



**BOARD OF DIRECTORS REGULAR MEETING MINUTES
December 12, 2023**

Present: Michael Humphries, Chairperson; Susan Fortney, Vice Chairperson; Catherine Bernhold, Secretary; John Burkardt; Deb Staelgraeve; Ken Papenhagen; Rebecca Curley; and LaMar Frederick

Excused: Pam Ray; Dawn Asper; Chantele Steffens; and Rebecca Pasko

Absent:

Staff: Lisa Graham

Guests: 6 guests attended

I. CALL TO ORDER

The Board Chairperson, Mike Humphries, called the meeting to order at 5:02 p.m.

II. ROLL CALL

Roll Call confirmed a quorum existed.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mike Humphries.

IV. CONSIDERATION TO ADOPT THE DRAFT AGENDA AS PRESENTED

Ken Papenhagen moved to adopt the draft agenda as presented. Deb Staelgraeve supported. Motion carried unanimously.

V. CONSIDERATION TO APPROVE THE MINUTES FROM THE NOVEMBER 15, 2023 BOARD MEETING AND WAIVE THE READING THEREOF

Catherine Bernhold commented that under Board Member Announcements that the Tree Lighting Downtown Monroe was scheduled for November 17th not December 17th.

Deb Staelgraeve moved to approve the minutes with amendment from the November 15, 2023 Board Meeting and waive the reading thereof. John Burkardt supported. Motion carried unanimously.

VI. FEEDBACK SUMMARY

Mike Humphries reviewed feedback from the November 15, 2023 Board Meeting.

VII. CITIZEN COMMENTS

There was no citizen comment.

VIII. PRESENTATIONS, RECOGNITIONS, AND CELEBRATIONS

- a. **Certificates of Appreciation** – Lisa Graham recognized Years of Service Awards that were presented to the following staff at a recent All Staff Meeting in December: Nicole Scharf, Joan Parker, Linda Rousselo, Shelby Sammons, and Amber Kreichbaum for 5 Years of Service; Monique Lombardi and Jennifer Reeves for 10 Years of Service; Devon Cunningham and Jim Brown for 15 Years of Service; Danielle Kowalczyk for 20 Years of Service; and Joy Baltrip for 25 Years of Service. Lisa thanked the staff for their dedication.

IX. BOARD COMMITTEE REPORTS

a. **Motion to Place on File All Written Reports**

Catherine Bernhold moved to place on file all written reports. Rebecca Curley supported. Motion carried unanimously.

Written reports on file: Bylaws & Policy; Business Operations; Clinical Operations; Community Relations; Executive, and Performance Evaluation.

b. **Motion to Appoint Rebecca Curley to the Community Relations Ad-hoc Committee**

Mike Humphries appointed Rebecca Curley to the Community Relations Ad-hoc Committee.

X. ITEMS FOR BOARD ACTION

a. **Motion to Approve the Consent Agenda Less Item _____**

LaMar Frederick moved to approve the Consent Agenda with an amended contract term of 12/15/23 to 9/30/24 for Dimensions of Wellness. Deb Staelgraeve supported. Roll call: In favor: Staelgraeve, Papenhagen, Curley, Bernhold, Fortney, Humphries, Burkardt, and Frederick; opposed: none; motion carried unanimously.

XI. AUTHORITY AND REGIONAL POLICY REVIEW/APPROVAL

a. **Motion to Approve the Authority Policy, Procedure, and Exhibits as Presented**

- i. Policy: Rescheduling Consumer Psychiatric Appointment Policy
- ii. Procedure: Rescheduling Late Arrivals Procedure
Bridge Script Procedure
Contracts Notification to the Board Procedure
- iii. Exhibit: Site Visit Checklist Exhibit
- i. Rescind: N/A

b. **Motion to Approve the Regional Policies as Presented**

- i. Policy: N/A

Rebecca Curley moved to approve the Authority and Regional Policy, Procedure, and Exhibits as presented. Ken Papenhagen supported. Motion carried unanimously.

XII. RELATIONSHIP WITH REGION, COUNTY, AND OTHERS

a. **Regional Reports**

- i. Regional PIHP Board Meeting Minutes – N/A
- ii. State Legislation and Policy Committee Report – N/A

XIII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER

- a. Financial Report – Richard Carpenter explained at the last meeting, that financial reports will not be available until January 2024. At the next meeting we will have a full quarter to review.
- b. Chief Executive Officer's Report included an update on: MCMHA Holiday Events; Staff Recruitment/Revel; Clinical Services; Giving Tree; Intensive Outpatient Program/Opioid Settlement Funds; and Bedford Township Board Presentation on Services.

XIV. NEW BUSINESS

XV. CITIZEN COMMENTS

Stephanie Kasprzak, Director of the Monroe Community Opportunity Program (MCOP), and member of the Community Coalition commented on having great partnerships with the Monroe CMH Authority. MCOP was one of the pilot agencies for the universal referral form and as a result, a peer support was placed at the Opportunity Center. During 1st quarter there were 76 interactions. In addition, we had Mental Health First Aid Training with Chaplain Edwards and Monroe CMH. Stephanie commented on looking forward to implementing a transportation contract in 2024 and Monroe CMH being a long-standing partner in homelessness.

Mike Humphries commented on a Thank You letter received from Gabby's Grief Center for Monroe CMH participating in the 1st Goblins Trunk or Treat.

XVI. BOARD ANNOUNCEMENTS

LaMar Frederick commented on a presentation that Lisa Graham will be provided on services offered by Monroe CMH to the Bedford Township. LaMar plans to be present. The broadcast will be on U-tube TV. It is important for Bedford to know what services are available.

Mike Humphries thanked everyone for sticking with us in 2023. We have overcome a lot of challenges and have made great strides. Looking forward to 2024.

Board Members wished each other a Merry Christmas and a Happy New Year.

XVII. ADJOURNMENT

Mike Humphries adjourned the meeting at 5:32pm.

Submitted by,



Catherine Bernhold
Board Secretary

LG/dp 12/14/23

