



**BOARD OF DIRECTORS WORKSHOP MINUTES
May 4, 2022**

1. CALL TO ORDER

The meeting was called to order at 4:00pm by Susan Fortney. LaMar Frederick, Susan Fortney, Catherine Bernhold, Gloria Rafko, Pam Ray, Sandy Libstorff, Jim Neumann, Randy Richardville, Chantele Steffens (arrived at 4:10pm), Dawn Asper (arrived at 4:30pm), and Lisa Graham were present. Mike Humphries and John Burkardt were excused. One guest attended.

2. ASSESSMENT OF NEW COMMITTEE STRUCTURE

- a. Discuss and evaluate if the current committee structure is effective in addressing and acting on the items brought forward.
 - i. The consensus of the Board was to continue with the Board Business Operations and Clinical Operations Committees but to not have them scheduled back to back on the same day each month.
 - a. Board Clinical Operations will meet the 1st Wednesday of each month at 5:00pm in the Aspen Room.
 - b. Board Business Operations will meet the 3rd Wednesday of each month at 4:00pm in the Aspen Room.
- b. Discuss the process for getting items on the agendas and expectations of Executive Director in reporting out on those items.
 - i. Board members may request topics to the committee Chairs for consideration. Committee Chairs will notify the Executive Director and Executive Administrative Assistant to include on the agenda to be prepared for discussion. The responsibility and timeline/follow-up can be discussed within committee. Topics can be added to the parking lot if needed.

3. REVIEW LIST OF BOARD MEMBER CONCERNS

- a. This process did not involve talking about the concern in detail or solving the problem. It was to assure that each topic of concern is currently being addressed and what committee they fall to.
 - i. Access to Services at the Front Door – Clinical Operations
 - ii. Strategic Plan Quarterly Updates – Board Meeting
 - a. Would like the number of the percentages for outcomes
 - iii. Customer Service
 - a. Review ZEF Center Customer Service and compare to Monroe CMH
 - iv. Review list of questions from Board email thread to determine the topic and what committee it should fall to.

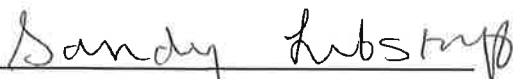
4. MEETING WRAP UP / ADJOURN

- a. Susan Fortney will create a report from the Board Workshop and provide to the Board Chair.

5. MEETING ADJOURNED

Meeting adjourned at 5:52pm. The next Board Workshop is scheduled for Wednesday, August 3, 2022 from 4:00pm to 6:00pm in the Aspen Room.

Submitted by,



Sandy Libstorff
Board Secretary