



Board of Directors Meeting Minutes

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

Meeting Date: 8/6/2020

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 type="checkbox"/> Present <input checked="" 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 checked="" type="checkbox"/> Present <input 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	Korpi, Thomas	<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	Luhtanen, Joan*	<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		<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent

* Zoom conference from alternate site ** Telephone attendance

Representing Administration:

B. Johnson, J. Lindow, V. Johnson
A. Martin logged back in at 4:39 p.m.

Pledge of Allegiance:

Withheld do to Covid - 19

Public Comment:

None

Approve/Amend Consent Agenda:

J. Luhtanen requested approval or amendment of the agenda.

Action: Remove Ad Hoc meeting minutes from the consent Agenda

Motion by: J. Hafeman Second by: K. Pirlot to remove the AD Hoc meeting minutes from the consent agenda.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" 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	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

Approve/Amend Agenda

Action: J. Luhtanen would like to add under 10 D permission to discuss with Lawyer. J. Lindow with like to correct the date on 10 C from October 1, 2020 to October 1, 2019.

Motion by: J. Hafeman Second by: P. Phillips 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 type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" 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	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

Ad Hoc Policy Revisions

J. Luhtanen requested approval or amendment of the Ad Hoc meeting minutes from 7/29/2020.

Action: To approve Ad Hoc meeting minutes from 7/29/2020.

Motion by: J. Hafeman Second by: R. Roberge to approve Ad Hoc meeting minutes.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" 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	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.



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Annual Policy Reviews

J. Luhtanen asked if there were any question on the Annual Policies. Miscellaneous questions asked by the board. Consensus of the board was to send back the policies for revision and correction of grammatical errors. Once corrections are made, they will need to come back to board.

Action: Annual Policies back to board once corrections are made.

New Business:

Balance Sheet thru June 30, 2020

J. Lindow reviewed with the Balance sheet with the board. Miscellaneous questions asked by the board.

Outcome: Action Item next meeting

Income Statement thru June 30, 2020

J. Lindow reviewed the Income statement with the board. Miscellaneous questions asked.

Outcome: Action item next meeting.

Funding Source thru June 30, 2020

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

Outcome: Action item next meeting

General Fund Report

J. Lindow review the General Fund Report with the board. Miscellaneous questions addressed.

Outcome: Action item next meeting.

CEO Performance Incentive of 3% retroactive to October 1, 2019

J. Luhtanen brought to the board the recommendation of the Ad Hoc committee of a 3% Performance Incentive for the CEO. Board members discussed the Performance Incentive.

Action: Move to an **ACTION** item at tonight's meeting.

Motion by: J. Hafeman Second by: P. Phillips to move the CEO Performance Incentive to an **Action** item at tonight's meeting.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" 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	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion carried unanimously.

J. Luhtanen asked for a motion to approve the CEO Performance Incentive of 3% retroactive to October 1, 2019 thru September 30, 2020 the end of the Fiscal Year.

Motion by: J. Hafeman **Second by:** P. Phillips to approve CEO Performance Incentive.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" 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	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion carried unanimously.

Miscellaneous Board/Committee Reports for Information

CMHAM Weekly Update – July 24, 2020

Outcome: Place on file

Board Members Self-Eval 2020

Outcome: Please mail in by 8/11/2020

Annual CEO Evaluation 2020

Outcome: Board members would like more information before they do the Annual CEO Evaluation. J. Lindow & V. Johnson to mail more information to the board.

Public Comment

None

Board Comment

J. Luhtanen would like it on record that Dr. Michael Zevitz has put in his letter of resignation from the board of directors. We really do appreciate all his contribution over the years.

M. Hofer made a personal statement. It is with a heavy heart I did read Dr. Zevitz email. He and myself have served many years together on the board. His professional knowledge as board member and as a good friend. Thank You Dr. Zevitz.

J. Luhtanen would like to remind the board members that if they plan to attend the Great Lakes Mental Health Conference. To please inform Vivien by August 24, 2020.

K. Pirlot informed the board that on Monday night the Dickinson County Board will be decisions the MCAC. They are in dire need of some financial help.

J. Dehn would like it noted that she was present at the last meeting.



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Adjourn

J. Luhtanen, Chairperson, adjourned meeting at 6:02 p.m.

*The Next Regular Board meeting is scheduled for Thursday, August 20, 2020
via Zoom/telephone at 4:30 p.m.*

Joan Luhtanen

Joan Luhtanen, Chairperson

Patricia Phillips

Patricia Phillips, Secretary/Treasurer

Vivian Johnson

Vivian Johnson, Administrative Assistant