



Administrative Office, 105 Hall Street, Suite A, Traverse City, MI 49684

Board of Director's Meeting Minutes

February 18, 2010

6:00 PM

1. CALL TO ORDER:

Northern Lakes Community Mental Health, 204 Meadows Drive, Grayling with video conference to 105 Hall Street, Traverse City, Michigan. Called to order at 6:00 p.m. by Melissa Fournier.

Board Members Present: Cadillac - Dave Stephenson, Melissa Fournier, Les Barnes, Bill Ancel, and Don Halvorsen; Traverse City - Beth Friend, Pat McLaughlin, David Marshall, Helen Stimson, Frank Tosiello and Nina Zamora.

Board Members Absent: Jack Mahank (advance notice), Mary Lee Pakieser (advance notice), Juanita Farr (advance notice), Al Cambridge (advance notice), and Jane Whitney (advance notice).

Others Present: Cadillac - Greg Paffhouse, Chief Executive Officer; Deb Lavender, Executive Secretary; Bill Slavin, Chief Managed Care Officer; and Mary Hubbard, Chief Operations Officer for Children and Families; Nancy Schornack, Jones Lake Home; Rosemary Pierson, Residential Services Supervisor; Carol Sluck, Woodland Home; Traverse City – Jon Bennett, Recipient Rights Officer; Terri Kelty, Chief Operations Officer for Grand Traverse and Leelanau Counties; Joanie Blamer, Chief Operations Officer for Crawford, Missaukee, Roscommon and Wexford Counties; Dave Branding, Director of Quality Improvement; Jane Swartout, Compliance Officer; Harold Meeuwes, Lead Maintenance Worker; and Dave Martin, Catholic Human Services.

The Pledge of Allegiance was spoken.
Les Barnes was appointed as timekeeper. Confirmation of a Quorum.

2. APPROVAL OF AGENDA: Removal of Board By-laws.

MOTION:	Approve the Agenda of February 18, 2010 with the change.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Pat McLaughlin
SECONDER:	Dave Stephenson

3. CONFLICT OF INTEREST DECLARATION:

No Board members declared a conflict of interest for tonight's business.

4. CONSENT AGENDAS – MANAGEMENT AND BOARD:

A. Consideration of Management Consent Agenda.

MOTION:	Approve the Management Consent Agenda of February 18, 2010.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Ancel
SECONDER:	Don Halvorsen

B. Consideration of Board Consent Agenda.

MOTION:	Approve the Board Consent Agenda of February 18, 2010.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Don Halvorsen

5. OWNERSHIP LINKAGE:

A. *Citizen Comment* –
None.

B. *Ownership Communication*

Melissa identified a letter from MDCH was received on February 8, 2010 acknowledging receipt of the board request to investigate the Recipient Rights Complaints.

6. CONSIDERATION OF PIHP ITEMS:

Bill Slavin referenced the Health Services Advisory Group report of the 2008-2009 External Quality Review that was included in the board packet. The focus was on quality, timeliness and access. Bill highlighted specific areas noting that we performed at 97% overall on the compliance monitoring standards and he considered this to be excellent performance. We were fully compliant with all the performance measurement indicators. We have resubmitted the performance improvement project on children's penetration rates to meet all the requirements. There were some definitional issues and flaws in the formula we used and those issues have been addressed before we resubmitted. Overall the 18 PIHPs were at 98%, our affiliation was at 97% with the standard being 95%. Overall the performance in Michigan is very good and we are at the top of those scores.

MOTION:	Approve the FY 09 Northwest CMH Affiliation Quality Assessment Performance Improvement Program (QAPIP) Report.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Don Halvorsen
SECONDER:	Les Barnes

MOTION:	Approve the FY 10 Quality Assessment Performance Improvement Program Plan.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Les Barnes
SECONDER:	Don Halvorsen

7. ASSURANCE OF ORGANIZATIONAL PERFORMANCE:

A. *Receipt of CEO Monitoring Report*

Policy 1-2-04 Financial Management Policy – There were 14 Board members who responded with a yes to questions 1,2,3,5,6; there were 12 who responded with a yes to question 4; and there were 2 no responses.

MOTION:	Receive and File the Monitoring Report 1-2-04 Financial Management Policy.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Les Barnes
SECONDER:	Pat McLaughlin

B. *New Operational Worries*

None.

C. *February Monitoring Assignment*

Monitoring Report 1-2-02 Treatment of Employed Workforce Members should be completed and turned in.

8. BOARD MEANS SELF-ASSESSMENT:

A. Receipt of Board Monitoring Report

Policy 1-3-09 CEO Compensation Policy – The majority of the Board indicated compliance with the policy and referenced the response regarding CEO compensation. It was noted that we should go through the process as it is set up and would need to identify any changes to policy if not followed.

MOTION:	Receive and File the Monitoring Report 1-3-09 CEO Compensation Policy.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Stephenson
SECONDER:	Les Barnes

1-3-10 Board Member Conflict of Interest Policy – Identified CEO’s response to policy. No questions were identified.

MOTION:	Receive and File the Monitoring Report 1-3-10 Board Member Conflict of Interest Policy.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Don Halvorsen
SECONDER:	Dave Stephenson

B. February Monitoring Assignment

Monitoring Report 1-3-05 Meeting Agendas and Schedules to be completed and turned in.

9. GOVERNANCE POLICIES DISCUSSION AND ASSESSMENT:

A. Ends

None.

B. Executive Limitations

MOTION:	The Board accepted the FY 09 Annual Recipient Rights Report.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Les Barnes
SECONDER:	Dave Stephenson

C. Board/CEO Linkage

None.

D. Governance Process/Ownership Linkages

The Board By-laws were removed from the agenda.

10. OWNERSHIP LINKAGE:

A. Citizen Comment:

None.

11. ANNOUNCEMENTS/BOARD MEMBER REPORTS:

A. Recipient Rights Advisory Committee Meeting

The minutes from the February 2, 2010 meeting were included with the packet for information. Reviewed the discussion regarding: new member appointments; recommendations identified in the Annual Report; and training on person centered planning. Greg identified that all six applicants have been contacted who were interested in being appointed to the committee (originally there was a recommendation for four). We have tentatively scheduled a Nominating Leadership Development Committee for February 25 to meet with the candidates (3 representing Crawford/Roscommon Counties and 3 representing Grand Traverse/Leelanau Counties). The meeting would be held via video conference in Grayling and Traverse City. Draft questions will be shared with committee members

to finalize prior to the interviews. A recommendation will be brought to the Board for the March meeting.

B. MACMHB Executive Board Strategic Planning Meeting

The strategic planning meeting was held on February 12 in Lansing. There were breakout groups focusing on five different areas. The groups reported back and a summary will be prepared. Comments were provided regarding the workgroups attended and noted that there will be more discussion at the Winter Conference and may be included in the Friday Fax.

- Learning Community meetings have been occurring and have reviewed modifications in the transformation plan for recovery.
- Grand Vision Partnership Agreement was included in the packet for information. Board members expressed concerns regarding the following issues: no reference to mental health services, need a definite plan and conclusion, clarification as to the purpose of the Grand Vision. Discussed parliamentary procedure for motion to table or postpone.

MOTION:	Approve the Grand Vision Partnership Agreement.
RESULT:	DEFEATED (9 nays, 2 ayes)
MOVER:	Beth Friend
SECONDER:	Pat McLaughlin

MOTION:	The Board approved that a communication be sent regarding Grand Vision indicating the NLCMH Board voted no on the Partnership Agreement pending the result of their report.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	David Marshall
SECONDER:	Dave Stephenson

- Board members will receive Boardworks 2 credit by attending a qualified workshop at the conference or by viewing the DVDs (submit documentation that it was completed). There is no longer a Board certification. All Board members are encouraged to complete. DVDs are available in the Traverse City Office through Deb Lavender. As Board members attend a session at the conference a form would need to be completed and turned in prior to leaving the session.
- Press Release titled "Home Sweet Home" was noted.

12. MEETING EVALUATION:

- #1- We spent our time on the most important governance topics: majority was satisfactory.
- #2- We encouraged diversity of viewpoints: majority was excellent.
- #3- Our decisions were made collectively: majority was excellent.
- #4- The Board used its time effectively: majority was excellent.
- #5- What is the most important thing the Board could do to improve our function as a Board? Not discussed.

13. NEXT MEETING AGENDA:

March 18 agenda items (meeting to be held in Traverse City): reviewed agenda items for Committee of the Whole and Board meetings.

14. ADJOURNMENT:

MOTION:	Adjourn the meeting.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Nina Zamora
SECONDER:	Pat McLaughlin

The meeting adjourned at 7:06 p.m.

Respectfully Submitted,

Melissa Fournier, Vice-Chairperson

Armandina Zamora, Board Secretary

Debra Lavender, Recording Secretary