

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

**REGULAR BOARD MEETING MINUTES**

**Monday, November 23, 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, Clinton Galloway, Nancy Haga, Deborah McPeek-McFadden, Susan Meagher, Gretchen Nyland, Nancy Patera, Linda Purcey, Georgia Sharp

**Member(s) Absent:**

Michael Gallagher (excused), Ron Thomas

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

CEO Kerry Possehn and Board Chairperson Melissa McKinstry

**Staff Present:**

Nicole Alexander, Ryan Davis, Nathan Derusha, Julie Dowling, Kristi Kieu, Lisa Lubenow, Teresa Martin, Maureen McBride, Amanda McPherson, Malika Owensby, Molly Perez, Audrey Phillips, Susan Richards, Jenny Scheurer, Patricia Wentworth

2. Determination of Quorum

A quorum was determined to be present.

3. Public Comment

There was no public comment.

4. October 19, 2020 Board Meeting Minutes

**MOVED by Nancy Patera and SUPPORTED by Nancy Haga to approve the minutes of the October 19, 2020 Board meeting as presented.**

**Mary Barker – 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**

**MOTION CARRIED unanimously.**

5. Acceptance of Agenda

**MOVED by Nancy Haga and SUPPORTED by Mary Barker to accept the agenda as presented.**

**Mary Barker – 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**

**MOTION CARRIED unanimously.**

6. Financial Statements –October 2020

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

7. Pending Contracts – November 2020

**MOVED by Nancy Haga and SUPPORTED by Mary Barker to approve the pending contracts for November 2020 as presented.**

**Mary Barker – 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**

**MOTION CARRIED unanimously.**

8. Policy Review

**MOVED by Gretchen Nyland and SUPPORTED by Nancy Patera to approve Policies C-392 Sentinel Events; F-222 Accounts Receivable and Delinquent; F-234 Cash Donations; F-281 Records Retention; G-320 Succession Planning; HR-511 Professional Conduct; HR-517 Agency Hours of Operation; HR-518 Media Relations Policy; HR-533 Absence from Work; RR-123 Access to Entertainment; RR-131 Provider of Choice; and RR-993 Limited English Proficiency as presented.**

**MOTION DENIED.**

**MOVED by Gretchen Nyland and SUPPORTED by Nancy Patera to approve Policies C-392 Sentinel Events; F-222 Accounts Receivable and Delinquent; F-234 Cash Donations; F-281 Records Retention; G-320 Succession Planning; HR-511 Professional Conduct; HR-517 Agency Hours of Operation; HR-518 Media Relations Policy; HR-533 Absence from Work; RR-131 Provider of Choice; and RR-993 Limited English Proficiency as presented and Policy RR-123 Access to Entertainment tabled.**

**Mary Barker – 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**

**MOTION CARRIED unanimously.**

9. G-200 Bylaws

There is a need to amend the current bylaws to address Section 7.3 Special Meetings. Bylaws committee was formed: Melissa McKinstry, Deborah McPeek-McFadden, and

Nancy Patera.

10. CMHA Annual Membership

**MOVED by Deborah McPeek-McFadden and SUPPORTED by Nancy Haga to approve the FY 20/21 CMHA Annual Membership dues as presented.**

**Mary Barker – 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**

**MOTION CARRIED unanimously.**

11. Presentation on Integrated Health Block Grant – Audrey Phillips, RN and Patricia Wentworth

Audrey Phillips and Patricia Wentworth provided a presentation about the Integrated Health Block Grant.

12. Quality Improvement

QI/Compliance Officer Susan Richards reviewed the FY 20 Quarter 4 Board Outcomes. as well as the FY 20 Right Door Compliance report. QI/Compliance Officer Richards also reviewed the FY 20/21 Corporate Compliance and Risk Management Program.

**MOVED by Georgia Sharp and SUPPORTED by Nancy Patera to approve the FY 20/21 Corporate Compliance and Risk Management Program Description, Assessment, and Auditing, Monitoring and Education Plan as presented.**

**Mary Barker – 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**

**MOTION CARRIED unanimously.**

13. Nominating Committee

The Nominating Committee will include Mary Barker, Gretchen Nyland, and Nancy Patera which will meet prior to the next Board meeting to compile the nominations for the 2021 slate of officers.

14. Mid-State Health Network Affiliation Report

Gretchen Nyland presented the MSHN report.

15. CMHA Report

Clinton Galloway presented the CMHA report stating the great increased participation due to using virtual means full time during COVID and will look at a new structure for hybrid model after the pandemic.

16. CEO Report

New employees Nicole Alexander and Ryan Davis were introduced by their supervisor Kristi Kieu as members of the Home-Based Team. New employee Malikah Owensby was introduced

by her supervisor Molly Perez as Infant Mental Health Therapist. CEO Kerry Possehn presented her report informing Board members that Rep. Tom Albert has been appointed as the Chair of Appropriations for the House. She also told the Board that she recently gave a presentation to the Ionia Rotary Club about agency services and how to access them. CEO Possehn updated Board members on the current status of the agency's delivery of services during COVID.

17 Other

The Board/Committee meeting schedule for 2021 was distributed in the packet for review and a final will be presented next month.

18. Board Meeting Wrap-Up October 2020 Review

Board meeting wrap-up questionnaire responses from October 2020 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 Deborah McPeek-McFadden and SUPPORTED by Mary Barker to adjourn the meeting at 6:07 p.m. MOTION CARRIED unanimously.**

*Minutes submitted by Jenny Scheurer*