

**Shiawassee County Community Mental Health Authority
Ambassadors Council - Minutes
February 24, 2015**

Members Present: Robyn Spencer (Chairperson) Joan Durling (Vice Chairperson), Gary Holzhausen, Mark Miller, Jerry Walden

Also Present: Joe Sedlock, Deborah Cline (minutes)

Topic	Key Discussion	Motion/Actions
1. Call to Order		The meeting was called to order at 5:32 p.m. by Robyn Spencer, Chairperson.
2. Approval of the Agenda		Motion by Miller, supported by Durling to approve the agenda as presented. All ayes, Motion Carried.
3. Public Comment	No Public Present	
Unfinished Business	None	
4. Ambassador's Handbook	J. Sedlock reviewed the updated Ambassador's Handbook, which has been customized to reflect information pertaining to SCCMHA.	Motion by Holzhausen supported by Hughes to move this publication forward to production. All ayes, motion carried.
5. Board Portal Access and Resource Materials Review	J. Sedlock reviewed the materials available to the Board on the Board Portal under Reference Materials.	Informational only.
6. New Board Member Orientation Schedule	<p>J. Sedlock reviewed a proposed Board Orientation and Training Guide with the members. This would replace the current orientation schedule found in Board Governance Policy #9.</p> <p>J. Sedlock further reviewed how to maneuver through the Board Manual using the Board Member Manual Table of Contents located on the Board Portal.</p>	<p>J. Sedlock will present the new finalized Board Orientation and Training Guide at the next Ambassador's Council meeting.</p> <p>Informational only.</p>
New Business		
7. Board Training – General Topic and Broad Topic Planning	Discussion of Board training topics occurring within the context on Board meetings (i.e., "Ten Minute Trainings")	J. Sedlock to develop an every-other-month training topic calendar and arrange for appropriate presenters to train the Board.

	Board members gave input into several training topics to consider.	
8. Board Training – Corporate Compliance	J. Sedlock discussed the need for Board members to have a better understanding of their corporate compliance oversight responsibilities.	J. Sedlock will arrange for D. Love (Director of Strategic Services, also our Corporate Compliance Officer) to present appropriate information to the Board.
9. Next Meeting		The next Ambassador’s Council meeting will be May 26, 2015.
10. Adjourn		The meeting adjourned at 6:31 p.m.

These minutes were approved by the SCCMHA Board of Directors on March 23, 2015.