

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

REGULAR BOARD MEETING MINUTES

Monday, March 22, 2021, 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, Nancy Haga, Deborah McPeek-McFadden, Susan Meagher (on phone), Gretchen Nyland, Nancy Patera (via Zoom), Linda Purcey, Georgia Sharp (via Zoom), Ron Thomas

Ex-Officio Member(s) Present:

CEO Kerry Possehn and Board Chairperson Melissa McKinstry

Staff Present:

Nathan Derusha, Julie Dowling, Teresa Martin, Jodi Mohr, Susan Richards, Jenny Scheurer

2. Determination of Quorum

A quorum was determined to be present.

3. Public Comment

There was no public comment.

4. February 15, 2021 Committee of the Whole Meeting Minutes

MOVED by Deborah McPeek-McFadden and SUPPORTED by Ron Thomas to approve the minutes of the February 15, 2021 Committee of the Whole meeting as presented.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

5. February 22, 2021 Board Meeting Minutes

MOVED by Nancy Haga and SUPPORTED by Ron Thomas to approve the minutes of the February 22, 2021 Board meeting as presented.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

6. Acceptance of Agenda

MOVED by Deborah McPeek-McFadden and SUPPORTED by Michael Gallagher to accept the agenda as amended adding item 9a Microsoft Dynamics Software.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

7. Financial Statements – February 2021

CFO Nathan Derusha presented and reviewed the February 2021 financial statements.

8. Pending Contracts – March 2021

MOVED by Deborah McPeek-McFadden and SUPPORTED by Michael Gallagher to approve the pending contracts for March 2021 as presented.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

9. CD Renewal

MOVED by Gretchen Nyland and SUPPORTED by Ron Thomas to approve the renewal of a 12-month CD in the amount of \$272,000 at the current rate at time of renewal.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

9a. Microsoft Dynamics Software

CFO Nathan Derusha reviewed the Microsoft Dynamics Software business software and services proposal.

MOVED by Ron Thomas and SUPPORTED by Nancy Patera to approve the purchase of Microsoft Dynamics 365 business software and services as presented.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

10. Policy Review

MOVED by Deborah McPeek-McFadden and SUPPORTED by Mary Barker to approve F-241 Payback Agreements; F-252 Purchasing Medications; F-282 Information Systems; F-283 Acceptable Use; RR-104 Notification of Rights; RR-105 Remediating Rights Violations; RR-106 Use of Medications; and RR-108 Rights of Recipient Family Members as presented and HR-530 Overview of Fringe Benefits as amended.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

11. G-200 Bylaws Review – 2nd reading

MOVED by Deborah McPeek-McFadden and SUPPORTED by Nancy Haga to accept the second reading of G-200 Bylaws.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

12. Quality Improvement

QI/Compliance Officer Susan Richards reviewed the FY 19 Death Trending Report as well as the

FY 20 Quarter 4 MSHN Performance Indicator Report.

13. Mid-State Health Network Affiliation Report

There was no report given.

14. CMHA Report

Clinton Galloway reported that the Annual Spring Conference will be held virtually. He informed the Board that the election of CMHA board officers will be postponed until 2022.

15. CEO Report

CEO Possehn informed the Board that the extension of the direct care worker premium pay wage increase has been signed. She also informed them that CMHA has updated their board orientation packet which she will share with Board members. CEO Possehn discussed CCBHC – the agency will be one of 14 to continue with the application of the CCBHC demonstration pilot. CCBHC education will be added as an item to either April or May’s Committee of the Whole meeting agenda.

16. CEO Evaluation

MOVED by Clinton Galloway and SUPPORTED by Nancy Haga to enter in to closed session for CEO evaluation at 5:08 p.m. MOTION CARRIED unanimously.

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

MOVED by Deborah McPeek-McFadden and SUPPORTED by Nancy Haga to enter into open session at 5:42 p.m. MOTION CARRIED unanimously.

MOVED by Clinton Galloway and SUPPORTED by Deborah McPeek-McFadden to renew the CEO contract for three years based on a satisfactory evaluation allowing a 5% salary adjustment retroactive to the first pay in January, 2021.

Mary Barker – aye, Michael Gallagher – aye, Clinton Galloway – aye, Nancy Haga – aye, Melissa McKinstry – aye, Deborah McPeek-McFadden – aye, Susan Meagher – aye, Gretchen Nyland – aye, Nancy Patera – aye, Linda Purcey – aye, Georgia Sharp – aye, Ron Thomas – aye

MOTION CARRIED unanimously.

17. Other

Michael Gallagher announced that he will be moving to Arizona this summer; therefore, July will be his last meeting attendance as a member. Nancy Haga recognized Melissa McKinstry for her leadership of the Board and involvement in the community. Melissa McKinstry informed Board members of an upcoming series presented by Ionia Commission on Aging, topics of Alzheimers/Dementia and Caregiving During Covid-19, which will occur in April, May, and June.

18. Board Meeting Wrap-Up February 2021 Review

Board meeting wrap-up questionnaire responses from February 2021 were included in the packet for review.

19. Board Meeting Wrap-Up Questionnaire

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

20. Adjournment

MOVED by Ron Thomas and SUPPORTED by Nancy Haga to adjourn the meeting at 5:48 p.m. MOTION CARRIED unanimously.

Minutes submitted by Jenny Scheurer