

**EXECUTIVE LIMITATIONS COMMITTEE MEETING  
SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY  
MAY 26, 2021 – 5:15 P.M.**

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

**PRESENT:** Tracey Raquepaw, Larry Jones, Leola Wilson, Robert Woods, John Pugh

**ABSENT:** Andrea Schrems

**GUESTS:**

**STAFF:** Laura Argyle, Ryan Mulder

**I. OPENING PROCEDURE**

John Pugh, Vice Chair called the meeting to order at 5:15 p.m., a quorum was established and verification of posting was determined.

**II. PUBLIC PARTICIPATION**

There was no public participation.

**III. ELECTION OF OFFICERS - Committee Chair and Vice Chair**

**Motion made by Robert Woods with support from Leola Wilson to cast a unanimous ballot to appoint Andrea Schrems, Chair & John Pugh, Vice Chair for the Executive Limitations Committee. Motion carried.**

**IV. EXPENSE REPORTS & BALANCE SHEET THRU APRIL 2021**

Laura Argyle reviewed the Statement of Net position (balance sheet) & Statement of Revenues, Expenses and Changes in Net Position as of 04/30/2021. Laura noted that SCCMHA will not be bringing an Budget Revision to the SCCMHA Board this fiscal year.

**Motion was made by Robert Woods and supported by Leola Wilson to receive & file EXPENSE REPORT & BALANCE SHEETS THRU APRIL 2021. Motion carried.**

**V. MONTHLY REPORT ON EXECUTIVE LIMITATIONS**

There were not any violations of the Executive Limitation Policies.

**Motion was made by Roberts and supported by Leola Wilson to receive and file the MONTHLY REPORT ON EXECUTIVE LIMITATIONS. Motion carried.**

**VI. CEO EVALUATION DISCUSSION**

Ryan noted that it is customary that SCCMHA Board of Directors perform an annual CEO Evaluation. Ryan was instructed that the same evaluation form from last year's evaluation is to be used for this year's evaluation. Board members will be receiving a memo from Ryan with instructions along with the evaluation form (both electronic and hard copy) and instructed to return by June 16 for review at the June 23 Executive Limitations Committee meeting.

**VII. REVIEW OF EXECUTIVE LIMITATIONS COMMITTEE POLICES**

Ryan noted that the SCCMHA Board Policies need to be reviewed annually by Board. The policies distributed at tonight's Executive Limitations committee meeting will be reviewed in greater detail at an upcoming EL committee meeting (with RED edits). These revised polices will then be formally approved at the June 14<sup>th</sup> Board meeting. Any recommended changes from EL members should be returned to Ryan by June 4,

*2021. Note: there are several board policies associated with different committees that will be reviewed by all committees.*

**VIII. OTHER ITEMS OF IMPORTANCE**

Ryan noted that he will be including 'Conflict of Interest policy document in the June Board meeting.

**IX. ADJOURNMENT**

**With no other business a motion was made by Robert Woods with support from Tracey Raquepaw to adjourn this meeting at 5:46 p.m. Motion carried.**