

**Northeast Michigan Community Mental Health Authority Board  
Board Meeting [In-Person, Zoom, Uber Conference]**

**February 11, 2021**

**I. Call to Order**

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

**II. Seating of Board Members**

Terry Small - Alcona County

Geyer Balog - Montmorency County

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

Present: In Person: Geyer Balog, Les Buza, Roger Frye, Lynnette Greskowiak, Eric Lawson, Gary Nowak, Terry Small

Via Zoom:

Via Uber Conference: Bonnie Cornelius, Judy Jones, Pat Przeslawski

Absent: Robert Adrian, Terry Larson

Staff & Guests: Lisa Anderson, Dennis Bannon (ZOOM), Carolyn Bruning(ZOOM), Lee Ann Bushey (ZOOM), Connie Cadarette (ZOOM), Mary Crittenden, Erin Fletcher, Ruth Hewett (ZOOM), Cheryl Kobernik (ZOOM), Larry Patterson (ZOOM), Nena Sork, Brenda Stanton (ZOOM), Eileen Tank, Jen Whyte (UBER)

Robert Adrian joined via ZOOM from Alpena at 3:02 p.m.

**IV. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance as a group.

**V. Appointment of Evaluator**

Bonnie Cornelius was appointed as evaluator of this meeting.

**VI. Acknowledgement of Conflict of Interest**

There was no conflict of interest to acknowledge.

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

No information or comments were presented.

**VIII. Approval of Minutes**

*Moved by Roger Frye, supported by Pat Przeslawski, to approve the minutes of the January 14, 2021 meeting as presented.* Roll call vote: Ayes: Robert Adrian, Geyer Balog, Les Buza, Bonnie Cornelius, Roger Frye, Lynnette Greskowiak, Judy Jones, Eric Lawson, Pat Przeslawski, Terry Small; Nays: Gary Nowak; Absent: Terry Larson. Motion carried.

**IX. Consent Agenda**

- 1. Havenwyck Mental Health System**
- 2. SentricHR Amendment**

*Moved by Gary Nowak, supported by Lynette Greskowiak, to approve the Consent Agenda as presented.* Roll call vote: Ayes: Terry Small, Pat Przeslawski, Gary Nowak, Eric Lawson, Judy Jones, Lynnette Greskowiak, Roger Frye, Bonnie Cornelius, Les Buza, Geyer Balog, Robert Adrian; Nays: None; Absent: Terry Larson. Motion carried.

**X. Educational Session – SentricHR**

Lisa Anderson provided Board members with a brief training on the new payroll system.

Terry Larson arrived at 3:10 p.m.

Lisa Anderson thanked the Board for support in the purchase of the new software system for Human Resources, which includes payroll. This system will create efficiencies for staff working in the field. This system will allow staff to input their time, request leave, look at benefits and paystubs, and many other tasks related to their benefits. Lisa reported the system is being rolled out in small groups to assure everyone gets adequate training. Due to COVID, this has been rolled out slightly slower than what we originally intended. Board members needing assistance will be able to contact HR or Diane for assistance in accessing their records.

Lisa Anderson reviewed the sign-in process Board members will need to complete the first time they access the system. Lisa Anderson provided Board members with definitions of public and private. Board members will want to assure if they are using a public computer, the second level of authentication in accessing the system will protect them from others accessing their records.

Lisa provided a virtual tour of the program, which included locating the paystub and how to look up employees and their email addresses.

Diane Hayka will send Board members attending via the telephone conference line or ZOOM a packet of instructions.

## **XI. February Monitoring Reports**

### **1. Treatment of Individuals Served 01-002**

Pat Przeslawski reported the Recipient Rights meeting in January was a short meeting, which met remotely due to COVID. The quarterly report was reviewed by the Committee. Pat Przeslawski noted all members of the current Recipient Rights Advisory Committee would like to continue in their current appointments for the next Board year.

### **2. Staff Treatment 01-003**

The turnover report was reviewed by Board members. Nena Sork reported some of the turnover was due to closing out the in-house operated Autism program. The program is now contracted by the Agency and many staff went with the new provider. In addition, community support services have been scaled back due to individual preference as they did not want to be in the community during COVID. This resulted in some additional positions vacant.

*Moved by Gary Nowak, supported by Lynette Greskowiak, to accept the February monitoring report as presented.* Roll call vote: Lynette Greskowiak, Judy Jones, Terry Larson, Eric Lawson, Gary Nowak, Pat Przeslawski, Terry Small, Robert Adrian, Geyer Balog, Les Buza, Bonnie Cornelius, Roger Frye; Nays: None; Absent: None. Motion carried.

## **XII. Board Policy Review and Self Evaluation**

### **1. Asset Protection 01-007**

Board members reviewed this policy. The audit report scheduled for next month serves as the monitoring report for this policy.

### **2. Board Committee Principles 02-005**

Pat Przeslawski reported this policy seems to be written well. Eric Lawson noted we do not use committees often. Diane Hayka reported the ad hoc committee has been used for work on a CARF issue related to ethics in the past.

### **3. Delegation to the Executive Director 03-002**

Eric Lawson reviewed the policy with Board members and reviewed 4. A. "Decisions or instructions of individual board members, officers, or committees are not binding on the Executive Director except in rare instances when the board has specifically authorized such exercise of authority." Gary Nowak reported that once the board approves the budget the director has the authority to manage services staying within the budget. The policies are designed to identify the tasks the Director cannot do versus what can be done. Geyer Balog requested further clarification about the hands off approach

the Board takes. The new Board members will receive training in policy governance, which will give them a good understanding of the processes this Board utilizes.

### **XIII. Linkage Reports**

#### **1. Community Mental Health Association of Michigan (CMHAM)**

##### **a. Go To Bat Award – Representative Sue Allor**

Nena Sork reported the Northern Region nominated Representative Sue Allor for the "Go to Bat Award." This award is for an individual who promotes mental health in the community. The Board Association presented the award to her this week at the virtual Winter Conference. Eric Lawson reported Sue Allor fought to get the state hospital located in northern Michigan. She continues to try to get a small satellite hospital in northern area. Sue Allor is a former Board member at North Country Community Mental Health.

#### **2. Northern Michigan Regional Entity (NMRE)**

##### **a. January 27<sup>th</sup> Board Meeting Report**

Gary Nowak reported the minutes from the most recent NMRE Board meeting are not yet available. Nena Sork will be addressing some of what was discussed related to Section 928 in her Director's report. Terry Larson provided an explanation of the NMRE governing board which is identified in in statute to our new Board members.

Roger Frye noted he is the Chair of the SUD (Substance Use Disorder) Advisory Board at the NMRE. The County Commissioners appoint members to this Advisory Board.

#### **3. Advisory Council**

Les Buza reported the Advisory Council met on Monday. He reported 97% of the residents in the group homes have received their COVID vaccines. The Behavioral Health Home program was the educational feature at their Monday meeting. The Advisor Council reviewed the newsletter published by the REP (Regional Entity Partners) Committee. He also noted the new psychiatrist in Rogers City is doing well.

### **XIV. Operations Report**

Mary Crittenden provided an update on the services provided for the month of January 2021. She report 54 contacts to access services. Out of 32 prescreens 16 resulted in hospitalization. Doctor's services increased in January. She reported the total number of individuals served in January was 1,074. Nena Sork reported there is a breakdown in the bottom table depicting how many individuals received services by county.

### **XV. Chair's Report**

#### **1. By-Law Update**

Eric Lawson reported he finished the "Robert's Rules of Order for Dummies" and provided a history of the rules and what predicated the need for the author to write the book. He provided the Board with a Robert's Rules tidbit – "Call the question" is not a proper use as it would mean an immediate end of debate and casting a vote. The proper term is "Previous question" and there must be a second to the motion with a two-thirds majority vote. He notes the rules are designed to assure the voice of the whole board is taken into consideration when making motions and voting.

Eric Lawson noted much of the Board's discussion was focused on the Nomination's Committee, assuring their role is defined. Some of the proposed revisions address the "Slate of Officer" role the committee was tasked with and not feeling this should fall solely on the committee. He noted the board could not have a secret ballot according to rules so this language was revised. The proposed pre-nomination ballot has a spot to identify if the person is willing to serve. Gary Nowak voiced his concern over having a committee. He reports in the commissioners nominate in open meetings of the full Board. The proposed process would allow individuals to volunteer to serve in various officer positions without the possibility of feeling intimidated. The Board reviewed the proposed pre-nominations ballot. Gary Nowak disagreed with the using of the pre-nominations ballot and if the board is happy with the current officers, they should remain as officers. Eric Lawson observed when members serve in officer roles they quite often step up their involvement. He noted it is preferred to

have representation from each county in an officer position. Roger Frye reported in all the years he has been with this board, it is fair to have one member from each county.

***Moved by Terry Small, supported by Bob Adrian, to approve the by-laws as presented.***

Discussion ensued related to the process used in getting to this point in the revision of the by-laws.

Roll call: Ayes: Robert Adrian, Bonnie Cornelius, Lynnette Greskowiak, Eric Lawson, Terry Small;  
Nays: Geyer Balog, Les Buza, Roger Frye, Judy Jones, Terry Larson, Gary Nowak, Pat Przeslawski;  
Absent: None. Motion did not carry.

At this point, there are no by-law changes.

***Motion by Gary Nowak, supported by Geyer Balog, to approve all changes except for the function of the nominating committee.***

Roll call vote: Ayes: Robert Adrian, Geyer Balog, Les Buza, Bonnie Cornelius, Roger Frye, Lynnette Greskowiak, Judy Jones, Terry Larson, Eric Lawson, Gary Nowak, Pat Przeslawski, Terry Small; Nays: None; Absent: None.

The Nomination's Committee will meet prior to the Board meeting in March in the Administrative Conference Room. Gary Nowak requested the current officer positions continue. Terry Small and Geyer Balog will become members of this committee to represent Alcona and Montmorency counties respectively.

## **2. Pre-Nominations Ballot**

This ballot was not needed; however, if board members wish to serve they can submit the ballot.

## **XVI. Director's Report**

### **1. Director's Update**

Nena Sork reported the educational session last month provided in-depth information on Section 928. Gary Nowak provided board members with a form letter which could be used to send to legislators. Nena Sork reported after the board meeting last month, CentraWellness also reversed and plan to wait this out to the last quarter of this fiscal year in submitting a reduction of local match, as this Board had agreed on. Gary Nowak reported the bottom line addressed in this letter is the dollars could come back to the local commissioners.

***Moved by Gary Nowak, supported by Roger Frye, to send the letter to Senator Stamas related to Section 928.*** Roll call vote: Ayes: Gary Nowak, Pat Przeslawski, Terry Small, Robert Adrian, Geyer Balog, Les Buza, Bonnie Cornelius, Roger Frye, Lynnette Greskowiak, Judy Jones, Terry Larson, Eric Lawson; Nays: None; Absent: None.

### **2. Endowment Fund Grant Awards**

Board members reviewed the report of grant awards from the endowment fund with recognition of one award enabling an individual to maintain living in an apartment.

### **3. QI Council Update**

The minutes for this meeting were distributed at this meeting. The minutes cover the various internal committees of the Agency and their recent activities.

### **4. Director's Update continued**

Nena Sork reported there has been much discussion related to the new changes in the Self-determination program. She reported she participated in the contract/finance committee at the state level. She informed Board members of collaborating with Partner's in Prevention to bring a SAMHSA grant to the area, which would be a five-year grant. Management is also looking at collaboration with the other boards to bring an evidence-based practice training for supervisors related to dealing with trauma. She reported she is on a collaborative committee with the AMA-ESD addressing concerns in education and services during COVID.

Nena Sork introduced Eileen Tank as the Director of Bay View Center. She reported the Agency is working to develop a different funding model for the drop-in center. Roger Frye provided a check to Bay View Center on behalf of the Knights of Columbus in Montmorency County.

Nena reported she participated with the Emergency Managers call on Monday. By tomorrow morning, every one of our group homes will have received their second dose of the COVID vaccine. The Direct Care staff were also offered the vaccines and were able to receive the vaccine if they chose to. At this point of 334 staff – 30 are undecided, 135 declined the vaccine and 170 plan to receive the vaccine. Many have received the first dose. Staff not wanting the vaccine must sign a declination form to show we did offer it to them. She reported agency staff have provided support to DHD #4 working at the clinics and offices.

Nena Sork informed members of a free COVID testing on Saturday, Feb 13 at the Alpena Fairgrounds. Nena Sork reported the agency also has rapid tests to use for staff to keep staff working. Bob Adrian reported the testing at the fairgrounds should determine if the new variant is in the area.

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

There was no information or comments presented.

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

Bonnie Cornelius noted Pat Przeslawski had indicated she will be returning in-person meetings in March and she feels she needs to come back as well. So much is lost when conducting business through the phone.

Eric Lawson expressed his impressiveness with the Board at today's meeting with the amount of discussion.

**XIX. Next Meeting**

The next regularly scheduled meeting of Northeast Michigan Community Mental Health Authority Board is Thursday, March 11, 2021 at 3:00 p.m.

**1. Set March Agenda**

Board members reviewed the March agenda items. The Audit Report traditionally presented at the February Board meeting should be available at the March meeting.

**XX. Evaluation of Meeting**

Bonnie Cornelius reported the meeting started on time. There was very good participation. She reported the conversations are difficult to hear when listening on the phone. Pat Przeslawski reported she also had trouble hearing some members.

**XXI. Adjournment**

*Moved by Gary Nowak, supported by Pat Przeslawski, to adjourn the meeting.* Motion carried. This meeting adjourned at 4:30 p.m.

*[signed by Bonnie Cornelius on 3/11/2021]*

Bonnie Cornelius, Secretary

*[signed by Eric Lawson on 3/11/2021]*

Eric Lawson, Chair

Diane Hayka  
Recorder