

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

May 13, 2020, 6:00 p.m.

Meeting held electronically via Zoom



Members Present: Judy Ackley, Greg Adams, Susan Fortney, Roxanne Garber, Bob King, Sandra Libstorff, Charles Londo, Caroline Richardson, Sharon Slaton, Ralph Tillotson

Members Absent: Gary McIntosh, Katie Scott

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

Others Present: Laurie Lutomski

I. Call to Order

Meeting called to order at 6:02 p.m. by Board Chair S. Slaton.

II. Roll Call

- An electronic quorum of members present was confirmed.

III. Consideration to Adopt the Agenda as Presented

Motion by R. Tillotson, supported by S. Fortney, to approve the agenda

Motion carried

- C. Londo doing a roll call vote for each action item going forward. Board agreed.

IV. Consideration to Approve the Minutes of the April 8, 2020 Regular Meeting and Waive the Reading Thereof

Motion by R. Garber, supported by R. Tillotson, to approve the minutes of the April 8, 2020 regular meeting and waive the reading thereof

Motion carried

Vote

Yes: Ackley, Adams, Fortney, Garber, King, Libstorff, Londo, Richardson, Slaton, Tillotson

No:

Absent: McIntosh, Scott

V. Audience Participation

None

VI. Old Business

a. May Finance Report – FY20 as of March 31st

- M. Berg presented the report in an updated format. Discussed followed.
- The Board requested to receive both the old and the updated versions of the report for a few months to get used to it.

b. Board Action Request

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.

Consideration to approve the proposed FY2020 Budget Amendment #1 with allocations as presented

- M. Berg presented.
- Each CMH will receive more revenue with the revised budget than was planned with the original budget.

Motion by G. Adams, supported by C. Richardson, to approve the proposed FY2020 Budget Amendment #1 with allocations as presented

Motion carried

Vote

Yes: Ackley, Adams, Fortney, Garber, King, Libstorff, Londo, Richardson, Slaton, Tillotson

No:

Absent: McIntosh, Scott

c. Board Action Request

Consideration to approve the proposed revisions to the CMHPSM Board Governance Manual

Motion by S. Fortney, supported by S. Libstorff, to approve the proposed revisions to the CMHPSM Board Governance Manual

Motion carried

Vote

Yes: Ackley, Adams, Fortney, Garber, Libstorff, Londo, Richardson, Slaton, Tillotson

No:

Abstain: King

Absent: McIntosh, Scott

d. Board Action Request

Consideration to approve the annual plan for quality assessment and improvement activities during the fiscal year 2020

- C. Witherow presented.
- S. Fortney requested that sources be updated where applicable.

Motion by R. Tillotson, supported by R. Garber, to approve the annual plan for quality assessment and improvement activities during the fiscal year 2020

Motion carried

Vote

Yes: Ackley, Adams, Fortney, Garber, King, Libstorff, Londo, Richardson, Slaton, Tillotson

No:

Absent: McIntosh, Scott

e. Board Action Requests

Consideration to approve the 4 Board Governance Policies as presented

- CEO General Scope of Authority {4a}
- Procurement {4b}
- Investing {4c}
- Financial Stability and Risk Reserve Management {4d}

Motion by B. King, supported by G. Adams, to approve the 4 Board Governance Policies as presented

Motion carried

Vote

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Yes: Ackley, Adams, Fortney, Garber, King, Libstorff, Londo, Richardson, Slaton, Tillotson

No:

Absent: McIntosh, Scott

VII. New Business

a. Board Action Request

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

Motion by R. Garber, supported by C. Richardson, to approve the CEO to execute the presented contracts/amendments

Motion carried

Vote

Yes: Ackley, Adams, Fortney, Garber, King, Libstorff, Londo, Richardson, Slaton, Tillotson

No:

Absent: McIntosh, Scott

VIII. Reports to the CMHPSM Board

a. Report from the SUD Oversight Policy Board (OPB)

- OPB did not meet in March or April. OPB will meet in May and may appoint a new representative to the Regional Board at that time.

b. CEO Report to the Board

- Staff meetings are being held twice a month via Teams software.
- The leadership team is working on plans related to the phased-in return of staff to the office.
- Strategic Plan update: the leadership team has gone through the FY17-20 plan and would like to bring it back in June to wrap it up. A draft of the new plan will be presented at the July board meeting.
- Funds for the \$2/hr. COVID-related premium pay is expected to arrive in June. This funding will cover certain services that were provided from 4/1-6/30.
- The 4 CMH directors provided an update on the COVID-19 cases for their consumers.
- C. Richardson noted that children are showing delayed COVID-related symptoms that CMHs may begin seeing.

IX. Closed Session

Motion by R. Tillotson, supported by S. Fortney, to enter closed session

Motion carried

Vote

Yes: Ackley, Adams, Fortney, Garber, King, Libstorff, Londo, Richardson, Slaton, Tillotson

No:

Absent: McIntosh, Scott

- The Board entered closed session at 7:15 p.m. To be discussed:
 - a. CEO Evaluation Committee Report
 - b. Legal Update

X. Return from Closed Session

Motion by C. Londo, supported by B. King, to return from closed session

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Motion carried

The board returned from closed session at 8:06 p.m.

XI. Adjournment

Motion by B. King, supported by C. Richardson, to adjourn the meeting

Motion carried

- Meeting adjourned at 8:07 p.m.

Judy Ackley, CMHPSM Board Secretary

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