

**Shiawassee County Community Mental Health Authority  
Governance Committee – Minutes  
January 23, 2017**

**Members Present:** Vicki Bocek (Chairperson), Bruce Cadwallender, Robyn Spencer

**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 4:32p.m. by Vicki Bocek, Chairperson.
2. Approval of the Agenda		<b>MOTION BY SPENCER, SUPPORTED BY CADWALLENDER</b> to approve the agenda as presented. All ayes, motion carried.
3. Public Comment	No public comment.	
<b>Unfinished Business</b>	None	
<b>New Business</b>		
4. Conflict of Interest	L. Hull presented a conflict of interest letter from an unnamed employee. The Committee reviewed the Code of Conduct for Board Members policy and the Conflict of Interest policy.	<b>ACTION:</b> The committee will share this information with the full board.
5. Board Retreat	L. Hull asked for feedback from the committee on what information they would like presented at the board retreat. L. Hull stated that there is a potential to have a facilitator for the board retreat. The committee would like to have the full board seated before setting a date for the retreat. Discussion on two days or one day for the retreat.	<b>ACTION:</b> Committee suggested a balanced scorecard, and more information on how Section 298 will affect our agency, and reviewing the mission statement.
6. Appointment to Outside Entities Policy- Draft	L. Hull presented the draft policy for board member appointments to outside entities.	<b>ACTION:</b> The committee will offer suggestions on #6 and present to L. Hull by March 1, 2017. L. Hull will revise the policy and bring back to this committee at the March 2017 meeting.
7. Next Meeting		The next meeting is March 28, 2017.

8. Adjourn		<b>MOTION BY SPENCER, SUPPORTED BY CADWALLENDER</b> to adjourn the meeting at 5:25p.m. All ayes, motion carried.
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These minutes were approved by the SCCMHA Board of Directors on February 27, 2017.