

**COMMUNITY MENTAL HEALTH PARTNERSHIP OF SOUTHEAST MICHIGAN
REGULAR BOARD MEETING MINUTES**

April 13, 2022



Members Present: Judy Ackley, Susan Fortney, Roxanne Garber, Sandra Libstorff, Bob King (remote), Molly Welch Marahar, Randy Richardville (remote), Mary Serio, Sharon Slaton, Holly Terrill, Ralph Tillotson (remote)

Members Absent: Katie Scott

Staff Present: Kathryn Szewczuk, Stephannie Weary, James Colaianne, CJ Witherow, Matt Berg, Lisa Jennings, Trish Cortes, Nicole Adelman, Connie Conklin

Guests Present:

- I. Call to Order
Meeting called to order at 6:00 p.m. by Board Chair S. Slaton.
- II. Roll Call
 - Quorum confirmed.
- III. Consideration to Adopt the Agenda as Presented
Motion by R. Garber, supported by S. Fortney, to approve the agenda
Motion carried
- IV. Consideration to Approve the Minutes of the 3-9-2022 Regular Meeting and Waive the Reading Thereof
Motion by R. Garber, supported by J. Ackley, to approve the minutes of the 3-9-2022 regular meeting and waive the reading thereof
Motion carried
- V. Audience Participation
None
- VI. Old Business
 - a. Board Review – March Finance Report – FY2022 as of February 28th
 - M. Berg presented. Discussion followed.
 - Staff will provide an update on the prior years' deficits in next month's Finance Report to the Board.
 - b. CEO Evaluation Update
 - CEO Evaluation Committee Chair M. Serio advised that the committee will recommend a change in terms with the next CEO contract, from 3 years to 5 years.
 - 7 evaluation responses have been received so far.
 - Final CEO Evaluation report to be presented in May.
- VII. New Business
 - a. Board Action: Financial Stability and Risk Reserve Management Board Governance Policy

CMHPSM Mission Statement

Through effective partnerships, the CMHPSM shall ensure and support the provision of quality integrated care that focuses on improving the health and wellness of people living in our region.

**Motion by R. Garber, supported by M Welch Marahar, to approve the Financial Stability and Risk Reserve Management Board Governance Policy as presented
Motion carried**

- b. Board Action: Review Regional Board Bylaws and Board Governance Policies

**Motion by R. Garber, supported by M. Welch Marahar, to table the review of the Regional Board Bylaws and Board Governance Policies pending further review
Motion carried**

Roll Call Vote

Yes: Ackley, Fortney, Garber, Libstorff, Welch Marahar, Serio, Slaton, Terrill

No:

Non-voting: King, Richardville, Tillotson

Absent: Scott

- The Board decided to table this agenda item pending further discussion on attendance and participation.
- Board agreed that board members attending remotely will be permitted to participate in meeting discussions. Voting remotely isn't allowed, per law.
- S. Slaton appointed a subcommittee to review the policies and attendance language.
 - ❖ M. Welch Marahar (lead)
 - ❖ S. Fortney
 - ❖ R. Richardville

- c. Board Action: SUD Utilization and Treatment Specialist

**Motion by R. Garber, supported by J. Ackley, to approve the addition of one full-time SUD Utilization and Treatment Specialist (UTS) position at the CMHPSM
Motion carried**

Roll Call Vote

Yes: Ackley, Fortney, Garber, Libstorff, Welch Marahar, Serio, Slaton, Terrill

No:

Non-voting: King, Richardville, Tillotson

Absent: Scott

- d. Board Action: Contracts

Motion by M. Welch Marahar, supported by R. Garber, to authorize the CEO to execute the contracts/amendments as presented

Motion carried

Roll Call Vote

Yes: Ackley, Fortney, Garber, Libstorff, Welch Marahar, Serio, Slaton, Terrill

No:

Non-voting: King, Richardville, Tillotson

Absent: Scott

- e. Board Action: Dana Darrow 5-Year Anniversary Recognition

Motion by R. Gerber, supported by S. Fortney, to authorize the CMHPSM Board Chair to sign the formal proclamation acknowledging the five years of service by Dana Darrow to the PIHP region as a CMHPSM employee.

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Motion carried

- f. Board Action: Randy Salow 5-Year Anniversary Recognition

Motion by M. Welch Marahar, supported by M. Serio, to authorize the CMHPSM Board Chair to sign the formal proclamation acknowledging the five years of service by Randy Salow to the PIHP region as a CMHPSM employee

Motion carried

- g. Board Action: Jessica Sahutoglu 6-Year Anniversary Recognition

Motion by J. Ackley, supported by M. Welch Marahar, to authorize the CMHPSM Board Chair to sign the formal proclamation acknowledging the six years of service by Jessica Sahutoglu to the PIHP region as a CMHPSM employee

Motion carried

- h. Board Information: Strategic Plan Metrics Report #3

- The Board reviewed the current status of the Strategic Plan goals.
- J. Colaianne offered to bring back some suggestions on modified/updated metrics based on the changing requirements of the state, for which the not fully met goals are no longer relevant (#'s 1 and 5). The Board agreed with this approach.
- J. Colaianne and N. Adelman will work on some new proposed metrics for the SUD goals.

- i. Board Information: CEO Authority Action Update

- A contract for Behavioral Health Home (BHH) Director was approved by the Board last month. Upon further consideration, J. Colaianne determined that this position should be a temporary, part-time hire, not a contract. This change was made within the CEO's authority. The position is funded by BHH grant.

VIII. Reports to the CMHPSM Board

- a. OPB Meeting Update

- The OPB did not meet last month.

- b. CEO Report

- All staff received the 2% COLA increase as of April 4.
- Staff have returned to office in reduced capacity.
- The Board would like to receive the audit report in person next month, in addition to paper copies.

IX. Adjournment

Motion by M. Welch Marahar, supported by R. Garber, to adjourn the meeting

Motion carried

Meeting adjourned at 7:23 p.m.

Sandra Libstorff, CMHPSM Board Secretary

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