

MONTCALM CARE NETWORK  
611 North State Street  
Stanton, MI 48888  
(989) 831-7520

The monthly meeting of the Montcalm Care Network Board was held January 28, 2020 at Montcalm Care Network, 611 North State Street, Stanton, Michigan 48888.

Chairperson John Johansen called the meeting to order at 6:35 p.m.

**ROLL CALL**

Members Present: Eva Cairns, John Johansen, Pam Hillier, Betty Kellenberger, Phil Kohn, Kelly Porter, Kathy Lobert, Amanda Shaffer, Josh Stump, Lisa Zunk

Absent: Lorna Grassley, Kurt Peasley

Others Present: Sally Culey, Julianna Kozara, Tammy Warner, Jim Wise

**APPROVAL OF THE AGENDA**

Kelly Porter                      MOVE TO APPROVE THE AGENDA FOR JANUARY 28,  
Josh Stump                         2020.  
Motion carried.

**MINUTES OF PREVIOUS MEETINGS**

Betty Kellenberger   MOVE TO APPROVE THE MINUTES OF DECEMBER 17,  
Kathy Lobert             2019.  
Motion carried.

**PUBLIC COMMENTS**

None

**CONSENT AGENDA**

Kelly Porter                      MOVE TO APPROVE THE JANUARY 28, 2020 CONSENT  
Amanda Shaffer                 AGENDA.  
Motion carried.

**DIRECTOR'S REPORT**

Betty Kellenberger   MOVE TO APPROVE THE DIRECTOR'S REPORT.  
Kelly Porter             Motion carried.

**CHAIRPERSON' S REPORT**

Pam Hillier, John Johansen, Kathy Lobert and Amanda Shaffer were reappointed by the Board of Commissioners to serve an additional three-year term (April 1, 2020 through March 31, 2023).

Commissioners Betty Kellenberger and Phil Kohn were appointed to the MCN Board.

Officers for 2020, as approved in December, are: John Johansen, Board Chair; Kurt Peasley, Vice Chair; and, Kelly Porter, Secretary/Treasurer.

Kelly Porter, Eva Cairns and Lisa Zunk were appointed to be the Nominating Committee for the 2020 Community Excellence Award.

Lorna Grassley, Kurt Peasley, Kelly Porter, Jim Wise and Tammy Warner were appointed to be the Pension Committee for 2020.

Liza Zunk and Amanda Shaffer were appointed to serve as CMHAM delegates with Tammy Warner as the alternate.

Committees were appointed as follows:

<u>Finance</u>	<u>Personnel</u>	<u>Program</u>
Kelly Porter, Chair	Lorna Grassley, Chair	Betty Kellenberger, Chair
Phil Kohn	Kurt Peasley	Eva Cairns
Kathy Lobert	Josh Stump	Pam Hillier
Lisa Zunk		Amanda Shaffer

Kathy Lobert	<u>MOVE TO APPROVE BOARD MEETING SCHEDULE FOR 2020.</u>
Amanda Shaffer	Motion carried.

Kelly Porter	<u>MOVE TO APPROVE THE BOARD CALENDAR OF EVENTS FOR 2020.</u>
Josh Stump	Motion Carried.

Board member attendance for 2019 was reviewed with three members having had perfect attendance, namely: John Johansen, Kelly Porter and Eva Cairns.

Board members were asked to complete the annual Mental Health Board Member Status forms and return to Tammy Warner.

**ONGOING ISSUES**

Tammy Warner reviewed ongoing issues at the state, regional and local level.

**POLICY ISSUES**

None

**PROGRAM ISSUES**

Amanda Shaffer            MOVE TO AMEND THE CONTRACT WITH ENRICHED LIVING  
Josh Stump                HOMES FOR AN ADDITIONAL \$15,000 AND A TOTAL NOT  
                                  TO EXCEED \$415,000 FROM JANUARY 28, 2020 TO  
                                  SEPTEMBER 30, 2020.  
Motion carried.

Eva Cairns                MOVE TO AMEND THE CONTRACT WITH GOLDEN LIFE AFC  
Betty Kellenberger      #3 FOR AN ADDITIONAL \$25,000 AND A TOTAL NOT TO  
                                  EXCEED \$355,000 FROM JANUARY 28, 2020 TO  
                                  SEPTEMBER 30, 2020.  
Motion carried.

Betty Kellenberger      MOVE TO APPROVE THE QAPIP EVALUATION FOR 2019  
Amanda Shaffer         AND THE QAPIP PLAN FOR 2020 AS PROPOSED.  
Motion carried.

Betty Kellenberger      MOVE TO APPROVE THE QUARTERLY STRATEGIC PLAN  
Amanda Shaffer         REPORTS AS PROVIDED.  
Motion carried.

**PERSONNEL ISSUES**

Josh Stump                MOVE TO APPROVE REVISIONS TO INSURANCE POLICY #7225  
Lisa Zunk                 WITH ADDITIONAL CHANGES TO ITEMS #2 and #3 TO  
                                  REFERENCE IRS LIMITATIONS RAHTER THAN SPECIFIC  
                                  DOLLAR AMOUNTS, AND POLICY #6365 AS PROPOSED.  
Motion carried.

Josh Stump                MOVE TO APPROVE RECEIPT OF THE ANNUAL EMPLOYEE  
Kelly Porter              SURVEY FINDINGS FOR 2019.  
Motion carried.

**FINANCE ISSUES**

Kurt Peasley             MOVE TO APPROVE MCN TRANSITION TO PRIVATE  
Kelly Porter              HOSTING OF SERVES WITH NETSOURCE ONE AT A ONE-  
                                  TIME COST NOT TO EXCEED \$14,774 AND MONTHLY  
                                  FEES IN THE AMOUNT OF \$1,940.25.  
Motion carried.

Kurt Peasley  
Kelly Porter

MOVE TO APPROVE AN EXTENSION OF THE HOWARD CITY  
OFFICE LEASE FOR AN ADDITIONAL 29 MONTHS AT A  
RATE OF \$640/MONTH AND A TOTAL AMOUNT NOT TO  
EXCEED \$18,560 FOR THE PERIOD OF 5/1/20 THROUGH  
9/30/22.

Motion carried.

**LEGAL ISSUES**

None

**OLD BUSINESS**

None

**NEXT MONTH AGENDA ITEMS**

None

**ADJOURN**

Meeting adjourned at 7:27 p.m.

Respectfully submitted,

Tammy Warner  
Recording Secretary

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Kelly Porter  
Board Secretary/Treasurer