

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

**March 11, 2020**



**Members Present:** Judy Ackley, Greg Adams, Susan Fortney, Bob King, Sandra Libstorff, Charles Londo, Caroline Richardson, Sharon Slaton, Ralph Tillotson (phone)

**Members Absent:** Roxanne Garber, Gary McIntosh, Katie Scott

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

**Others Present:** Lori Lutomski

- I. Call to Order  
Meeting called to order at 6:01 p.m. by Board Chair S. Slaton.
- II. Roll Call
  - A quorum of members present was confirmed.
- III. Consideration to Adopt the Agenda as Presented

**Motion by S. Fortney, supported by G. Adams, to approve the agenda  
Motion carried**

Agenda addition: Old Business item b – Update on the CEO evaluation

- IV. Consideration to Approve the Minutes of the February 12, 2020 Regular Meeting and Waive the Reading Thereof  
**Motion by S. Libstorff, supported by G. Adams, to approve the minutes of the February 12, 2020 regular meeting and waive the reading thereof  
Motion carried**

V. Audience Participation  
None

- VI. Old Business
  - a. March Finance Report – FY20 as of January 31<sup>st</sup>
    - M. Berg presented. Discussion followed.
    - A revised budget will be presented next month.
  - b. CEO Evaluation Committee Update
    - Committee members: C. Richardson, S. Fortney, S. Slaton.
    - After considering several options, the committee created a list of questions and survey that will go to all Board Members, the 4 CMHSP Directors, and all staff.
    - This will be an interim evaluation.

**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.*

- The committee will receive the responses directly, summarize the responses, and bring the summary to the Regional Board for review.
- S. Weary will send the email addresses of all the respondents listed above to Committee Chair C. Richardson.

## VII. New Business

### a. Board Action Request

Consideration to approve the CEO to execute the presented contracts/amendments

**Motion by B. King, supported by C. Richardson, to approve the CEO to execute the presented contracts/amendments**

**Motion carried**

### b. Board Action Request

Consideration to approve the revised CMHPSM CEO Authority – Employee Position Control and Compensation Policy

**Motion by B. King, supported by C. Londo, to approve the revised CMHPSM CEO Authority – Employee Position Control and Compensation Policy with the added language that the employee handbook will be presented to the Regional Board annually for review and approval**

**Motion carried**

### c. Preparation for April Review

#### i. CMHPSM Board Bylaws

- The bylaws should be reviewed every April, per the governance manual.

#### ii. CMHPSM Board Governance Manual

- The Board Governance Manual should be reviewed every April, per the governance manual.
- The region's strategic plan will come to the Regional Board in June for discussion.

## VIII. Reports to the CMHPSM Board

### a. Report from the SUD Oversight Policy Board

- J. Colaianne provided an overview of the recent OPB meeting.
- The Regional Board requested that J. Colaianne and R. Tillotson continue to provide updates from OPB until a new OPB representative is added to the Regional Board.

### b. CEO Report to the Board

- J. Colaianne provided an update on activities at the PIHP, regional, and state levels.
- The Regional Board requested that the PIHP's leadership team attend board meetings when their schedules allow, to provide updates on programs and any other information they think board needs to know.

## IX. Adjournment

- The Regional Board and staff discussed the Coronavirus preparations that the PIHP and the CMHSPs have in place.

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- The CEO and CMHSP Directors have shared their strategies with each other and will continue to do so.

**Motion by S. Fortney, supported by Richardson, to adjourn the meeting**  
**Motion carried**

- Meeting adjourned at 7:10 p.m.

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Judy Ackley, CMHPSM Board Secretary

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