

**WASHTENAW COUNTY COMMUNITY MENTAL HEALTH AGENCY (WCCMH)  
WCCMH EXECUTIVE COMMITTEE MEETING MINUTES**

<https://zoom.us/j/93379257865>

**December 13, 2021**

**2:30 pm**

K. Walker called the meeting to order at 2:34 pm.

ROLL CALL: S. Antonow attending remotely from Ann Arbor, Washtenaw County, MI  
A. Dusbiber attending remotely from Ann Arbor, Washtenaw County, MI  
N. Graebner-Sundling attending remotely from Chelsea, Washtenaw County MI  
B. King attending remotely from Ann Arbor, Washtenaw County, MI  
A. LaBarre attending remotely from City of Ann Arbor, Washtenaw County, MI  
K. Walker attending remotely from Southgate, Wayne County, MI

MEMBERS ABSENT: None

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

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

I. Introductions

- None

II. Audience Participation

- None

III. Executive Committee Minutes and Actions

- Executive Committee Minutes and Actions from 6/14/21 were reviewed (Attachment #1).

**MOTION BY B. KING, SUPPORTED BY N. GRAEBNER-SUNDLING TO APPROVE THE MINUTES AND ACTIONS OF THE JUNE 14, 2021 WCCMH EXECUTIVE COMMITTEE MEETING.**

**ROLL CALL VOTE:**

|                   |                                   |          |                                   |
|-------------------|-----------------------------------|----------|-----------------------------------|
| ANTONOW           | Y                                 | DUSBIBER | NOT PRESENT<br>AT TIME OF<br>VOTE |
| GRAEBNER-SUNDLING | Y                                 | KING     | Y                                 |
| LABARRE           | NOT PRESENT<br>AT TIME OF<br>VOTE | WALKER   | Y                                 |

**MOTION CARRIED**

IV. Discussion Items

- None

A. LaBarre joined the meeting at 2:34pm

A. Dusbiber joined the meeting at 2:38pm

V. Old Business

- CCBHC Update
  - o M. Harding presented the CCBHC Update to the committee.

VI. New Business

- WCCMH 2022 Annual Board/Committee meeting schedule discussion (Attachment #2)
  - o T. Cortes discussed the proposed meeting schedule for the 2022 year.
  - o October meetings should be rescheduled due to October County holiday.
  - o The Program-Quality and Budget-Finance Committees will now be combined meetings for FY2022 and will be called Quality-Finance Committee.
- WCCMH 2022 Annual Board Calendar
  - o T. Cortes discussed the WCCMH 2022 Annual Board Calendar (Attachment #3).
- WCCMH Board Member terms expiring on March 31, 2022.
  - o K. Walker stated the following members will be up for reappointment. R. Dornbos will be contacting the members soon to work on their reappointments.
    - B. King-Community Member
    - A. LaBarre-Board of Commissioners Representative
    - A. Rooks-Community Member
    - K. Scott-Secondary Consumer
- WCCMH Executive Director Evaluation Discussion
  - o The process for the Executive Director evaluation was discussed.
  - o Request for R. Dornbos to send out the goals from last year to the WCCMH Board. Executive Committee would conduct the evaluation in January 2022 and make a recommendation to the full board.
  - o Suggestion to use the SWOT template for evaluation.
- Bylaw Changes
  - o The Bylaw Changes (Attachment #4) were discussed with the committee.
  - o This document will be brought to the December 17, 2021 WCCMH Board meeting for approval. Once the WCCMH Board approves then it goes to the Washtenaw County Board of Commissioners for final approval.

**MOTION BY A. DUSBIBER, SUPPORTED BY S. ANTONOW TO APPROVE THE WCCMH BYLAWS AS PRESENTED.**

**ROLL CALL VOTE:**

|                          |          |                 |          |
|--------------------------|----------|-----------------|----------|
| <b>ANTONOW</b>           | <b>Y</b> | <b>DUSBIBER</b> | <b>Y</b> |
| <b>GRAEBNER-SUNDLING</b> | <b>Y</b> | <b>KING</b>     | <b>Y</b> |
| <b>LABARRE</b>           | <b>Y</b> | <b>WALKER</b>   | <b>Y</b> |

**MOTION CARRIED**

- Strategic Planning Process Discussion (Attachment
  - o M. Harding and T. Cortes discussed the Strategic Planning Process with the committee.
  - o The consolidated information will be reviewed by CMH staff and will bring back to Executive Committee to review at their next meeting.
  - o Suggestion to bring the CHRT and Unite documents to the WCCMH Board for the December meeting.

- VII. Items for Future Discussions
- Executive Director Evaluation
  - Strategic Planning

VIII. Adjournment of Meeting

**MOTION BY N. GRAEBNER-SUNDLING, SUPPORTED BY A. DUSBIBER TO ADJOURN THE WCCMH EXECUTIVE COMMITTEE MEETING.**

**MOTION CARRIED**

The WCCMH Executive Committee Meeting was adjourned at 3:05 pm.