

**EXECUTIVE LIMITATIONS COMMITTEE MEETING
SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY
JUNE 24, 2020 – 5:00 P.M.**

Due to the COVID-19 Public Health Emergency this Executive Limitations Committee Meeting was held virtually by telephone.

PRESENT: Tracey Raquepaw, Andrea Schrems, Chuck Stack, Robert Woods

ABSENT: Leola Wilson, John Pugh

GUESTS:

STAFF: Sandra Lindsey, Laura Argyle, Ryan Mulder

I. OPENING PROCEDURE

Andrea Schrems, Chair called the meeting to order at 5:03 p.m., a quorum was established and verification of posting was determined.

II. PUBLIC PARTICIPATION

There was no public participation.

III. EXPENSE REPORTS & BALANCE SHEET THRU MAY 2020

The Statement of Net position (balance sheet) & Statement of Revenues, Expenses and Changes in Net Position as of 04/30/2020 were reviewed by Laura Argyle.

Motion was made by Robert Woods and supported by Chuck Stack to receive & file EXPENSE REPORT & BALANCE SHEETS THRU MAY 2020. Motion carried.

IV. CEO EVALUATION ON COMPILED EVALUATION RESULTS

Committee members reviewed the CEO Evaluation. It was noted that 9 of 12 evaluations were received back from the SCCMHA Board. The composite scores of the CEO Annual Performance Evaluation and individual board member comments were reviewed and were very complimentary of Ms. Lindsey. Sandy thanked the committee and Board for this evaluation and their kind words of support of her efforts in leading SCCMHA and reminded she could not do her job without the wonderful staff serving at our agency.

Motion was made by Tracey Raquepaw and supported by Robert Woods to receive & file CEO EVALUATION ON COMPILED EVALUATION RESULTS and send to full Board for approval. Motion carried.

V. MONTHLY REPORT ON EXECUTIVE LIMITATIONS

Sandy noted that there were no violations.

Motion was made by Robert Woods and supported by Chuck Stack to receive and file the Executive Limitations Committee Meeting. Motion carried.

VI. OTHER ITEMS OF IMPORTANCE

Sandy noted that she and her colleagues are working very hard to get the majority of staff back in the office. The return to work strategy will bring back small groups of staff in scattered schedules to promote social distancing in the work space. There are updates required to IT system applications and equipment as they return. Some of our sites were under construction when the COVID-19 Pandemic began as well and so staff returning to these spaces can only return upon renovation project completion. Most staff have scheduled returns by mid-July. We are managing to the best of our ability. Capacity limits have been set as well in common

spaces like conference rooms and staff lunch rooms in order to properly social distance. All buildings remain closed to non-staff visitors with the exception of Hancock remaining open to consumers needing face to face appointments. Sandy will continue to keep the Board informed on the latest developments as she has been.

Ryan noted that the following documents were recently mailed to all SCCMHA Board members:

- CMH PAC contributions are due back to Ryan by June 26 (suggested donation is \$50.00). Please mail back in business reply envelope ASAP
- The due date for returning Conflict of Interest Policy documents has passed. To date still waiting for: Raquepaw, Wilson, Pugh, Wise. Please mail back in SCCMHA addressed / postage paid envelope ASAP.

VII. ADJOURNMENT

With no other business a motion was made by Chuck Stack with support from Robert Woods to adjourn this meeting at 5:18 p.m. Motion carried.