

**MINUTES OF THE BOARD**  
**October 20, 2016**  
**North Country Community Mental Health**  
**Board Room**  
**1420 Plaza Drive**  
**Petoskey, Michigan**

**BOARD MEMBERS PRESENT:** Ed Ginop, Paul Liss, Joel Evans,  
Christian Marcus, Sr. Augusta Stratz,  
Dan Plasencia, Louis Scholl, Sue Allor

**BOARD MEMBERS ABSENT:** Dennis Priess, Ron Iseler, Craig Crambell,  
Gary Averill, Karla Sherman, Robert Boyd

**STAFF:** Christine Gebhard, Julie Moran, Joan Booth  
Joe Balberde, Donna Wheeler, Stacy Chipman

**GUEST:** Dan CasaSanta, Rochester Hills Group Home

Mr. Ginop called the meeting to order at 4:30 p.m.

**ROLL CALL**

Mr. Ginop welcomed the Board members, staff and guests to the meeting.

**PUBLIC COMMENT**

There was no public comment.

**CONSENT AGENDA**

**Financial Statement – Provider Operations - North Country CMH:**

Balance on Hand, August 31, 2016	\$6,637,290.78
Receipts, Adjustments & Transfers, Sept.	\$3,654,654.14
Total Disbursements & Adjustments, Sept.	\$4,123,147.00
Decrease in Cash Balance	\$ 468,492.86
Balance, September 30, 2016	\$6,168,797.92

\*Approximately \$3,445,061 has been advanced from the State of Michigan and has been encumbered for outstanding bills.

**Information (I) Items from Committee Reports**

Information items were included in the committee minutes.

**Privileging Recommendations**

There were no privileging recommendations this month.

**MOTION BY LOUIS SCHOLL, SECOND BY SR. AUGUSTA STRATZ, TO APPROVE THE CONSENT AGENDA.**

**COMMITTEE RECOMMENDATIONS – BOARD ACTION**

**Personnel Committee**

Mr. Scholl reviewed the changes to the Employee Handbook. He referred the members to the minutes as sent in the packet. A question was asked about handling confidential information and this was discussed. A question was asked if there were any major changes to the handbook and Ms. Kaczynski explained that there were.

**MOTION BY LOUIS SCHOLL TO APPROVE THE REVISIONS TO THE EMPLOYEE HANDBOOK. MOTION CARRIED.**

**Program Committee**

Sr. Augusta Stratz reviewed three policies; Trauma-informed System of Care Policy, Recipient Rights Policy, and Dignity and Respect Policy.

**MOTION BY SR. AUGUSTA STRATZ TO APPROVE THE TRAUMA INFORMED SYSTEM OF CARE POLICY. MOTION CARRIED.**

**MOTION BY SR. AUGUSTA STRATZ TO APPROVE THE REVISED RECIPIENT RIGHTS POLICY. MOTION CARRIED.**

**MOTION BY SR. AUGUSTA STRATZ TO APPROVE THE DIGNITY AND RESPECT POLICY. MOTION CARRIED.**

**Finance Committee**

Mr. Plasencia Reviewed the Statement of Cash on Deposit and Bills.

Mr. Plasencia reviewed the Electronic Health Record Proposal. This purchase was included in the initial budget for FY17.

**MOTION BY DAN PLASENCIA TO APPROVE THE PURCHASE OF THE ELECTRONIC HEALTH RECORD SOFTWARE PCE. MOTION CARRIED.**

Mr. Plasencia reviewed the bid summary for replacing four existing vehicles and bids were received from five vendors. The decision was made to accept the bid from Feeny Motors for the purchase of Dodge Caravans for \$90,592.00.

**MOTION BY DAN PLASENCIA TO APPROVE THE PURCHASE OF FOUR DODGE CARAVANS FROM FEENY MOTORS AT A COST OF \$90,592.00. MOTION CARRIED.**

## **ACTION ITEMS WITHOUT COMMITTEE REVIEW**

There were no items this month.

## **PRESENTATION**

### **Sharefest**

Julie Moran, Associate Director, Community Support Services for Persons with Developmental Disabilities, introduced herself and offered a power point presentation on Sharefest 2016. Sharefest was a conference that took place in August, planned by consumers for consumers. She described the history of the conference and how it came about. Through person-centered planning, a client had a goal of forming a self-advocacy group. Other consumers were recruited and the Northern Advocacy Group (NAG) was born. They developed a structure and began looking for projects, starting with a cleanup project on Earth Day. They attended an Emmet County Commissioners meeting to tell their story about needing transportation. They wanted to have a conference and used Blissfest as an example and called it Sharefest. They had no budget but looked for a site and were able to utilize St. Matthews Church in Boyne City. They sent out a flyer and charged \$5 for the conference. The theme was anti-bullying. They got an interpreter service. They invited Anthony Ianni to be their keynote speaker. He is the first known Big 10 basketball player to have Autism. He earned his Bachelor's Degree from Michigan State University in Sociology and played for Coach Tom Izzo while at MSU. He now works with the Michigan Department of Civil rights and is one of the most sought after anti-bullying motivational speakers in the region. She shared pictures of all the sessions. There were several AKTION Club representatives on a panel. A representative from the League of Women Voters came and talked about voting. Joanne Rackow talked about the Consumer Council. Several microenterprise vendors came. An evaluation was done for each session. They thanked North Country CMH for its support.

## **DIRECTOR'S REPORT/COMMUNICATIONS**

Ms. Kaczynski referred to the article by Rick Murdock and read some comments from the article. She also referred to the article "Lyon is target in flint investigation; no charges yet". Nick Lyon is Director of DHHS.

Ms. Kaczynski informed the Board members that Stacy Chipman, Chief Clinical Officer, has completed her doctorate and the office celebrated her achievement.

The agency is participating in a wellness challenge called the 5D Challenge and staff is competing on the five dimensions of health, physical, emotional, spiritual, intellectual and social. Teams were formed and are competing. Today there was a presentation on mediation in the Petoskey office.

Ms. Kaczynski reminded the Board members that next week is the Association Fall Conference in Traverse City.

## **QUALITY IMPROVEMENT UPDATE**

Ms. Gebhard indicated that the report was not in the packet. Wednesday morning the CARF team will be coming. It is a very consultative process and staff needs to let them know what a good job the agency is doing. She introduced Joe Balberde, the new IT Director, who has 12 years' experience with other CMH Boards. A month ago the agency had a consultant review on quality improvement and changes will be made in the agency's structure. Ms. Gebhard will make a report in December on last year's QI plan and the plan for next year.

## **NORTHERN MICHIGAN REGIONAL ENTITY**

Ms. Kaczynski referred to the minutes and noted that she and Ed Ginop will not be attending the next meeting because it will be held on the first day of the CARF on site review and they will be attending the entrance interview.

## **OLD BUSINESS**

There was no old business this month.

## **NEW BUSINESS**

The only new business was a reminder of the CARF accreditation process the week of October 24<sup>th</sup>.

The meeting was adjourned by the call of the chair at 5:25.p.m.

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Ed Ginop, Board Chair