



Mission: To promote hope, recovery, resilience, quality of life and wellness in Washtenaw County by providing high quality, integrated services to eligible individuals.

**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH (WCCMH)
EXECUTIVE COMMITTEE MEETING
AGENDA (revised 6/11/21)
<https://zoom.us/j/98805738833>
June 14, 2021
2:30-3:30PM**

- I. Roll Call (5 minutes)
- II. Introductions (5 minutes)
- III. Audience Participation (see guidelines below) (5 minutes)
- IV. Executive Committee Minutes (5 minutes)
 - Executive Committee Minutes and Actions-3/15/21 (Attachment #1A) **ACTION**
- V. Discussion Items
 - None
- VI. Old Business (15 minutes)
 - CCBHC Update
 - WCCMH Board Annual Evaluation (Attachment #2)
- VII. New Business (20 minutes)
 - Strategic Planning Process Discussion (Attachment #3)
- VIII. Items for Future Discussions (5 minutes)
 - Bylaw Changes
- IX. Adjournment of Public Meeting

The link to attend this meeting remotely is <https://zoom.us/j/98805738833>

Or One tap mobile:

**+19292056099, 98805738833# US (New York)
+12678310333, 98805738833# US (Philadelphia)**

Or join by phone:

**Dial(for higher quality, dial a number based on your current location):
US: +1 929 205 6099 or +1 267 831 0333 or +1 312 626 6799 or +1 646 518 9805**

Webinar ID: 988 0573 8833

International numbers available: <https://zoom.us/j/98805738833>

Effective March 17, 2021 the Washtenaw County Board of Commissioners has approved the continuation of all public meetings to be held virtually until December 31, 2021, per resolution #21-050.

Audience Participation Guidelines:

- Three (3) minutes are allowed per speaker
- Speakers are asked to bring a copy of their concerns/comments in writing
- Resolutions on issues will be brought to the appropriate committee as necessary

JUNE 2021

WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)

WCCMH EXECUTIVE COMMITTEE MEETING MINUTES *DRAFT*

Due to the recent State of Michigan legislature allowing public board and commissions to meet virtually this meeting was held remotely.

<https://zoom.us/j/98883580189>

March 15, 2021

2:00pm

J. Martin called the meeting to order at 2:00pm.

ROLL CALL: N. Graebner attending remotely from Chelsea, Washtenaw County, MI
B. King attending remotely from Ann Arbor, Washtenaw County, MI
J. Martin attending remotely from Scio Township, Washtenaw County, MI
K. Walker attending remotely from Pittsfield Township, Washtenaw County, MI

MEMBERS ABSENT: K. Scott

STAFF PRESENT: T. Cortes, H. Linky, R. Dornbos, N. Phelps, M. Harding,
S. Amos O'Neal, S. Ray, L. Hagle, T. Florence, L. Gentz

OTHERS PRESENT: L. Lutomski, M. Creekmore, K. Homan, G. Dill, G. Nelson, B. Higman,
K. Belknap

- I. Introductions
 - None
- II. Audience Participation
 - None
- III. Executive Committee Minutes and Actions
 - Executive Committee Minutes and Actions from 1/11/21 were reviewed (Attachment #1A).

MOTION BY B. KING, SUPPORTED BY K. WALKER TO APPROVE THE MINUTES AND ACTIONS OF THE JANUARY 11, 2021 WCCMH EXECUTIVE COMMITTEE MEETING.

ROLL CALL VOTE:

GRAEBNER	Y	KING	Y
MARTIN	Y	SCOTT	N/A
WALKER	Y		

MOTION CARRIED

- Executive Committee Closed Session Minutes and Actions from 1/11/21 were reviewed (Attachment #1B).

MOTION BY B. KING, SUPPORTED BY N. GRAEBNER TO APPROVE THE MINUTES AND ACTIONS OF THE JANUARY 11, 2021 WCCMH EXECUTIVE CLOSED SESSION COMMITTEE MEETING.

ROLL CALL VOTE:

GRAEBNER	Y	KING	Y
MARTIN	Y	SCOTT	N/A
WALKER	Y		

MOTION CARRIED

IV. Discussion Items

- COVID Response
 - o T. Cortes updated the committee regarding the latest COVID response.
 - o Discussions with Public Health about WCCMH staff assisting with vaccination process.
 - o T. Florence and B. Hagaman met with the Public Health Director recently. There are about 100 doses of the vaccine that will be distributed to the CMH consumers this week.

V. Old Business

- CCBHC Update
 - o T. Cortes reported that she has not heard anything from the State regarding an update on CCBHC.
- WCCMH Board Annual Evaluation (Attachment #2)
 - o J. Martin discussed the WCCMH Board Annual Evaluation document that was included in the meeting materials.
 - o This will be included in the April Board meeting materials for the board to review.
 - o R. Dornbos will email the survey to the WCCMH Board after the April 2021 meeting.

VI. New Business

- WCCMH Annual Board Calendar (Attachment #3)
 - o J. Martin discussed the WCCMH Annual Board Calendar that was included in the meeting materials.

MOTION BY K. WALKER, SUPPORTED BY B. KING TO APPROVE THE 2021 WCCMH ANNUAL BOARD CALENDAR AS PRESENTED.

ROLL CALL VOTE:

GRAEBNER	Y	KING	Y
MARTIN	Y	SCOTT	N/A
WALKER	Y		

MOTION CARRIED

- WCCMH Board Officers and WCCMH Board Committee Structure for the term of April 1, 2021 through March 31, 2022 (Attachment #4)
 - o J. Martin presented the WCCMH Board Officer and WCCMH Board Committee structure to the committee.
 - o The Executive Committee recommended the following positions/committees for the term ending March 31, 2022.
 - Officers
 1. Chair-K. Walker
 2. Vice-chair-S. Antonow
 3. Treasurer-N. Graebner
 4. Secretary-A. Dusbiber
 - Executive Committee
 1. K. Walker-Chair
 2. S. Antonow
 3. A. Dusbiber

4. N. Graebner
5. B. King
6. A. LaBarre

▪ Budget-Finance Committee

1. N. Graebner-Chair
2. R. Jefferson
3. B. King
4. K. Scott
5. D. Strong
6. M. Udow-Phillips

▪ Program-Quality Committee

1. S. Antonow-Chair
2. A. Dusbiber
3. B. Higman
4. R. Jefferson
5. K. Scott
6. K. Walker

▪ CMHPSM Board

1. B. King
2. C. Richardson
3. K. Scott

▪ Millage Advisory Committee

1. N. Graebner-Chair
2. B. Higman
3. R. Jefferson
4. B. King
5. A. LaBarre
6. M. Udow-Phillips
7. K. Walker
8. A. Carlisle
9. H. Heaviland
10. D. Jackson
11. J. Martin
12. R. Rion
13. G. Waddles, Jr.

MOTION BY B. KING, SUPPORTED BY K. WALKER TO APPROVE THE WCCMH BOARD OFFICERS AND THE WCCMH BOARD COMMITTEE STRUCTURE FOR THE TERM OF APRIL 1, 2021 THROUGH MARCH 31, 2022.

ROLL CALL VOTE:

GRAEBNER	y	KING	Y
MARTIN	Y	SCOTT	N/A
WALKER	Y		

MOTION CARRIED

- WCCMH Millage Advisory Committee Members terms expiring on March 31, 2021.
(Attachment #5)

- o The Executive Committee discussed the WCCMH Millage Advisory Committee terms expiring on March 31, 2021.
- o The Executive Committee recommended the following individuals to serve on the Millage Advisory Committee for the April 1, 2021 through March 31, 2022 term.
 - N. Graebner-Chair
 - A. Carlisle
 - H. Heaviland
 - B. Higman
 - D. Jackson
 - R. Jefferson
 - B. King
 - A. LaBarre
 - J. Martin
 - R. Rion
 - M. Udow-Phillips
 - G. Waddles, Jr.
 - K. Walker

MOTION BY B. KING, SUPPORTED BY K. WALKER TO APPROVE THE WCCMH MILLAGE ADVISORY COMMITTEE MEMBERS FOR THE TERM OF APRIL 1, 2021 THROUGH MARCH 31, 2022.

ROLL CALL VOTE:

GRAEBNER	Y	KING	Y
MARTIN	Y	SCOTT	N/A
WALKER	Y		

MOTION CARRIED

- Combine Budget-Finance and Program-Quality Committee meetings discussion
 - o Discussion about possibly combining Budget-Finance and Program-Quality Committees monthly instead of quarterly.
 - o Decision to leave meetings as they are currently and schedule any special combined meetings as needed.

- VII. Items for Future Discussions
- Bylaw Changes

- VIII. Adjournment of Meeting

MOTION BY B. KING, SUPPORTED BY N. GRAEBNER TO ADJOURN THE WCCMH EXECUTIVE COMMITTEE MEETING.

MOTION CARRIED

The WCCMH Executive Committee Meeting was adjourned at 3:01pm.

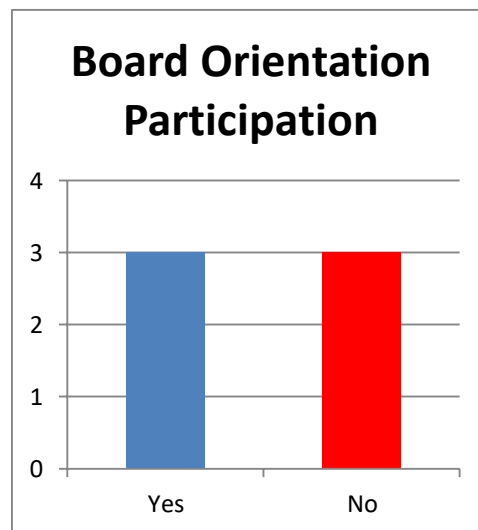


2020 – 2021 WCCMH Board Evaluation Results

Last Updated: 06/08/2021

The annual board evaluation survey was sent to 12 members and six members replied. The following is a summary of their responses.

Question 1: All board members participate in an annual orientation which includes board training, Code of Ethics, Conflict of Interest and Recipient Rights.



Comments:

1. I believe all board members are getting annual updates on these items however may not be labeled as board orientation.
2. I don't recall Board training
3. It may be helpful for this to be the first agenda item on the April CMH Board meeting agenda each year so that our agenda and minutes reflect that we did this activity.
4. "board training" may have been passed over due to COVID; Recipient Rights reports were presented



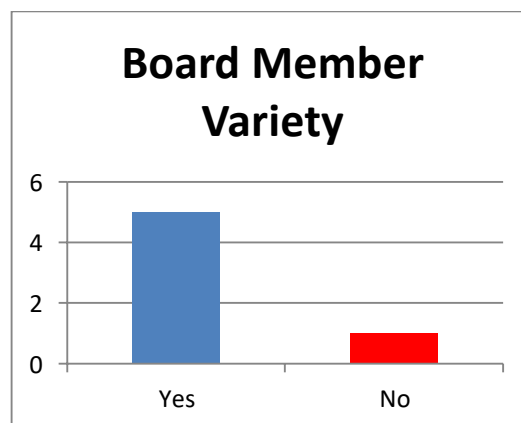
2020 – 2021 WCCMH Board Evaluation Results

Question 2: Board meetings are conducted in an efficient and effective manner



1. John Martin consistently kept us on time and graciously moved us from one item to the next - I am confident that Kari will do the same!
2. Meeting materials are comprehensive; consent agenda is utilized effectively; board chair was prepared; discussions may have been limited due to constraints imposed by the need to meet virtually.

Question 3: There are a wide variety of perspectives and representatives on the Board.

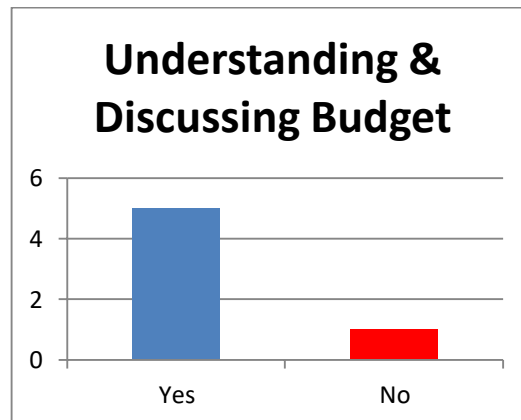


1. I really enjoy the diversity and different viewpoints - no one is too shy to speak up
2. the Board could be more diverse



2020 – 2021 WCCMH Board Evaluation Results

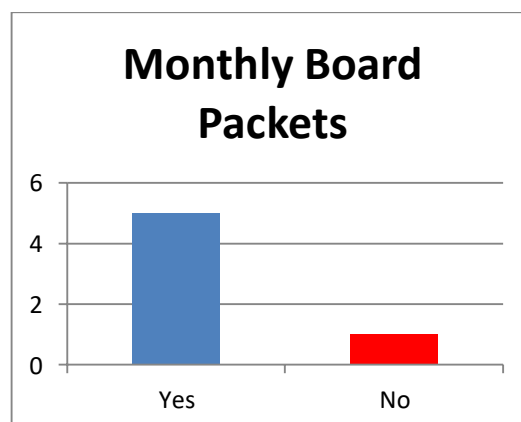
Question 4: The Board discusses and understands the budget prior to approving it.



Comments:

1. Funding in the public mental health system is complex. Nicole does a great job of explaining the budget and actual results. There are still many aspects that are opaque especially the mechanisms and prospects for cost settlement of prior period deficits.
2. Complexities are hard to follow
3. Nicole does a great job orienting us to the budget and answering our questions - Nicole is also always willing to modify financial report formats so that board members can better understand
4. Budget reports are thorough and appear to be a primary concern and responsibility

Question 5: The monthly Board packet provides the Board members with the information they need in order to make informed decisions at the Board meeting.



Comments:

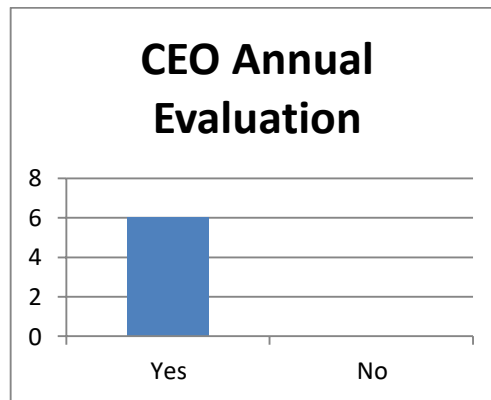
1. Consistently comprehensive and sent ahead of the meeting - thank you Rhonda!



2020 – 2021 WCCMH Board Evaluation Results

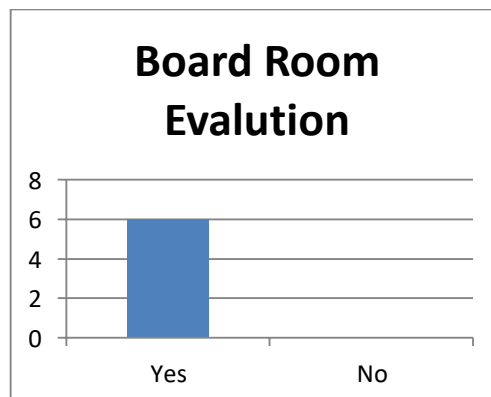
2. I appreciate that hard copies are made available

Question 6: The Board evaluates the CEO annually, provides a copy of the evaluation which includes performance recommendations.



1. This board does this well in comparison to other boards that i am on. Board members are given ample time to thoughtfully review the evaluation and also to contribute to the CEO annual goals.
2. The process is somewhat of an enigma to me; written evaluations were solicited, bur the verbal discussion appeared minimal

Question 7: The Board room is comfortable and an appropriate venue for the monthly Board meetings.



1. Virtual meetings this past year after the pandemic was announced in March. Appreciate the County's stance on delaying in person meetings until we are beyond the risks associated with

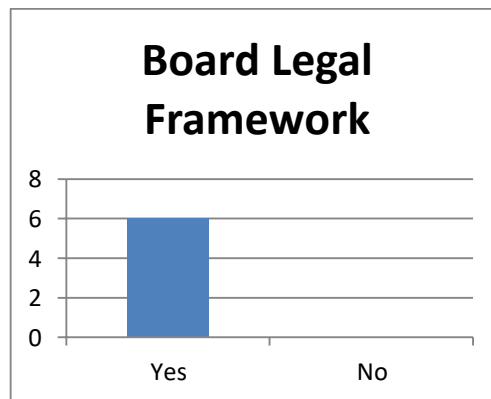


2020 – 2021 WCCMH Board Evaluation Results

the pandemic. Some consideration should be given to enabling Zoom participation even after we get back to in person meeting for those who might need it.

2. Virtual meetings going well and I look forward to the day we can gather in person again! Rhonda has done a great job keeping us efficient with the zoom formats.
3. The Board room seemed fine to me, the one or two times I was there. Due to the pandemic, people participated remotely, and, I assume, in the comfort of their own environments;

Question 8: I understand the legal requirements and rules under which the Board operates.



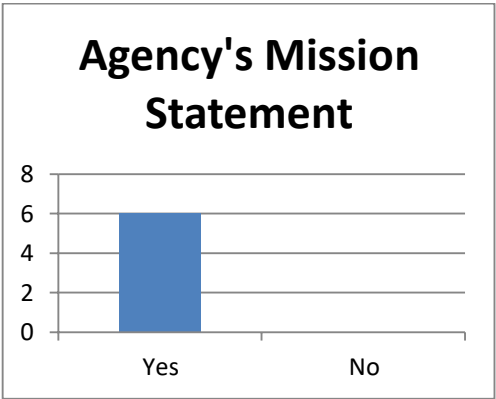
Comment:

1. Executive Committee identified MH Code training as a need for this coming year. Reviewing and better understanding the portfolio of duties and responsibilities of the mental health board would be helpful.
2. We have discussed that we should begin review of the mental health code so we all have a firm foundation of understanding.
3. I am, however, not able to find a written statement of the legal requirements and rules



2020 – 2021 WCCMH Board Evaluation Results

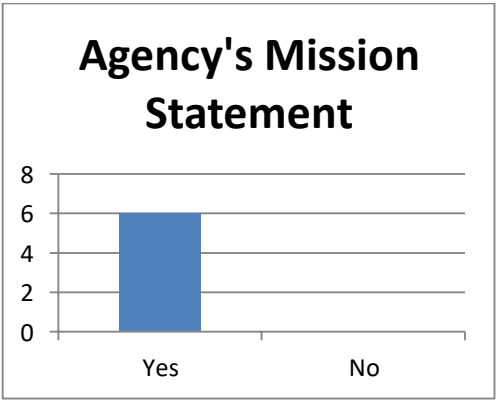
Question 9: I agree with and understand the Agency's Mission Statement, Vision Statement and Values.



Comments:

1. I am wondering if the board might consider changing "eligible individuals" to "individuals living with mental health conditions" as the millage has made it possible for the agency to serve people regardless of severity and ability to pay. Early intervention and prevention are key concepts.

Question 9: I attend a majority of the Board and Committee meetings.

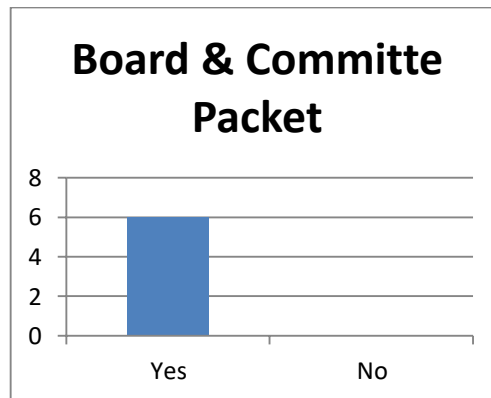


No comments.



2020 – 2021 WCCMH Board Evaluation Results

Question 10: I am prepared for the Board meeting by reviewing the information provided in the Board packet and Committee packet in advance.



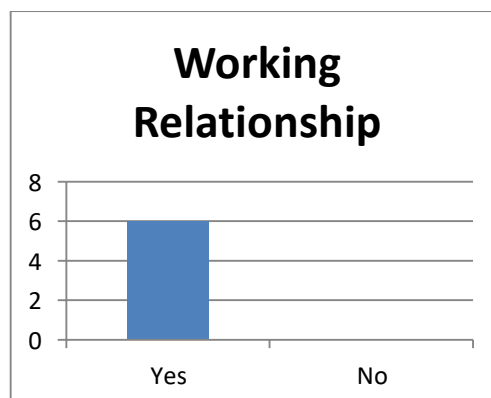
Comments:

1. Hard to be fully prepared because the packets are so large
2. Again, I appreciate the hard copies.

Question 11: I would be better prepared if the Agency could provide:

1. Trish and Rhonda provide ample information in advance of meetings.
2. Improved financial and operational analytics
3. NA
4. all set - not requests
5. Recordings of the meetings
6. Nothing if they don't have the information needed at one meeting they will bring it to the next.

Question 12: I have a good working relationship with other Board members.





2020 – 2021 WCCMH Board Evaluation Results

Comment:

1. Meeting remotely has slowed the process of getting to know people for me.

Question 13: I feel comfortable asking questions in a Board/Committee meeting.



Comment:

1. CMH board is very respectful of each other and very willing to educate new members

Question 14: I would like to see presentations at the Board meetings on the following topics to expand my understanding and knowledge of the Agency:

Comments:

1. How all of the various pilot projects WCCMH has participated in might merge under the CCBHC demonstration (health home, SIM etc.); CCBHC once there are more details
2. More complete view that also includes millage and other sources of revenue
3. NA
4. mental health code
5. Applied Behavioral Analysis and other treatment modalities
Training for case managers and other staff
What's involved in the implementation of CCBHC and what this means for the current structure of the agency.
Shirkey's Gearing Towards Integration proposal
Building infrastructure to support 988
6. I would like to see more information on SA and what they are doing with that population.



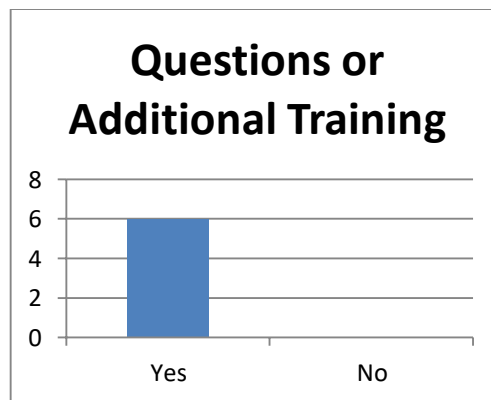
2020 – 2021 WCCMH Board Evaluation Results

Question 15: What information would you like included in the Director's Report that isn't there presently?

Comments:

1. Nothing
2. no suggestions
3. See above [I would like to see more information on SA and what they are doing with that population.]

Question 16: I know I can ask questions or for additional training on any board related subject when I feel I need it.



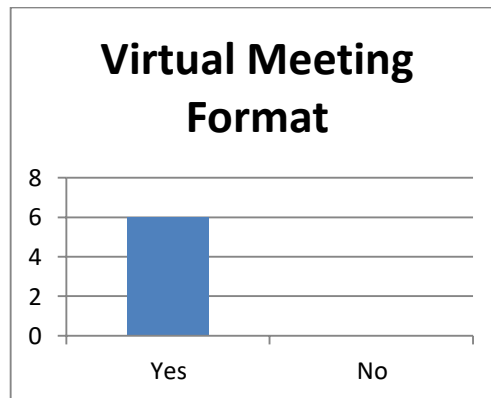
Comment:

1. Nicole always willing to host financial educational sessions and this is really appreciated
2. Nicole met with me to go over the treasurer's perspective when I asked



2020 – 2021 WCCMH Board Evaluation Results

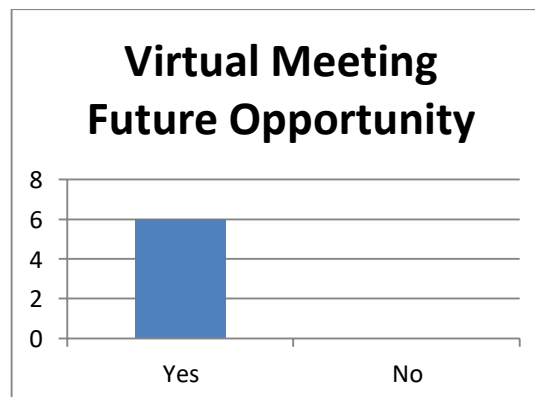
Question 17: Because of COVID-19 we went to virtual board meetings during the 2020 Board year. I was able to make the virtual meeting format work for me?



Comment:

As a newcomer with so much to learn, I think meeting virtually made it more difficult to get to know people and benefit from their expertise. Until I got a new laptop that worked with my hearing aids, I found that the extra effort I needed to make to process what people were saying was exhausting.

Question 18: If during 2021 we return in in-person meetings, I would like to maintain the virtual meeting opportunity.



Comment:

1. Not having had the experience of meeting with the Board in-person, I wonder what other people perceive to be the benefits and drawbacks of in-person when compared to virtual meetings.



Current WCCMH Mission, Vision and Values 2017-2022

MISSION

To promote hope, recovery, resilience, quality of life and wellness in Washtenaw County by providing high quality, integrated services to eligible individuals.

VISION

All residents can secure supports to improve their quality of life, and reach their full potential.

VALUES

Excellence

We provide the highest level of service to promote recovery, quality of life and self-sufficiency through proven and innovative practices. We recognize that the foundation of excellent service is our relationships.

Growth

We believe in the capacity for change at every stage of development. We grow through shared learning, lived experiences and mentoring.

Well-being

We cultivate well-being through a commitment to physical and emotional safety, active listening, and a culture of appreciation.

Inclusion

Together we build a welcoming, respectful environment for all people. Through active engagement and shared decision-making, we build a stronger community.

Community

We develop strong, trusting partnerships with the people we serve, in our broader community, and within our own organization.

Accountability

We are accountable to those we serve, to the larger community, and to each other for the ethical, effective, and efficient use of our resources.



Strategic Planning 2021

Strategic planning proposed process for discussion purposes:

- I. Review and modify the Mission and Vision statements
- II. Proposed Timeline/Process
 - Environmental Assessment (June – July)
 - Gap Analysis (August – September)
 - Develop strategies and priorities (October – November)
- III. Public Input/Outreach (July -October)
 - Consumer Advisory
 - Provider Network
 - Staff
 - Community Stakeholders
 - Board of Commissioners
- IV. Implement Strategies
- V. Report on progress towards strategies
- VI. Evaluate based on performance measures