeting Wrap-Up Questionnaire

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

19. CEO Evaluation

**MOVED by Deborah McPeek-McFadden and SUPPORTED by Melissa McKinstry to enter closed session at 5:08 p.m. for the evaluation of CEO Kerry Possehn.**

**MOTION CARRIED unanimously.**

CEO Evaluation committee presented results of the evaluation forms and discussion was held.

**MOVED by Clinton Galloway and SUPPORTED by Deborah McPeek-McFadden to enter open session at 5:26 p.m.**

**MOTION CARRIED unanimously.**

19A. CEO Contract

The CEO contract was reviewed with wording in Section V Compensation changed to reflect the CEO is earning wage adjustment for the same period as employees.

**MOVED by Clinton Galloway and SUPPORTED by Deborah McPeek-McFadden to grant satisfactory evaluation of CEO Kerry Possehn and extend the contract for three years until March 2, 2027, at the terms as stated within the contract.**

**MOTION CARRIED unanimously.**

20. Adjournment

The meeting was adjourned at 5:35 p.m.