

**Shiawassee County Community Mental Health Authority
Governance Committee – Minutes
March 28, 2016**

Members Present: Vicki Bocek (Chairperson), Bruce Cadwallender, Joan Durling, John Horvath, Robyn Spencer, Jerry Walden

Others Present: Lindsey Hull; Chief Executive Officer, Jamie Burke; Executive Assistant (Minutes), Howard Spencer

Topic	Key Discussion	Motion/Action
1. Called to Order		The meeting was called to order at 4:33 p.m. by Vicki Bocek, Chairperson.
2. Approval of the Agenda		MOTION BY HORVATH, SUPPORTED BY SPENCER to approve the agenda as presented. All ayes, motion carried.
3. Public Comment	No public comment.	
Unfinished Business	None	
4. SCCMHA Board Self-Evaluation Research	The committee reviewed the board self-evaluation. The evaluation tool has been reviewed by the Human Resources committee, but the duties of the Governance Committee include evaluating the performance of the Board and of the individual members. The Human Resources Committee asked the CEO to review the last evaluation completed to identify questions that had a variation in responses and asked for follow-up questions to those questions identified. J. Burke used other Board's (Huron CMH, Network180, MSHN) evaluation tools to include follow-up questions. The committee discussed some changes needed for the evaluation tool.	MOTION BY SPENCER, SUPPORTED BY DURLING to approve the discussed changes to the Board Self-Evaluation tool, and to distribute the revised evaluation the full Board in the beginning of May, with a due date of May 30, 2016. All ayes, motion carried.
New Business		

5. Strategic Plan Review	L. Hull informed the committee of the work that has been started on the Strategic Plan. The Leadership Team met to discuss areas they will be focusing on in the Strategic Plan some of these include: agency mission, values, vision, external demands (MSHN, MDHHS, SIM, CCBHC, CARF), our current reality, and vision for the future. All of these areas will focus on better health, better care, and better value. The agency will work on preparing to be competitive and making things meaningful. The plan will focus on being data driven.	Informational only; No action necessary.
6. FOIA Policy and Procedure Updates	The FOIA policy and procedures have been updated to meet federal guidelines.	MOTION BY SPENCER, SUPPORTED BY CADWALLENDER to recommend to the full board approval of the FOIA policy and procedure. All ayes, motion carried.
7. Board Member Profile	The committee reviewed the board member profile that was completed by J. Burke. J. Walden asked that Geographic location change to "townships", so the board is more aware of the areas that members live	J. Burke will send out a blank document for board members to complete, to ensure the information is up-to-date and accurate.
8. Next Meeting		The next meeting is scheduled for June 27, 2016.
9. Adjourn		MOTION BY SPENCER, SUPPORTED BY DURLING to adjourn at 5:20 p.m.

These minutes were approved by the SCCMHA Board of Director's on April 25, 2016.