Northeast Michigan Community Mental Health Authority Board
Board Meeting – April 10, 2025

I. **Call to Order**
Chair Eric Lawson called the meeting to order in the Board Room at 3:02 p.m.

II. **Seating of Board Members**
Chair Eric Lawson officially seated the four Board members who were reappointed by their county commissioners: Bob Adrian, Lester Buza, Charlotte Helman, and Lloyd Peltier, and new Board member Jennifer Graham.

III. **Roll Call and Determination of a Quorum**

Present:	Bonnie Cornelius, Jennifer Graham, Lynnette Grzeskowiak, Charlotte Helman, Eric Lawson, Kara Bauer LeMonds, Terry Small
Absent:	Bob Adrian, Lester Buza (Excused), Dana Labar (Excused), Lloyd Peltier (Excused)
Staff & Guests:	Carolyn Bruning, Connie Cadarette, Mary Crittenden, Rebekah Duhaime, Jason Lepper, Brenda Stanton, Jen Walburn

IV. **Pledge of Allegiance**
Attendees recited the Pledge of Allegiance as a group.

V. **Appointment of Evaluator**
Bonnie was appointed as evaluator of the meeting.

VI. **Acknowledgement of Conflict of Interest**
No conflicts of interest were acknowledged.

VII. **Information and/or Comments from the Public**
There were no comments from the public.

VIII. **Report of Nominations Committee**
Charlotte Helman reported the recommendations of the Nominations Committee which were Eric Lawson for Chair, Lloyd Peltier for Vice Chair, Bonnie Cornelius for Secretary, and Les Buza for Past Chair.

IX. **Election of Officers**
Chair Eric Lawson stated the Nominations Committee's recommendation of himself as the first nomination for Board Chair. He asked three times for any additional nominations. None were voiced and nominations were closed.

Terry Small made a motion, supported by Charlotte Helman, to elect Eric Lawson as Chair of the NeMCMHA Board. Board members voted by a show of hands. Motion carried unanimously.

Chair Eric Lawson stated the Nominations Committee's recommendation of Lloyd Peltier as the first nomination for Vice Chair. He asked three times for any additional nominations. None were voiced and nominations were closed.

Charlotte Helman made a motion, supported by Terry Small, to elect Lloyd Peltier as Vice Chair of the NeMCMHA Board. Board members voted by a show of hands. Motion carried unanimously.

Chair Eric Lawson stated the Nominations Committee's recommendation of Bonnie Cornelius as the first nomination for Secretary. He asked three times for any additional nominations. None were voiced and nominations were closed.

Lynnette Grzeskowiak made a motion, supported by Kara Bauer LeMonds, to elect Bonnie Cornelius as Secretary of the NeMCMHA Board. Board members voted by a show of hands. Motion carried unanimously.

Chair Eric Lawson stated the Nominations Committee's recommendation of Les Buza as the first nomination for Past Chair. Les is the only other current Board member to have served as Board Chair. Eric appointed Les Buza as Past Chair.

X. <u>**Approval of Minutes**</u>

Moved by Charlotte Helman, supported by Bonnie Cornelius, to approve the minutes of the March Board meeting, as presented. Motion carried.

XI. <u>**April Monitoring Reports**</u>

1. Budgeting 01-004

Connie Cadrette reported on the Statement of Revenue and Expense and Change in Net Position for the month ending February 28, 2025, with 41.67% of the year elapsed. She first pointed out an error on the report as the amount on line 3 should have been on line 2, which cleaned up the variance. She reviewed line items with negative variances including Property and Liability Insurance, Utilities, Maintenance, Capital Equipment, and Client Equipment. These variances are expected to even out over the remainder of the fiscal year. Medicaid Funds are currently overspent by $204,835 which is an improvement of around $90,000 from the previous month. Healthy Michigan Funds are overspent by $188,482, which is an increase from last month. The total overspent amount is currently $393,317 which is moving in a positive direction. General Funds are also moving in a good direction, with the overspent amount down to $112,110 from over $200,000 last month. Connie has positive expectations for the March financial report.

2. Financial Condition 01-005

Connie reported the Change in Net Position is at negative $8,883. This amount encompasses Local Funds which typically run in the negative until the summer. The Agency currently has 35 days of cash on hand.

3. Communication and Counsel to the Board 01-009

The Board reviewed the monitoring report and did not note any issues.

Moved by Terry Small, supported by Charlotte Helman, to approve the April Monitoring Reports. Motion carried.

XII. <u>**Board Policies Review and Self-Evaluation**</u>

1. Financial Condition 01-005

The Board reviewed the policy and felt it was still sufficient.

2. Communication and Counsel to the Board 01-009

The Board reviewed the policy and did not find any necessary revisions. Eric briefly described how the Carver Model of Governance allows them to tell the Executive Director what she cannot do but does not set rules for what she can do. Kara feels it allows the Board to provide oversight without interference.

3. Governing Style 02-002

The Board reviewed the policy and self-evaluated. Charlotte thinks the Board operates well as one unit with the same goal.

4. Cost of Governance 02-013

The Board discussed the policy to ensure they were following all measures. The Board agreed that they were doing well following the policy, which is revised every year to reflect accurate totals.

Moved by Kara Bauer LeMonds, supported by Lynnette Grzeskowiak, to approve the revisions to the Cost of Governance Policy. Motion carried.

XIII. <u>Linkage Reports</u>

1. NMRE Board

Eric reported that a new Board member would need to be appointed to the NMRE Board. Dana Labar had previously expressed interest, so Rebekah Duhaime will check in with him. The meetings are on the fourth Wednesday of the month at 10:00 a.m.

Eric reported that the NMRE is still struggling with contract issues with the State. Discussions continued regarding the use of the internal savings fund for CMHSP deficits.

XIV. <u>Operations Report</u>

Mary Crittenden reported on operations for the month of March. In case management, Older Adult Services (for those aged 55+) served 73 individuals; Adult Mental Illness (ages 18-54) served 69 individuals; ACT, the highest level of case management, served 16 individuals, and Intellectual/Development Disabilities served 174 individuals. Overall, 981 unduplicated individuals were served during the month of March.

XV. <u>Board Chair's Report</u>

Jennifer Graham introduced herself to the Board. She is a licensed professional counselor and has a private practice while also teaching at ACC. She focuses on mental health and giving back to her community and is on the Opioid Steering Committee.

Eric reviewed his memo to the Board regarding a Presque Isle County Board member who was recently removed from the NeMCMHA Board by the Presque Isle County Commissioners. Nena had taken issues that were reported to her to Eric and the Agency's HR department attempted to handle them. Issues continued with the individual and they sought help from the Presque Isle County Commissioners. Due to Michigan law, the Agency cannot remove a Board member as they are appointed by the county commissioners. Nena reported some Boards have a personnel committee that handles situations such as these, and Eric suggested the Board think about that possibility. Charlotte stated she would like to make sure they have identified ways to ensure things like this don't happen in the future.

1. Section 222 and Conflict of Interest Forms

Board members need to complete their forms and get them back to Rebekah at the next Board meeting.

2. Establishment of Regular Meeting Date

Moved by Bonnie Cornelius, supported by Kara Bauer LeMonds, to keep NeMCMHA Board meetings on the second Thursday of the month at 3:00 p.m. Motion carried.

3. Appointment of Standing Committees

Eric appointed Lynnette Grzeskowiak to the Recipient Rights Committee and he reappointed Lloyd Peltier to the Consumer Advisory Committee.

4. CMHA Annual Summer Conference

The conference will be held Monday, June 9 through Wednesday, June 11. Bonnie would like to attend. Board members can let Rebekah know at the May Board meeting if they wish to attend.

XVI. <u>Executive Director's Report</u>

Nena reported on her activities for the month, including attending meetings for NMORC, NMRE Finance, NAMI, NMRE Operations in Petoskey, the CMHA Directors' Forum in Lansing, and the NMRE Board meeting.

She informed the Board of how the Agency handled the power outage. The main office was closed for two days, though the SIP Tech Room and two clerical computers can run off a generator so necessary operations were still able to be carried out. Staff received State of Emergency pay for the two days the Agency was closed. All nine group homes lost power, and staff, and family of staff, worked together to keep the generators filled with gas. Nena commended the SIP Tech staff who handled the situation wonderfully and made increased runs to ensure their individuals were safe and fed. Group home staff, supervisors, and the Residential Manager did an incredible job keeping things going. The ACT team, which covers all four counties with limited staff, did a great job checking on everybody. The Physician Services team got injections to individuals who needed them so there were no lapses in treatment. The IS department kept phones and technology up and running. Case managers coordinated with guardians to ensure there were supports for their individuals. Nena previously learned during the pandemic that NeMCMHA staff are resilient, and the ice storm taught her how resourceful they are.

Nena reported work is continuing on licensure for increased beds in one group home that would allow two homes to merge. She discussed the possibility of turning the second group home into an office for Alcona County.

XVII. **Information and/or Comments from the Public**

None were presented.

XVIII. **Information and/or Comments for the Good of the Organization**

Kara stated she has information cards available for the Mental Health Map. They are continuing to work on maps for Alcona, Montmorency, and Presque Isle counties and they hope to have them up by June.

XIX. **Next Meeting**

The next meeting of the NeMCMHA Board is scheduled for Thursday, May 8, 2025, at 3:00 p.m.

1. May Agenda Items

The proposed May agenda items were reviewed.

XX. **Meeting Evaluation**

Bonnie reported there were several members missing, but they were still able to have a quorum and lively discussion. She stated no one ever has to worry about not getting a chance to speak and she feels satisfied with what they accomplished today.

XXI. **Adjournment**

Moved by Terry Small, supported by Kara Bauer LeMonds, to adjourn the meeting. Motion carried. This meeting adjourned at 4:33 p.m.

[signed by Bonnie Cornelius May 8, 2025]
Bonnie Cornelius, Secretary

[signed by Eric Lawson May 8, 2025]
Eric Lawson, Chair