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**NORTHEAST  
MICHIGAN  
COMMUNITY  
MENTAL HEALTH  
AUTHORITY**



# **APRIL BOARD MEETING**

THURSDAY, APRIL 10, 2025



3:00 PM

400 JOHNSON STREET  
ALPENA, MICHIGAN 49707

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## INTEROFFICE MEMORANDUM

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**TO:** Board Members  
**FROM:** Eric Lawson, Board Chair  
**SUBJECT:** Presque Isle County Board Appointee  
**DATE:** April 2, 2025

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On January 29, 2025, I sent a letter to the Presque Isle County Board of Commissioners noting concerns regarding the behavior of NeMCMHA Board member, Gary Nowak.

My name is Eric Lawson, and I am the Board Chair of the Northeast Michigan Community Mental Health Authority (NeMCMHA) Board of Directors. I am writing to inform you of issues we have been having with one of our Board members that was appointed by the Presque Isle County Board of Commissioners, Gary Nowak. Although Mr. Nowak has served our Board and organization in many positive ways over the last 25 years, including serving as Board Chair, some of his conduct has egregiously crossed lines of appropriate behavior. This has brought us to the point of asking you to consider removing him from this position.

Mr. Nowak's conduct not only violates our governance model (see Attachments A, B, and C), but having escalated to the level of sexual harassment, it also violates Michigan statute as he has been making harassing comments.

The letter continued by outlining multiple instances of inappropriate behavior carried out by Mr. Nowak.

As you can see, we have been dealing with Mr. Nowak's inappropriate, hurtful, and unprofessional behavior. We have made an effort to deal with these issues for some time and we are not making progress. We are coming to you with this as we have no other recourse. Since Mr. Nowak is not an employee of NeMCMHA, he cannot be disciplined or suspended by the Agency. However, the Mental Health Code dictates that Board members may be removed by the appointing Board of commissioners for misconduct (see attachment J). Human Resources has a duty in occasions of sexual harassment and his behavior has now reached the level of sexual harassment. We now feel that we must bring this to your attention and request that you remove him from the NeMCMHA Board of Directors.

The Presque Isle County Board of Commissioners first discussed our concerns regarding Mr. Nowak at their March 13, 2025, meeting. After discussion, which included Mr. Nowak who was present at their meeting, they appointed a committee to further investigate the matter. Following their investigation, the Presque Isle County Board of Commissioners met on March 28, 2025, and voted by majority to remove Mr. Nowak from his appointment on the NeMCMHA Board.

# NORTHEAST MICHIGAN COMMUNITY MENTAL HEALTH AUTHORITY BOARD

Meeting Agenda | Thursday, April 10, 2025 | 3:00 p.m.

**I. Call to Order**

**II. Seating of Board Members**

Robert Adrian – Alpena County  
Jennifer Graham – Alpena County  
Charlotte Helman – Montmorency County  
Lloyd Peltier – Montmorency County  
Les Buza – Presque Isle County  
Dana Labar – Presque Isle County

MISSION STATEMENT

To provide comprehensive services and supports  
that enable people to live and work  
independently.

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

**IV. Pledge of Allegiance**

**V. Appointment of Evaluator**

**VI. Acknowledgement of Conflict of Interest**

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

**VIII. Report of Nominations Committee .....(Verbal)**

**IX. Election of Officers .....(Page 1)**

**X. Approval of Minutes ..... (Pages 2 – 4)**

**XI. April Monitoring Reports**

1. Budgeting 01-004 ..... (Handout)

2. Communication and Counsel to the Board 01-009 ..... (Pages 5 – 7)

**XII. Board Policies Review and Self-Evaluation**

1. Financial Condition 01-005 (Review).....(Page 8)

2. Communication and Counsel to the Board 01-009 (Review) ..... (Pages 9 – 10)

3. Governing Style 02-002 (Review & Self-Evaluate) .....(Page 11)

4. Cost of Governance 02-013 (Review & Self-Evaluate) ..... (Handout)

**XIII. Linkage Reports**

1. NMRE Board .....(Verbal)

**XIV. Operations Report .....(Page 12)**

**XV. Board Chair’s Report**

1. Section 222 & Conflict of Interest Forms ..... (Pages 13 – 15)

2. Establishment of Regular Meeting Date .....(Verbal)

3. Appointment of Standing Committees .....(Page 16)

**XVI. Executive Director’s Report .....(Verbal)**

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

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

**XIX. Next NeMCMHA Board Meeting – Thursday, May 8 at 3:00 p.m.**

1. Proposed May Agenda Items .....(Page 17)

**XX. Meeting Evaluation .....(Verbal)**

**XXI. Adjournment**

# NORTHEAST MICHIGAN COMMUNITY MENTAL HEALTH AUTHORITY

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## INTEROFFICE MEMORANDUM

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**TO:** Board Members  
**FROM:** Rebekah Duhaime  
**SUBJECT:** Election of Officers  
**DATE:** April 3, 2025

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### **Current NeMCMHA Board Officers:**

Chair – Eric Lawson, Alpena County  
Vice Chair – Lloyd Peltier, Montmorency County  
Past Chair –  
Secretary – Bonnie Cornelius, Alcona County

### **From the NeMCMHA Bylaws, Article V – Officers, Section 1. Officers; Election; Term of Office:**

- During the April Meeting, a slate of candidates for the Board's three offices shall be placed in nomination, first by the Nominations Committee which shall give its report at the call of the Chair.
- Election of the Board's Chair for the next year shall be the first election, and shall be conducted by the current Chair, who shall state the Nominations Committee's nomination, then ask if there are any further nominations from the floor; if/when none is heard after *three* such invitations, then the Chair shall declare that nominations are closed and the election may proceed.
- Balloting may be by voice, by show-of-hands, or by roll call at the request of any Board member, as the Board may determine in advance or by its majority vote at any time during the election process; a majority of votes cast shall determine the outcome of the election.
- Following the election of a new Chair (and assuming the current Chair does not succeed to the office), the immediate-past-Chair shall relinquish the chair to the new Chair, who shall conduct the balance of the elections in the same manner.
- Elections then proceed in this order:  
Vice-Chair, Past Chair, then Secretary.
- Newly-elected officers assume their offices immediately upon elections.
- If questions of procedure arise before or during the meeting or elections, the Board shall resolve these questions via reference to its By-Laws, Policies and/or Robert's Rules.

**Northeast Michigan Community Mental Health Authority Board  
Board Meeting – March 13, 2025**

**I. Call to Order**

Chair Eric Lawson called the meeting to order in the Board Room at 3:00 p.m.

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

Present: Lester Buza , Bonnie Cornelius, Lynnette Grzeskowiak, Charlotte Helman, Judy Jones, Dana Labar, Eric Lawson, Kara Bauer LeMonds, Gary Nowak, Terry Small

Absent: Bob Adrian (Excused), Lloyd Peltier (Excused)

Staff & Guests: Carolyn Bruning, Connie Cadarette, Mary Crittenden, Rebekah Duhaime, Erin Fletcher, Jason Lepper, Brooke Paczkowski, Brenda Stanton, Jen Walburn

**III. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance as a group.

**IV. Appointment of Evaluator**

Judy Jones was appointed as evaluator of the meeting.

**V. Acknowledgement of Conflict of Interest**

No conflicts of interest were acknowledged.

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

There were no comments from the public.

**VII. Approval of Minutes**

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

**VIII. March Monitoring Reports**

**1. Budgeting 01-004**

Connie Cadrette reported on the Statement of Revenue and Expense and Change in Net Position for the month ending January 31, 2025, with 33.33% of the year elapsed. All State reporting was submitted on February 28, and the auditors will be presenting their reports to the Board in May. Connie reviewed line items with larger variances, noting which items are expected to smooth out over time, and which required adjustment. Medicaid funds are overspent by \$294,440 and Healthy MI is overspent by \$152,121, for a total due to the NMRE of \$46,561. General Funds are in a better position this month, with an overspent amount of \$211,176. Behavioral Health Home was cut off from the bottom of the report, so Connie shared it received \$134,442 in revenue and had \$131,185 in expenses, for a net positive amount of \$3,257. The Agency's overspent amounts are not necessarily due to expenses, but rather to the Agency/the NMRE not receiving the correct revenue from the State.

***Moved by Lynnette Grzeskowiak, supported by Kara Bauer LeMonds, to approve the March Monitoring Report.*** Motion carried.

**IX. Board Policies Review and Self-Evaluation**

**1. Budgeting 01-004**

Connie confirmed that the Agency is compliant with the policy, explaining that the Agency does have funds in a cash reserve, which meets the Board policy requirement regarding cash and cash equivalents (not physical assets). The funds in the cash reserve are local funds, not Medicaid funds.

## **2. Board Members' Ethical Code of Conduct 02-008**

Board members were asked to sign the back of the Ethical Code of Conduct and return it to Rebekah Duhaime. The Board also received a handout of covenants that are used by the CMHA and its committees. Eric said the covenants are best practices for how Board members should conduct themselves, and they are echoed in the Board's bylaws. Bonnie and Eric agreed that the Board is following this policy and that they are careful with noting any conflicts of interest that may arise.

### **X. Board Member Recognition**

Eric presented certificates to Board members who have reached milestone years including Les Buza (15 years), Bonnie Cornelius (10 years), Eric Lawson (10 years), and Bob Adrian (5 years). This will be Judy's last meeting after dutifully serving on the Board for 12 years.

### **XI. Recess and Refreshments**

The Board recessed at 3:21 p.m. for refreshments following Board member recognition.

Chair Eric Lawson called the meeting back to order at 3:32 p.m.

### **XII. Linkage Reports**

#### **1. NMRE Board**

Eric reported the NMRE Board voted to require the five CMHSPs to stay withing the per member per month formula for funding. This was a necessary vote due to the state of funding for the CMHSPs. This will help to ensure no specific CMH overspends, which could be to the detriment of the entire NMRE. Per member per month funding provides funds for every Medicaid member in the specified area, regardless of their status of being served by the Agency. When there are large drops in the number of Medicaid enrollees, the State has to raise rates to make up the difference, but they have not done this. There have also not been correct payments received for individuals on HABs waivers. Nena has plans for the Agency to reduce expenses which have been reported to the NMRE. There are a couple of Boards in the region that will have to cut services to be able to meet their per member per month. Nena reiterated that Northeast used surplus funds during COVID for one-time expenses, and did not add items that would cause ongoing budget increases. Some of the Agency's highest cost individuals are in group homes and some of them lost their Medicaid or were placed on the incorrect type of Medicaid to keep them open in the system. There is a lot of manual labor involved in redetermining Medicaid cases, which can result in a lot of human error.

Eric discussed the CMH PAC, which uses donations to give CMHA a voice, but the disparity between what other lobbying groups spend is huge. The CMHA PAC has around \$50,000, while others have millions.

### **XIII. Operations Report**

Mary Crittenden reported on operations for the month of February. Due to weather and illness numbers were down a little. A psychiatrist and outpatient therapist are also both out on maternity leave. Access had 36 routine requests for services and no emergent or urgent request. Home-based services served 12 individuals and Children's Services served 45. A lot of kids have transitioned into outpatient therapy services. Outpatient counseling served 91 individuals. Overall, 963 unduplicated individuals were served during the month of February. Mary said spring is the busiest time of year, especially for crisis services.

### **XIV. Endowment Fund Grant Awards**

The Board reviewed the two grant awards provided by the Endowment Fund at the Community Foundation for Northeast Michigan. These funds are mostly provided by staff contributions through payroll. The committee that reviews requests for funds is comprised of staff and community foundation members. Most requests are for items to be used for employment or education. Brooke Paczkowski reported about 50 staff members contribute to the fund through payroll deductions every payday.

**XV. Board Chair's Report**

**Schedule Nominations Committee Meeting**

Les, Terry, Lynnette, and Charlotte, representing all four counties, will meet at 2:30 p.m. prior to the April 10 Board meeting.

**XVI. Executive Director's Report**

Nena reported on her activities for the last month, including attending the CMHA winter conference in Kalamazoo where Executive Directors met with MDHHS staff. There was a lot of discussion around Alpena County being named a micro urban county. This would make Alpena non-exempt from rural exemptions. Nena discussed possible necessary budget changes, including staffing in the group homes located in frontier counties. Pending licensing for increased beds in one group home, the Agency may close a group home in Alcona County. The current staffing would remain the same. Terry, an Alcona County Commissioner, said he would be in support of this given all the evidence. The Board expressed support for this proposed change.

Nena reviewed the State's move to put the PIHPs up for bid. The State has created a survey, though it appears to be skewed in its questions. The Board agreed to have Nena send the survey out to staff.

Dana Labar left the meeting at 4:35 p.m.

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

None were presented.

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

Kara presented information on the mental health map she has been working on with Partners in Prevention. The Alpena version of the map will launch on Monday, March 17. All four counties should be done by May. Nena reported everyone at NAMI was very excited for the launch.

**XIX. Next Meeting**

The next meeting of the NeMCMHA Board is scheduled for Thursday, April 10 at 3:00 p.m.

**1. April Agenda Items**

The proposed April agenda items were reviewed.

**XX. Meeting Evaluation**

Judy reported everyone came prepared and felt free to talk. She felt the materials were very informative. Judy said the Board is very special because of their different backgrounds.

**XXI. Adjournment**

***Moved by Lynnette Grzeskowiak, supported by Terry Small, to adjourn the meeting.*** Motion carried. This meeting adjourned at 4:43 p.m.

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Bonnie Cornelius, Secretary

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Eric Lawson, Chair

**POLICY CATEGORY:**

Executive Limitations

**POLICY TITLE AND NUMBER:**

Communication and Counsel to the Board Policy # 01-009

**REPORT FREQUENCY & DUE DATE:**

Annual: April 2025

**POLICY STATEMENT:**

With respect to providing information and counsel to the Board, the Executive Director may not permit the Board to be uninformed or unsupported in its work. Accordingly, the Executive Director may not:

1. Neglect to submit monitoring data required by the Board (see policy on Monitoring Executive Performance) in a timely, accurate, and understandable fashion, directly addressing provisions of the Board policies being monitored.
  - **Interpretation**  
Monitoring reports required by Board policy are included on the monitoring schedule, and are prepared, delivered, and presented clearly to the Board on a timely basis, including any necessary data or evidence.
  - **Status**  
Monitoring reports have been submitted on a timely basis in accordance with the monitoring schedule. Lead staff from various departments continue to be included in the development and presentation of various reports to more accurately relay information.
2. Let the Board be unaware of relevant trends, anticipated adverse media coverage, material external and internal changes, and particularly changes in the assumptions upon which any Board policy has previously been established.
  - **Interpretation**  
The Executive Director will keep the Board apprised of any significant information or events that bear on the Board's responsibilities.
  - **Status**  
The Executive Director has apprised the Board of significant information during her Executive Director Report at each Board meeting. Information and/or events requiring more immediate notice have been communicated to the Board Chair prior to the relevant Board meeting.
3. Fail to advise the Board if, in the Executive Director's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Staff Relationships, particularly in the case of Board behavior, which is detrimental to the work relationship between the Board and the Executive Director.
  - **Interpretation**  
The Executive Director has the opportunity and responsibility to frankly raise concerns related to the Governance Process, Board Relationships, and Board-Staff Relationships, and the Board has the duty to consider those concerns.
  - **Status**  
The Board's commitment to Policy Governance appears to be very strong. Frank, open conversation between the Board and Executive Director provides an environment which supports the governance model, allowing the sharing of critical information without placing Board Members in the role expected of the Executive Director or other employees. Board Members adhere to their policies and hold the Executive Director responsible for reporting and compliance with its annual planning goals, policies, and expectations.
4. Fail to marshal for the Board as many staff and external points of view, issues, and options as needed for fully informed Board choices.
  - **Interpretation**  
The Executive Director is the only employee that reports directly to the Board, and is expected to assure that the expertise of staff and valued input from other community resources are available for the Board.



- **Status**

The Chief Financial Officer and Chief Operations Officer report to the Board monthly. Quality Improvement, Human Resources, and the Office of Recipient Rights report on a quarterly basis. Educational presentations from staff concerning programs and services occur throughout the year, and occasional presentations from community partners and the NMRE's Executive Director are included on the Board's agenda.

5. Present information in unnecessarily complex or lengthy form, or in a form that fails to differentiate among information of three types: monitoring, decision preparation, and other.

- **Interpretation**

Monitoring reports and other material prepared to assist the Board in its responsibilities should be concise and logical in presentation.

- **Status**

Monitoring Reports to the Board occur using a perpetual calendar of review. While some presentations require lengthy detailed discussions, most presentations meet the tests of this policy.

6. Fail to provide a mechanism for official Board, officer, or committee communications.

- **Interpretation**

The Executive Director is to assist with and facilitate meetings of the Board, and provide whatever support, including clerical, is necessary to assure communication among Board members and officers.

- **Status**

The Recipient Rights Committee, Consumer Advisory Council, Nominations Committee, and Executive Committee meetings continue to be facilitated and supported by Agency staff. Communication with Board members assigned to the NMRE continues to be sufficient.

7. Fail to deal with the Board as a whole except when (a) fulfilling individual requests for information or (b) responding to officers or committees duly charged by the Board.

- **Interpretation**

The Executive Director is to respond to directives of the whole Board rather than to individual members, except when an individual member or committee is duly authorized by the Board for a specific purpose.

- **Status**

Over the last year, the Board has continued to act as an entire body and does not place individual demands on the Executive Director or leadership staff.

8. Fail to report, in a timely manner, actual or anticipated noncompliance with any Board policy.

- **Interpretation**

The Executive Director is to inform the Board when issues of noncompliance, either actual or anticipated, with any Board policy occurs, either through communication at the next Board meeting or via contacting the Board Chair directly to inform him of the noncompliance.

- **Status**

The Executive Director maintains proper and timely communication with the Board Chair in regards to any actual or anticipated Board policy noncompliance.

9. Fail to supply for the consent agenda all items delegated to the Executive Director required by law or contract to be Board approved, along with the monitoring assurance pertaining thereto.

- **Interpretation**

The Executive Director is to report all items required by law or contract to the Board on the agenda for the next Board meeting. If there is an occasion where contracts or actions need to be addressed or signed prior to the next Board meeting, the Executive Director will contact the Board Chair for approval and will report to the Board at the meeting.

- **Status**

The Executive Director has presented consent agendas for contract obligations when received by the State or contract providers. Any contracts requiring immediate execution were handled appropriately by contacting the Board Chair and then notifying the Board at their next meeting.

### **Board Review/Comments**

Reasonableness Test: Is the interpretation by the Executive Director reasonable?

Data Test: Is the data provided by the Executive Director both relevant and compelling?

Fine-Tuning the Policy: Does this report suggest further study and refinement of the policy?

Other Implications: Does this report suggest that other policies may be necessary?

**NORTHEAST MICHIGAN COMMUNITY MENTAL HEALTH AUTHORITY  
POLICY & PROCEDURE MANUAL**

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[../Index.doc](#)

**EXECUTIVE LIMITATIONS**

(Manual Section)

**FINANCIAL CONDITION**

Board Approval of Policy:

August 8, 2002

Policy Last Reviewed:

April 11, 2024

Last Revision to Policy Approved by Board:

April 09, 2020

**●1 POLICY:**

With respect to the actual, ongoing condition of the organization's financial health, the Executive Director may not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in Ends policies.

Accordingly, he or she may not:

1. Expend more funds than have been received in the fiscal year to date unless the debt guideline (below) is met.
2. Borrow money in an amount greater than can be repaid by certain, otherwise unencumbered revenues within 60 days.
3. Use any designated reserves other than for established purposes.
4. Conduct inter-fund shifting in amounts greater than can be restored to a condition of equal or greater to the original discrete fund balances by certain, otherwise unencumbered revenues within 30 days.
5. Fail to settle payroll and debts in a timely manner.
6. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.
7. Acquire, encumber, or dispose of real property.

**●2 APPLICATION:**

The Northeast Michigan Community Mental Health Authority Board

**●3 DEFINITIONS:**

**●4 REFERENCES:**

**●5 FORMS AND EXHIBITS:**

**NORTHEAST MICHIGAN COMMUNITY MENTAL HEALTH AUTHORITY  
POLICY & PROCEDURE MANUAL**

[..Index.doc](#)

**EXECUTIVE LIMITATIONS**

(Manual Section)

**COMMUNICATION AND COUNSEL TO THE BOARD**

Board Approval of Policy

August 8, 2002

Policy Last Reviewed:

April 11, 2024

Last Revision to Policy Approved by Board:

April 9, 2020

**•1 POLICY:**

With respect to providing information and counsel to the board, the Executive Director may not permit the board to be uninformed or unsupported in its work. Accordingly, he or she may not:

1. Neglect to submit monitoring data required by the board (see policy on Monitoring Executive Performance) in a timely, accurate and understandable fashion, directly addressing provisions of the board policies being monitored.
2. Let the board be unaware of relevant trends, anticipated adverse media coverage, material external and internal changes, particularly changes in the assumptions upon which any board policy has previously been established.
3. Fail to advise the board if, in the Executive Director's opinion, the board is not in compliance with its own policies on Governance Process and Board-Staff Relationship, particularly in the case of board behavior which is detrimental to the work relationship between the board and the Executive Director.
4. Fail to marshal for the board as many staff and external points of view, issues and options as needed for fully informed board choices.
5. Present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types: monitoring, decision preparation and other.
6. Fail to provide a mechanism for official board, officer or committee communications.
7. Fail to deal with the Board as a whole except when (a) fulfilling individual requests for information or (b) responding to officers or committees duly charged by the board.

**NORTHEAST MICHIGAN COMMUNITY MENTAL HEALTH AUTHORITY  
POLICY & PROCEDURE MANUAL**

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8. Fail to report in a timely manner an actual or anticipated noncompliance with any policy of the Board.
  9. Fail to supply for the consent agenda all items delegated to the Executive Director yet required by law or contract to be board-approved, along with the monitoring assurance pertaining thereto.
- 2    **APPLICATION:**
- The Northeast Michigan Community Mental Health Authority Board
- 3    **DEFINITIONS:**
- 4    **REFERENCES:**
- 5    **FORMS AND EXHIBITS:**

**NORTHEAST MICHIGAN COMMUNITY MENTAL HEALTH AUTHORITY  
POLICY & PROCEDURE MANUAL**

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[../Index.doc](#)

**GOVERNANCE PROCESS**

(Manual Section)

**GOVERNING STYLE**

Board Approval of Policy

August 8, 2002

Policy Last Reviewed:

April 11, 2024

Last Revision of Policy Approved by Board:

April 9, 2020

●1 **POLICY:**

The board will govern with an emphasis on outward vision encouraging diversity of viewpoints, strategic leadership more than administrative detail, clear and concise roles of board and Executive Director, collectively and proactively focusing on the future.

The board will:

1. Function as a unit, be responsible for governing itself, and initiate its own practices. The board will use the expertise of individual members to enhance the ability of the board as a body.
2. Focus its primary efforts on the intended long-term impact outside the operating organization, and will direct the organization through the development of written board policies.
3. Enforce upon itself whatever discipline is needed to govern with excellence. Discipline will apply to matters such as attendance, preparation for meetings, policymaking principles, respect of roles, and ensuring the continuity of governance capability. Continual board development will include orientation of new members in the board's governance process and periodic board discussion of process improvement.
4. Monitor and discuss the board's process and performance at each meeting. Self-monitoring will include comparison of board activity and discipline to policies in the Governance Process and Board-Staff Relationship categories.

●2 **APPLICATION:**

The Northeast Michigan Community Mental Health Authority Board

●3 **DEFINITIONS:**

●4 **REFERENCES:**

●5 **FORMS AND EXHIBITS:**

	Program	Consumers served March 2025 (3/1/25 - 3/31/25)	Consumers served in the Past Year (4/1/24 - 3/31/25)	Running Monthly Average(year) (4/1/24 - 3/31/25)
1	Access <div>Routine Emergent Urgent</div>	38	586	47
		0	0	0
		0	2	0
	Crisis Prescreens	44	562	47
		37	578	48
2	Doctors' Services	369	1296	420
3	Case Management			
	Older Adult (OAS)	73	135	86
	MI Adult	69	184	62
	MI ACT	16	27	19
	Home Based Children	12	87	32
	MI Children's Services	47	222	79
	IDD	174	289	153
4	Outpatient Counseling	101(30/71)	268	80
5	Hospital Prescreens	37	578	48
6	Private Hospital Admissions	15(0/15)	211	17
7	State Hospital Admissions	0	4	0
8	Employment Services			
	IDD	46	66	47
	MI	44	88	40
	Touchstone Clubhouse	67	102	76
9	Peer Support	60(7/53)	76	45
10	Community Living Support Services			
	IDD	84	96	81
	MI	70	118	75
11	CMH Operated Residential Services			
	IDD Only	48	52	49
12	Other Contracted Resid. Services			
	IDD	39	40	38
	MI	31	35	31
13	Total Unduplicated Served	981	2317	1031

County	Unduplicated Consumers Served Since April 2024
Alcona	233
Alpena	1392
Montmorency	292
Presque Isle	313
Other	73
No County Listed	14

Northeast Michigan Community Mental Health Authority

M E M O R A N D U M

To: NeMCMHA Board Members  
From: Nena Sork  
Date: April 3, 2025  
Subject: Mental Health Code Section 222

The Board **must** annually certify its compliance with Section 222 of the Mental Health Code. That section of the Code (a copy of which is attached) sets certain requirements and limitations for participation by individuals as Board members. These requirements and limitations may be summarized as follows:

- At least four members must be primary consumers or family members of primary consumers;
- At least two of the above four members must be primary consumers;
- No more than four county commissioners;
- No more than six public officials, including the above mentioned county commissioners

(Please use the definitions on the survey form.)

It is important that Board members understand the use of this information. We are required to disclose to MDHHS (or anyone who might ask) the composition of our Board, and prove that we are in compliance with these provisions. It is MDHHS's interpretation that those Board members who we "count" as primary or family members be willing to have that information publicly disclosed. Therefore, please have this in mind as you complete this form.

Section 222 also addresses avoidance of conflict of interest. The attached form has been revised to address these items as well. Board members must not be:

- employed by MDHHS or Community Mental Health;
- a party to a contract with Community Mental Health; or
- serve in a policy making position with an agency under contract with Community Mental Health (except under certain circumstances)

Please complete this form return it to Rebekah Duhaime. Thank you.

Attachment: Sec. 222(1)(4)(5)



\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **Board Composition**

**1. Are you currently or have you ever been a primary consumer\* of mental health services?**

*\*A Primary Consumer means an individual who has received or is receiving services from MDHHS or a community mental health services program, **OR** services from the private sector equivalent to those offered by MDHHS or a community mental health services program. Having ever received therapy/counseling from the private sector counts you as a Primary Consumer.*

☐ Yes

☐ No

**2. Are you a family member\* of a Primary Consumer who is receiving, or has received, mental health services?**

*\*Family Member means a parent, stepparent, spouse, sibling, child, or grandparent of a Primary Consumer, or an individual upon whom a primary consumer is dependent for at least 50% of their financial support.*

☐ Yes

☐ No

**3. Are you a county commissioner?**

☐ Yes

☐ No

**4. Are you a public official\*?**

*\*Public Officials are individuals serving in an elected or appointed public office or who are employed more than 20 hours per week by an agency of federal, state, city, or local government.*

☐ Yes

☐ No

### **Conflict of Interest**

**1. Are you employed by MDHHS or Community Mental Health?**

☐ Yes

☐ No

**2. Are you party to a contract with NeMCMHA?**

☐ Yes

☐ No

**3. Do you serve in a policy-making position with an agency under contract with NeMCMHA?**

☐ Yes

☐ No

**4. Do you serve in other than a policy-making position with an agency with which the Board holds a contract or is considering a contract? [If so, the procedure required by Sec. 222 (5) must be followed regarding disclosure and voting.]**

☐ Yes

☐ No

**MENTAL HEALTH CODE (EXCERPT)**  
**Act 258 of 1974**

**330.1222 Board; composition; residence of members; exclusions; approval of contract; exception; size of board in excess of § 330.1212; compliance.**

Sec. 222. (1) The composition of a community mental health services board shall be representative of providers of mental health services, recipients or primary consumers of mental health services, agencies and occupations having a working involvement with mental health services, and the general public. At least 1/3 of the membership shall be primary consumers or family members, and of that 1/3 at least 1/2 of those members shall be primary consumers. All board members shall be 18 years of age or older.

(2) Not more than 4 members of a board may be county commissioners, except that if a board represents 5 or more counties, the number of county commissioners who may serve on the board may equal the number of counties represented on the board, and the total of 12 board memberships shall be increased by the number of county commissioners serving on the board that exceeds 4. In addition to an increase in board memberships related to the number of county commissioners serving on a board that represents 5 or more counties, board memberships may also be expanded to more than the total of 12 to ensure that each county is entitled to at least 2 board memberships, which may include county commissioners from that county who are members of the board if the board represents 5 or more counties. Not more than 1/2 of the total board members may be state, county, or local public officials. For purposes of this section, public officials are defined as individuals serving in an elected or appointed public office or employed more than 20 hours per week by an agency of federal, state, city, or local government.

(3) A board member shall have his or her primary place of residence in the county he or she represents.

(4) An individual shall not be appointed to and shall not serve on a board if he or she is 1 or more of the following:

(a) Employed by the department or the community mental health services program.

(b) A party to a contract with the community mental health services program or administering or benefiting financially from a contract with the community mental health services program, except for a party to a contract between a community mental health services program and a regional entity or a separate legal or an administrative entity created by 2 or more community mental health services programs under the urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512, or under 1967 (Ex Sess) PA 8, MCL 124.531 to 124.536.

(c) Serving in a policy-making position with an agency under contract with the community mental health services program, except for an individual serving in a policy-making position with a joint board or commission established under 1967 (Ex Sess) PA 8, MCL 124.531 to 124.536, or a regional entity to provide community mental health services.

(5) If a board member is an employee or independent contractor in other than a policy-making position with an agency with which the board is considering entering into a contract, the contract shall not be approved unless all of the following requirements are met:

(a) The board member shall promptly disclose his or her interest in the contract to the board.

(b) The contract shall be approved by a vote of not less than 2/3 of the membership of the board in an open meeting without the vote of the board member in question.

(c) The official minutes of the meeting at which the contract is approved contains the details of the contract including, but not limited to, names of all parties and the terms of the contract and the nature of the board member's interest in the contract.

(6) Subsection (5) does not apply to a board member who is an employee or independent contractor in other than a policy-making position with a joint board or commission established under 1967 (Ex Sess) PA 8, MCL 124.531 to 124.536, a separate legal or administrative entity established under the urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512, a combination of municipal corporations joined under 1951 PA 35, MCL 124.1 to 124.13, or a regional entity to provide community mental health services.

(7) In order to meet the requirement under subsection (1) related to the appointment of primary consumers and family members without terminating the appointment of a board member serving on March 28, 1996, the size of a board may exceed the size prescribed in section 212. A board that is different in size than that prescribed in section 212 shall be brought into compliance within 3 years after the appointment of the additional board members.

**History:** 1974, Act 258, Eff. Aug. 6, 1975;--Am. 1995, Act 290, Eff. Mar. 28, 1996;--Am. 2002, Act 596, Imd. Eff. Dec. 3, 2002;--Am. 2003, Act 278, Imd. Eff. Jan. 8, 2004

**Northeast Michigan Community Mental Health Authority Board**  
**COMMITTEE ROSTER**  
**April 2025**

**April 2025 (New)**

**EXECUTIVE COMMITTEE**

\_\_\_\_\_, Chair  
\_\_\_\_\_, Vice Chair  
\_\_\_\_\_, Past Chair  
\_\_\_\_\_, Secretary

**NMRE Board**

\_\_\_\_\_  
Bob Adrian  
Eric Lawson

**RECIPIENT RIGHTS COMMITTEE**

*Lynnette Grzeskowiak (Board Representative)*  
Kara Bauer LeMonds (Board Representative)  
Lorell Whitscell  
Tom Fredlund  
Renee Smart-Sheppler  
Barb Murphy  
Patricia Przeslawski  
Liz Kowalski, Recipient Rights Officer

**NOMINATIONS COMMITTEE**

Terry Small, Alcona County  
Les Buza, Presque Isle County  
Lynnette Grzeskowiak, Alpena County  
Charlotte Helman, Montmorency County

**CONSUMER ADVISORY COUNCIL**

Lloyd Peltier (Board Representative)  
Rebecca Stockford  
Anne Ryan  
Janet Freeman  
Kathleen Destromp  
Angela Lane  
Heather Miller

**(Current)**

**EXECUTIVE COMMITTEE**

Eric Lawson, Chair, Alpena County  
Lloyd Peltier, Vice Chair, Montmorency County  
Gary Nowak, Past Chair, Presque Isle County  
Bonnie Cornelius, Secretary, Alcona County

**NMRE Board**

Gary Nowak  
Bob Adrian  
Eric Lawson

**RECIPIENT RIGHTS COMMITTEE**

Judy Jones (Board Representative)  
Kara Bauer LeMonds (Board Representative)  
Lorell Whitscell  
Tom Fredlund  
Renee Smart-Sheppler  
Barb Murphy  
Patricia Przeslawski  
Ruth Hewett, Recipient Rights Officer

**NOMINATIONS COMMITTEE**

Terry Small, Alcona County  
Les Buza, Presque Isle County  
Lynnette Grzeskowiak, Alpena County  
Charlotte Helman, Montmorency County

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Heather Miller

## **MAY AGENDA ITEMS**

### **Policy Review & Self-Evaluation**

Board Job Description 02-003

Board Core Values 02-014

Disclosure of Ownership 02-016

### **Monitoring Reports**

Budgeting 01-004

Financial Condition 01-004 (CPA Audit Report)

Asset Protection 01-007 (CPA Audit Report)

### **Educational Session**

Part I of Strategic Planning – Environmental Scan