



**Board of Directors
Meeting Minutes**

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Meeting Date: 7/9/2020

Meeting Time: 4:30 pm

Location: Online - ZOOM <https://zoom.us>
Via Phone - 1 646 558 8656
Meeting ID: 906 779 0545
Password: 1234

Call to Order:

J. Luhtanen, Chairperson, called the meeting to order at 4:32 p.m.

Roll Call:

V. Johnson, Administrative Assistant conducted the roll call

Member	Attendance	Member	Attendance
Dehn, Janet	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Negro, Mari*	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent
Hafeman, Jan *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Pasternak, Nancy **	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Excused Absent <input type="checkbox"/> Absent
Hofer, Millie *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Phillips, Patricia	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent
Roberge, Robert *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Zevitz, Michael Dr. *	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent
Pirlot, Kevin **	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Korpi, Thomas **	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent
Martin, Ann *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Luhtanen, Joan *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent

* Zoom conference from alternate site ** Telephone attendance

Dr. Michael Zevitz signed in at 4:35 p.m.

Representing Administration:

J. Cescolini, J. Lindow, V. Johnson

Pledge of Allegiance:

Withheld do to Covid - 19

Public Comment:

None

Approve/Amend Consent Agenda:

J. Luhtanen requested approval or amendment of the Consent agenda.

Action: Remove agenda from the Consent agenda and approve Consent agenda.

Motion by: J. Hafeman Second by: T. Korpi to remove agenda from the consent agenda and approve Consent agenda.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirilot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

Action: Add the following to the agenda brief statement after GF by M. Hofer on By-laws.

J. Cescolini would like to add a Covid update. J. Lindow would like to add revised Budget Adoption after Ad Hoc presentation.

Motion by: J. Hafeman Second by: A. Martin to approve amendments to the agenda.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirilot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

Presentation:

Anderson Tackman Financial and Compliance Audit FY 19

B. Olson from Anderson Tackman reviewed the Financial and Compliance audit with the board. Miscellaneous questions addressed.

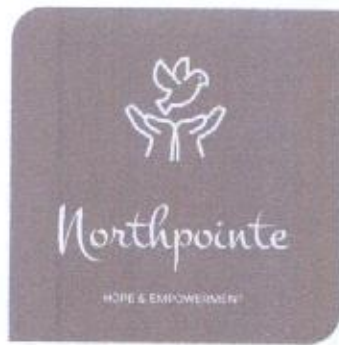
Outcome: Informational

New Business:

Check Disbursement Report – May 2020

J. Lindow reviewed the Check Disbursement Report with the board. Miscellaneous questions addressed.

Action: Action item next meeting.



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Income Statement – May 2020.

J. Lindow reviewed the Income Statement with the board. Miscellaneous questions addressed.

Outcome: Action item next meeting.

Comparative Income Statement – May 2020

J. Lindow reviewed the Comparative Income Statement with the board. Miscellaneous questions addressed.

Outcome: Action item next meeting.

Funding Source - 2020

J. Lindow reviewed the Funding Source with the board. Miscellaneous questions addressed.

Outcome: Action item next meeting.

Revised Budget Adoption

J. Lindow reviewed the Revised Budget Adoption with the board. Miscellaneous questions addressed.

Outcome: Move to an **Action** item at tonight’s board meeting.

Motion by: J. Hafeman **Second by:** P. Phillips to move Revised Budget to an **Action** item.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

General Fund

J. Cescolini reviewed the General Fund with the board. Miscellaneous questions addressed.

Outcome: Informational

By-Laws

M. Hofer voiced her concerns about the timeliness of reports brought to the board.

J. Cescolini addressed M. Hofer’s concerns. With new staff in place this will be corrected.

Outcome: Informational

Annual Report FY 19

J. Cescolini reviewed the Annual Report with the board. Miscellaneous questions addressed.

Outcome: Action item next meeting.

Compliance Plan FY 20 and FY 21

J. Cescolini reviewed the Compliance Plan FY 20 and FY 21 with the board. Miscellaneous questions addressed.

Outcome: Action item next meeting.

Utilization Management Plan FY20 and FY21

J. Cescolini reviewed the Utilization Management Plan FY20 and FY21 with the board. Miscellaneous questions addressed.

Outcome: Action item next meeting.

Contract Grid July 2, 2020 (Insight Telepsychiatry, Forever Friend Drop-In Center, Whispering Pines South, Whispering Pines West, Northern Pines, Whispering Pines SIP, Carney Lease, Creekside Residential, Stuart Wilson, FI Meraki)

J. Cescolini reviewed with the board the contract grid. Miscellaneous questions addressed.

Outcome: Move contract grid – July 2, 2020 to an **Action** item at tonight’s board meeting.

Motion by: J. Hafeman second by: K. Pirlot to move contract grid to an **Action** item.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

J. Luhtanen asked for a motion to approve the contract grid – July 2, 2020.

Motion by: J. Hafeman Second by: A. Martin to approve contract grid as presented.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Motion carried unanimously.

Vacation Policy

J. Cescolini reviewed with the board the current vacation policy. J. Cescolini informed the board that with Covid not all staff are able to take vacation time but are in jeopardy of losing the time.

J. Cescolini asked that they be able to take a full pay out to roll over the time. Miscellaneous questions addressed.

Outcome: Action item next meeting



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Trico Services

J. Cescolini reviewed with the board the current programs Trico offers. Miscellaneous questions addressed.

Outcome: Informational

Covid – 19 Update

J. Cescolini updated the board on the 4 positive cases within NBHS AFC Homes.

J. Cescolini is still trying to secure more testing kits for all NBHS Homes.

Outcome: Informational

Miscellaneous Board/Committee Reports for Information

CMHAM Weekly Update – June 26, 2020

The Daydreamer – June 2020

Outcome: Place on file

Public Comment

Board Comment

J. Luhtanen discussed the Great Lakes Rural Mental Health Conference is still going on as planned. Decision will be made By August 24 weather it will continue as planned.

J. Luhtanen informed the board that the group home Safe Haven is up for sale.

K. Pilot asked if we are in jeopardy of losing any more of our group homes due to Covid.

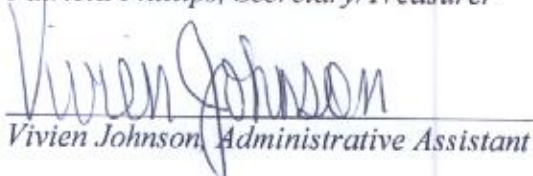
Adjourn

J. Luhtanen, Chairperson, adjourned meeting at 5:30 p.m.

The Next Regular Board meeting is scheduled for Thursday, July 23, 2020 via Zoom/telephone at 4:30 p.m.


Joan Luhtanen, Chairperson


Patricia Phillips, Secretary/Treasurer


Vivien Johnson, Administrative Assistant