

WOODLANDS BEHAVIORAL HEALTHCARE NETWORK BOARD MEETING

March 28th, 2023

4:00 pm – 5:45 pm

PRESENT: Louis Csokasy, Michael Grice, Jeremiah Jones, Joyce Locke, Richard Palmisano, Nadzieja Pocheki, Ashlee Radzikowski, Clint Roach, Scott Teter

ABSENT: Leslie Baker, Jeanne Jourdan, Robert Overholser

WBHN STAFF: John Ruddell, Interim ED/COO/CFO; Mindi Nahikian, Clinical Director; Robert Weber, SUD Director; Pete Murphy, CIO; Beth Miller, Compliance Officer

CALL TO ORDER: The meeting called to order by Csokasy at 4:00 pm.

INTRODUCTION OF GUESTS & NEW BOARD MEMBERS

Guests – Justin McCammon, Crisis Supervisor, Woodlands BHN

Board Members – None

COMMUNICATIONS:

Written Comment:

- Compliance Letter to the Board from Roslund, Prestage & Company.
- Parent Support (PSP) and Youth Peer Support (YPS) Service Provision and Availability Letter from MDHHS to SWMBH. Position have been posted.

Public Comment: Jones - Concern about the treatment of visitors coming in the front door by the front desk.

Discussion followed on front desk etiquette treating people with respect.

AGENDA APPROVAL

Ruddell – move budget amendment 6.e from Consent agenda to New Business

Csokasy – add 8.b TBD Meeting 12 b. May board retreat consent agenda b Reimbursement of Board attendance to old business.

MOTION to approve March 28th, 2023, agenda as amended by Jones; seconded by Teter. MOTION carried by voice vote.

BOARD ELECTION

Nominations/Appointment of the Board Chair/Vice Chair/Secretary/Treasurer/SWMBH Board Representative/SWMBH Board Representative Alternate

- MOTION to approve the following nominations and appointments:
 - Board Chair – Csokasy
 - Nomination: By: Jones Seconded by: Teter
 - Appointment: By: Grice Seconded by: Palmisano
 - ❖ MOTION carried by voice vote.
 - Vice Chair – Roach
 - Nomination: By: Jones Seconded by: Grice
 - Appointment: By: Csokasy Seconded by: Jones
 - ❖ MOTION carried by voice vote.
 - Secretary – Jourdan
 - Nomination: By: Csokasy Seconded by: Grice
 - Appointment: By: Jones Seconded by: Roach
 - ❖ MOTION carried by voice vote.



- Treasurer – Overholser
 - Nomination: By: Csokasy Seconded by: Teter
 - Appointment: By: Teter Seconded by: Grice
 - ❖ MOTION carried by voice vote.
- SWMBH Board Representative – Csokasy
 - Nomination: By: Grice Seconded by: Pocheki
 - Appointment: By: Teter Seconded by: Jones
 - ❖ MOTION carried by voice vote.
- SWMBH Board Alternate – Jourdan
 - Nomination: By: Csokasy Seconded by: Teter
 - Appointment: By: Jones Seconded by: Roach
 - ❖ MOTION carried by voice vote.

CONSENT AGENDA

Items as follows:

- February 28th, 2023, Board Meeting Minutes
- February 2023 Payments for Approval
- 10-002 Procurement Policy
- ~~10-003 Reimbursement for Board Attendance Policy – REMOVED~~
- ~~Budget Amendment - REMOVED~~

MOTION to approve the consent agenda as amended by Roach; seconded by Grice. MOTION carried by voice vote.

BOARD COMMITTEE REPORTS

Personnel: Jourdan

Personnel Committee held Executive Director interviews with recommendations to the Board. Grice stated the candidate refused offer, so we are back to square one.

Finance: Baker

Committee did not meet last month.

Ruddell presented and reviewed the February financial reports in their new format. There was concern regarding the projected number for year; need to get more detail on how this calculated.

Policy: Roach

Committee did not meet last month.

Executive Committee: Csokasy

Committee did not meet last month.

EXECUTIVE DIRECTOR APPLICANT - CLOSED SESSION (4:23 pm – 5:03 pm)

MOTION to go into Closed Session at the request of Ruddell (applicant) by Teter; seconded by Pocheki. MOTION carried by voice vote.

BOARD CHAIR REPORT: Csokasy

SWMBH Board did not meet in March.

Csokasy and Miller held the second meeting with TBD which went very well. TBD is pushing the new position of the Quality Director.

The board approved Csokasy's request to have a conversation with Rick Shaffer, St. Joseph CMH Board Chair to discuss delegated functions.

INTERIM EXECUTIVE DIRECTOR: Ruddell

CARF audit final report included in the packet. Woodlands received a 3-year accreditation. The Leadership Team are reviewing recommendation.

Woodlands LOCUS Fidelity Report included in the packet reviewed.

DEPARTMENT PRESENTATIONS

Mobile Crisis Unit – McCammon

Fact sheet included in the packet. Unit went live in August 2022. There is one clinician and one paraprofessional on each shift. At the present time the unit is funded by a grant. Jones suggested Woodlands submit numbers to the county to see if they can help with funding once the grant monies expired.

Next month – Clinical - Nahikian

BOARD POLICIES

10-008 – Expenditure Approval/Budget and 07-003 – Budget/Expenditure policies need approval due to adding the fund balance statement and refer to policy.

MOTION to approve the 10-008 – Expenditure Approval/Budget and 07-003 – Budget/Expenditure policies by Teter; seconded by Grice. MOTION carried by voice vote.

NEXT month review – 10-004 Staff Positions & 10-005 Reimbursement for Activities

OLD BUSINESS:

Miller distributed Corporate Compliance Plan. Miller is working with TBD on this plan. Annual Board approval is required. Plan approval will be added to the June meeting agenda.

Board retreat scheduled May 23rd, 9 am – 1 pm, with location to be determined. Agenda items are Recipient Rights training, review mission statement, and set goals for year. If you have an item, you would like to include let Csokasy know.

10-003 Reimbursement for Board Attendance Policy conflicts with our bylaws. Bylaws state reimbursement for one meeting per day and policy is multiple meetings. Csokasy will update and bring to next meeting.

NEW BUSINESS:

Ruddell present Budget Amendment #1; however, requested to wait for approval due to projection numbers. On-hold until finance committee reviews and brings recommendation.

OTHER BUSINESS:

None

ADJOURN: MOTION to adjourn by Teter; seconded by Roach. MOTION carried by voice vote. Meeting adjourned 5:45 p.m.

NEXT BOARD MEETING: April 25th, 2023 @ 4 p.m.

Board Secretary

Date

Woodlands Behavioral Healthcare works in partnership with individuals, families, and the community to inspire hope promote resiliency and achieve recovery by providing effective behavioral health services.

Interpreters for interested persons with deafness/hearing impairments, wishing to attend, will be provided by CMH providing a request made 48 hours prior to the meeting.