



# Community

MENTAL HEALTH

CLINTON • EATON • INGHAM

BOARD OF DIRECTORS

VIRTUAL MEETING

MINUTES

Thursday, December 17, 2020

6:00 p.m.

**Staff Present:**

Sara Lurie, Shana Badgley, Ericanne Spence, Julie Vermett-Pollok, Stacia Chick, Sharon Blizzard, Monica Ortiz, Jennifer Stanley, Joanne Holland, Karla Block, Joyce Tunnard, Gwenda Summers.

**Excused:**

None

**Public Present:**

Daniel Arnold

**Union Representation:**

Naudia Fisher

**Call to Order:**

The meeting was called to order by Board Chair, Paul Palmer at 6:00 p.m.

**Roll Call:**

Paul Palmer, (Lansing, Ingham County, Michigan); Al Platt, (Meridian Township, Ingham County, Michigan); Dwight Washington, (Clinton County, Michigan); Emily Stivers, (Meridian Township, Ingham County, Michigan); Dianne Holman, (Meridian Township, Ingham County, Michigan); Dale Copedge, (Lansing, Ingham County, Michigan); Adam Matson, (Delta Township, Eaton County, Michigan); Kay Randolph-Back, (Eaton Township, Eaton County, Michigan); Maxine Thome, (Ingham County, Lansing, Michigan); Timothy Hanna, (Watertown Township, Clinton County, Michigan)

**Excused:**

Joe Brehler, Raul Gonzales

**Previous Meeting Minutes:**

**ACTION:**

MOVED by Kay Randolph-Back and SUPPORTED by Al Platt that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMHA-CEI) approve the November 19, 2020 meeting minutes with the revision in By-Laws Ad Hoc Committee from a Board Member “attending virtually is not allowed” to “must be present” to vote.

MOTION PASSED with 10 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

**Excused:**

Joe Brehler, Raul Gonzales

**Adoption of Agenda:**

**ACTION:**

MOVED by Kay Randolph-Back and SUPPORTED by Maxine Thome that the Board of Directors of Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMHA-CEI) approve the December 17, 2020 Agenda, with the change of Human Resources Committee item #4 being an update and not an action item.

MOTION PASSED with 10 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

**Excused:**

Joe Brehler, Raul Gonzales

**Public Comment on Agenda Items:**

Naudia Fisher of Local 459 inquired if the Board planned to discuss the extra pay for staff who cannot receive the extra pay the State is paying for Community Living Supports (CLS). It would be appreciated if the Board would consider extra pay for all staff.

Mid-State Health Network (MSHN) Update:  
None, the next meeting is in January.

### CEO Report

Sara Lurie provided the full December CEO Report in the Board's packet and reported the following:

- It has been an intense month. COVID19 testing of staff at Adult Foster Care homes has been put into practice. There has been a surge in COVID cases Statewide in November.
- Sara recognized the incredible group of Directors and Virus Task Force (VTF) members who serve on the VTF in addition to their regular work of managing clinical services. The VTF meets three times per week. VTF members are Dr. Jennifer Stanley, Joyce Tunnard, Sharon Blizzard, Mary Huffman, John Peiffer, Kinnith Gibbs, Emily Wollner, Heidi Nagel, Elise Megan, Bridget Doyle, Kathryn Higgins and Elizabeth Wagner-Parker.
- Comments made tonight and at the November Board meeting regarding State Premium Pay not covering all staff who provide face-to-face services have been heard. The Finance Committee discussed what steps could be taken. Joe Brehler and Dianne Holman requested data they could take in advocacy from Board to Board and beyond, to present the scope of staff providing face-to-face work and what additional funding would be needed if the State were to expand what they are paying. In the meantime, CMHA-CEI Directors are looking at what the agency can do for staff, even a one-time enhancement, across the organization for this nearly yearlong pandemic. A proposal will be brought to the Finance Committee regarding enhancement to all employees.
- Sara, on behalf of all staff, wished Board Members Happy Holidays, and expressed appreciation for all they do for CMHA-CEI.
- Paul Palmer thanked Sara for being patient with the organization during the pandemic.

Raul Gonzales arrived during CEO Update at 6:10 p.m.

### **BUSINESS ITEMS:**

#### Program & Planning Committee

#### New Revenue Contract: Network 180

#### ACTION:

**MOVED** by Raul Gonzales and **SUPPORTED** by Emily Stivers that the Board of

Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties enter into a revenue contract with Network 180 to provide Residential Substance Use Disorder Treatment services at the House of Commons program. The daily rate is set at \$173.01, which includes Room and Board. Services will be billed through Network 180's web based authorization system; NOVA.

The contract is currently being reviewed by CMHA-CEI's Finance Department and could be in place as soon as December 1, 2020 and will be active through September 30, 2021.

**MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

Excused:

Joe Brehler

**2021 Mid-State Health Network Corporate Compliance Plan**

**ACTION:**

**MOVED by Raul Gonzales and SUPPORTED by Al Platt that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the adoption of the 2021 Corporate Compliance Plan developed by the Mid-State Health Network as CMHA-CEI's Compliance Plan.**

**MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

Excused:

Joe Brehler

**New Expense Contract: Samantha Kennedy, DO**

**ACTION:**

**MOVED by Raul Gonzales and SUPPORTED by Emily Stivers that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties enter into a new contract with Samantha Kennedy, DO, to purchase psychiatric services from Samantha Kennedy, DO, for the period of January 1, 2021 to September 30, 2021 and pay \$180/hour for those services.**

**MOTION PASSED with 10 votes in favor; one abstain. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

**Excused:**

**Joe Brehler**

**Agenda Amendment**

**ACTION:**

**MOVED by Emily Stivers and SUPPORTED by Kay Randolph-Back to ~~consider amending the Agenda to change Human Resources Committee item #4 from an Action item to an update and adding under Program and Planning Committee New Expense Contracts: Samantha Kennedy, DO; Kelly McKissick; GT Independence and Avalon~~ reconsider the vote by which the Agenda was adopted.**

**MOTION PASSED with 10 votes in favor, one abstain. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

**Excused:**

**Joe Brehler**

**ACTION:**

**MOVED by Kay Randolph-Back and SUPPORTED by Dianne Holman to adopt the amended Agenda, changing Human Resources Committee item #4 from an Action item to an update and adding under Program and Planning Committee New Expense Contracts: Samantha Kennedy, DO; Kelly McKissick; GT Independence and Avalon.**

**MOTION PASSED with 10 votes in favor and one abstain. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

**Excused:**

**Joe Brehler**

**New Expense Contract: Kelly McKissick**

**ACTION:**

**MOVED by Raul Gonzales and SUPPORTED by Al Platt that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties enter into**

a new contract to purchase Supports Coordination services from Kelly McKissick, operating in Oakland County for the rates identified below. This contract is for the period of January 9, 2021 through September 30, 2021.

Service Name	Service Code	Rate	Unit
Supports Coordination	T1016	\$50	15 minute unit

**MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

Excused:  
Joe Brehler

New Expense Contract: GT Independence

ACTION:

**MOVED** by Raul Gonzales and **SUPPORTED** by Emily Stivers that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties enter into a new contract to purchase Fiscal Intermediary services and reimburse for Community Living Supports from GT Independence for the rates identified below. This contract is for the period of January 9, 2021 through September 30, 2021.

Service Name	Service Code	Rate	Reporting Units
Fiscal Intermediary	T2025	\$75	Month
Community Living Supports	H2015	\$3.94	15 minutes

**MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

Excused:  
Joe Brehler

New Expense Contract: Avalon

ACTION:

**MOVED** by Raul Gonzales and **SUPPORTED** by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham

Counties enter into a new contract to purchase Community Living Supports from Avalon for the rates identified below. This contract is for the period of January 9, 2021 through September 30, 2021.

<b>Service Name</b>	<b>Service Code</b>	<b>Modifier</b>	<b>Rate</b>	<b>Reporting Units</b>
<b>Community Living Supports</b>	<b>H2015</b>		<b>\$4.34</b>	<b>15 minutes</b>
<b>Community Living Supports 2 People Served</b>	<b>H2015</b>	<b>\$4.34 UN</b>	<b>\$2.50</b>	<b>15 minutes</b>
<b>Community Living Supports 3 People Served</b>	<b>H2015</b>	<b>UP</b>	<b>\$1.90</b>	<b>15 minutes</b>
<b>Overnight Health &amp; Safety Supports</b>	<b>T2027</b>		<b>\$4.34</b>	<b>15 minutes</b>
<b>Overnight Health &amp; Safety Supports 2 People Served</b>	<b>T2027</b>	<b>UN</b>	<b>\$2.50</b>	<b>15 minutes</b>
<b>Overnight Health &amp; Safety Supports 3 People Served</b>	<b>T2027</b>	<b>UP</b>	<b>\$1.90</b>	<b>15 minutes</b>
<b>Community Living Supports</b>	<b>H2015</b>	<b>C2</b>	<b>\$4.90</b>	<b>15 minutes</b>
<b>Community Living Supports 2 People Served</b>	<b>H2015</b>	<b>UN, C2</b>	<b>\$2.82</b>	<b>15 minutes</b>
<b>Community Living Supports 3 People Served</b>	<b>H2015</b>	<b>UP, C2</b>	<b>\$2.14</b>	<b>15 minutes</b>
<b>Overnight Health &amp; Safety Supports</b>	<b>T2027</b>	<b>C2</b>	<b>\$4.90</b>	<b>15 minutes</b>
<b>Overnight Health &amp; Safety Supports 2 People Served</b>	<b>T2027</b>	<b>UN, C2</b>	<b>\$2.82</b>	<b>15 minutes</b>

Overnight Health & Safety Supports 3 People Served	T2027	UP, C2	\$2.14	15 minutes
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**MOTION PASSED with 10 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Timothy Hanna.**

**Excused:**

**Joe Brehler and Maxine Thome**

**Maxine Thome left the meeting at 6:40 p.m.**

**Finance Committee**

**Expense Contract Renewal: Nathaniel Asche**

**ACTION:**

**MOVED by Dianne Holman and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties enter into a contract renewal with Nathaniel Asche to purchase Occupational Therapy (OT) Assessments for the retroactive period of October 1, 2020 to September 30, 2021 and pay \$280 per Assessment and \$50/hour for OT meeting with community for those services.**

**MOTION PASSED with 10 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Timothy Hanna.**

**Excused:**

**Joe Brehler and Maxine Thome**

**Maxine Thome returned to the meeting at 6:45 p.m.**

**Expense Contract Renewal: The Accident Fund Insurance Company (Workers' Compensation Renewal)**

**ACTION:**

**MOVED by Dianne Holman and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham**

Counties enter into policy renewal with The Accident Fund Company to provide workers' compensation insurance for the period of January 1, 2021 through December 31, 2021 and pay \$377,923.00 for this insurance coverage.

**MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

**Excused:**

**Joe Brehler**

**Expense Contract Change Request 003: Metaformers, Inc.**

**ACTION:**

**MOVED by Dianne Holman and SUPPORTED by Maxine Thome that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve Change Request 003 to the contract with Metaformers, Inc. to purchase additional services, for the creation of a custom API to be used in conjunction with the Oracle delivered 'Worker API for Employee' to interface with the TCP Advanced Scheduling system, from Metaformers, Inc. and pay up to an additional \$10,800 for the period starting October 15, 2019 and is effective for as long as there is an active Statement of Work (SOW) and for a period of time of six (6) months following completion or termination of the last active SOW.**

**MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.**

**Excused:**

**Joe Brehler**

**Consumer Advisory Council**

**Raul Gonzales presented on the December 3<sup>rd</sup> virtual meeting. The Council reviewed its accomplishments and new goals. They are proud of the "Voices" Newsletter. It has been a helpful resource for consumers, providing lists of programs, services and gives a sense of community. It expressed the importance of being counted in the 2020 census. It has been a great learning experience as many members had to learn how to use a computer or phone to attend virtually. They discussed forming diversity counseling of staff and persons from the community. The council would like to ask clinical staff how it can be of assistance during pandemic. Three strong candidates**

were interviewed and Simone Taylor was selected as the new CMHA-CEI Representative on the MSHN Regional Consumer Advisory Council (RCAC); her term is 2021 to 2023. The Council discussed the agency being on hold in Phase Two of the Phase-In Plan until the end of December, providing services wherever possible. They also discussed the new order for licensed adult group homes to test weekly for COVID 19. The first Certified Community Behavioral Health Clinic (CCBHC) grant ended and staff are reviewing data. CMHA-CEI has two reserved beds for youth. The next meeting will be virtual on January 7, 2021 at 3:30 p.m. Raul thanked Becki West for all her support as staff liaison and writing the snapshot. Dwight asked how the biweekly newsletter is distributed and Raul said it is mailed.

### Human Resources Committee

#### Fourth Quarter Equal Employment Opportunity (EEO) Report

##### ACTION:

MOVED by Maxine Thome and SUPPORTED by Kay Randolph-Back that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties accept the Fourth Quarter EEO Report from the period of July 1, 2020 through September 30, 2020 (dates corrected from Motion Sheet per Sharon Blizzard).

MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

##### Excused:

Joe Brehler

#### Fourth Quarter Labor Relations Grievance Report

##### ACTION:

MOVED by Maxine Thome and SUPPORTED by Timothy Hanna that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties accept the Fourth Quarter Labor Relations Grievance Report from the period of July 1, 2020 through September 30, 2020 (dates corrected from Motion Sheet per Sharon Blizzard).

MOTION PASSED with 11 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Raul Gonzales, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

##### Excused:

Joe Brehler

Raul Gonzales left the meeting at 7:00 p.m.

**Municipal Employee’s Retirement System (MERS) Defined Benefit and Defined Compensation Plan Adoption Agreement Addendums**

**ACTION:**

**MOVED** by Maxine Thome and **SUPPORTED** by Dianne Holman that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties adopt and administer the Municipal Employee’s Retirement System (MERS) Defined Benefit and Defined Contribution Plans provided by the Municipal Employee Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with MERS Plan Doc as both may be amended, subject to the terms and conditions herein the Adoption Agreement Addendums as presented effective January 1, 2021.

**MOTION PASSED** with 10 votes in favor. **Members Present:** Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

**Excused:**

Joe Brehler, Raul Gonzales

**Election of Vice Chairperson**

The Human Resources Committee elected Alan Platt as Vice Chairperson of the Human Resources Committee for Fiscal Year 2020–2021.

**Recipient Rights Committee**

**“Desired Outcomes for the RRO” and “Recommendations to the CMHSP Board”:**

**ACTION:**

**MOVED** by Al Platt and **SUPPORTED** by Maxine Thome that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties adopt the 2020 “Desired Outcomes for the Recipient Rights Office” and the 2020 “Recommendations to the CMHSP Board” recommended by the Recipient Rights Committee. These recommendations will be submitted as part of the CMHA-CEI Recipient Rights Annual Report to the Michigan Department of Health and Human Services, Office of Recipient Rights.

**MOTION PASSED** with 10 votes in favor. **Members Present:** Paul Palmer, Al Platt,

Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

Excused:

Joe Brehler, Raul Gonzales

Recipient Rights Quarterly Report: July 1, 2020 – September 30, 2020

ACTION:

MOVED by Al Platt and SUPPORTED by Maxine Thome that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties accept the Recipient Rights Quarterly Report for July 1, 2020 – September 30, 2020.

MOTION PASSED with 10 votes in favor. Members Present: Paul Palmer, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

Excused:

Joe Brehler, Raul Gonzales

Joyce Tunnard stated there is a proposal for the State to perform site visits of psychiatric hospitals instead of the Community Mental Health Service Providers (CMHSP), so that the State has more of that oversight. Hospitals contract with several CMHSPs and can have several site visits, unless there is an agreement for one to be accepted by others.

Executive Committee

The committee did not meet in December.

Building and Sites Ad Hoc Committee

The committee did not meet in December.

By-Laws Ad Hoc Committee

Kay stated the House adopted Senate Bill 1246 on December 16, 2020. The By-Laws revisions proposed in the November CMHA-CEI Board meeting need to be amended in order to enact what legislature just amended in Senate Bill 1246. The Bill allows for a longer period of virtual meetings. Virtual Board meetings are now acceptable from March 2020 through ~~December~~ March 2021, due to the pandemic, with exceptions. Previously, in-person meetings were required to resume as of ~~March 31~~ January 1, 2021. Concerns were expressed with adopting specific legislative language

and dates that would require additional By-Laws revisions, should the Open Meetings Act or Executive Orders change again. It was suggested to use standard statements, such as, “on the date specified in current law, the Board shall ...”, and referencing the Open Meetings Act in declarations of exceptions; thereby allowing compliance with the Open Meetings Act and the ability to shift with changes. It was asked if Executive Orders trump CMHA-CEI By-Laws or the Open Meetings Act due to the health threat. The Open Meetings Act provides, by way of exceptions, the declaration of emergency by a governing body. Kay will send a link to Senate Bill 1246 to Board members. CMHA-CEI By-Laws state the Board will follow the requirements of the Open Meetings Act as the Board is in its jurisdiction. If the law changes, it affects the By-Laws. Language was added with the legislative change where they have enlarged the authority of recognized declarations of emergency so that Boards are able to make exceptions to having in-person meetings or affecting the participation of someone who is in an area of a declared emergency or disaster. It was suggested that this item be tabled for the By-Laws Ad Hoc Committee to further discuss the new legislation and Board member suggestions, refining the proposed changes so that the Board can make one Motion and vote on the By-Laws revisions in the January Board meeting.

**ACTION:**

**MOVED** by Dale Copedge and **SUPPORTED** by Dianne Holman that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties table voting on revisions to the CMHA-CEI Board of Directors By-Laws, until the January Board meeting and directed the By-Laws Ad Hoc Committee to refine the proposed language revisions based on the new legislation and the discussion from this meeting.

**MOTION PASSED** with 11 votes in favor. **Members Present:** Paul Palmer, Joe Brehler, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

**Excused:**

Raul Gonzales

Joe Brehler joined the meeting at 7:35 p.m.

**Community Access Committee**

Dianne stated she was unable to attend the November 23, 2020 meeting. She reviewed the minutes stating there were no items requiring a vote, COVID updates

were given that access to services is being maintained especially to crisis and detox services, there are continued plans with telehealth and an update was given in the meeting on the media campaign.

### Unfinished Business

Maxine gave an update regarding defunding of modernization of police. The CMH Association of Michigan is looking into the Crisis Assistance Helping Out On The Streets (CAHOOTS) model which was started 30 years ago in another state and the possibility of bringing it to Michigan to enhance police and social worker relationships in mental health care and crisis response.

### New Business

FY 2021/22 Proposed Board of Directors and Committee Meeting Schedule.

#### ACTION:

**MOVED** by Dianne Holman and **SUPPORTED** by Dale Copedge that the Board of Directors of Community Mental Health Authority of Clinton, Eaton, Ingham Counties approve the FY 2021/22 proposed Board of Directors and Committee Meeting Schedule as written.

**MOTION PASSED** with 11 votes in favor. Members Present: Paul Palmer, Joe Brehler, Al Platt, Dwight Washington, Emily Stivers, Dianne Holman, Dale Copedge, Adam Matson, Kay Randolph-Back, Maxine Thome, Timothy Hanna.

#### Excused:

Raul Gonzales

### Public Comment

Daniel Arnold expressed his gratitude and appreciation to CMHA-CEI and his case manager for encouragement, cheering him on and giving him tools to better his mental health and pursue his interests in journalism.

Paul Palmer wished everyone Happy Holidays.

### Adjournment

The meeting adjourned at 7:50 p.m. The next meeting is scheduled for Thursday, January 21, 2020, and will be held virtually beginning at 6:00 p.m.

#### Minutes Submitted by:

**Julie Vermett-Pollok, Clinical Administrative Assistant**