

ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF WOOD COUNTY

APRIL BYLAWS AND POLICIES COMMITTEE

April 1, 2019

ADAMHS BOARD MEMBERS PRESENT: Allan Baer, Erin Hatchel, Stan Korducki, Corey Speweik, and Cary Wise

BOARD STAFF: Chris Streidl, Aimee Coe, Pam Shumaker, and Britni Fackler

Erin Hatchel volunteered to chair this committee for today only. Allan Baer can assist in the future.

ADOPTING PORTION OR ALL OF COUNTY PERSONNEL POLICIES/ REVIEW OF COUNTY POLICIES:

Arlen de la Serna asked that when we have her review personnel policies, we do all policies at one time. She suggested reviewing county personnel policies and possibly adopting theirs. The committee discussed using the county policies as a model. We can adopt some county personnel policies but not adopting all the county personnel policies. The committee mentioned they need to take time to review and compare ADAMHS Board personnel policies to the county policies. The committee would like to get the Executive Director hired first and then proceed to work on policies due to not having any pressing personnel policies that need to be changed now.

BYLAWS:

The only pressing issue is the current bylaws state that changes can only happen in the month of July and we must have the changes posted twice in public meetings before July. Ideally, we need to post these in April and May since we only meet in June if necessary. The committee's recommendation is to fix the typo in article 15 section one that changes "July" to "Duly" and section two that states "30 days written notice change of bylaws" not "seven days". It was recommended to have OACBHA do a Culture of Quality (COQ) presentation at the Board Retreat on May 4th. We are not required to do COQ, but eventually, it likely will be required. The committee mentioned in the future splitting personnel policy and bylaws into separate committees. We need to clean up the bylaws on quorums, committees (standing vs. nominating) and formal process of appointments to committees. Corey Speweik mentioned you could have a permanent committee if they only meet once a year. When we do tackle bylaws, we need to make sure we have documentation of all committee appointments as this can't be done outside a meeting, or thru email. This needs to take place in a committee or Board meeting.

Erin will bring up these items at the April Board Meeting, and we will include the two bylaws changes in the Board packet which will be sent by the 12th of this month.

Pam Shumaker will email everyone the previous comparisons of the Board's Personnel Manual and the County's when the Board looked at changing policies.

OTHER:

The final interviews for the Executive Director position will be next Tuesday, April 9th at 5:00 p.m. This is open to the public. There will be two candidate presentations. This is where anyone can ask their questions. No decision will be made, and we can't discuss business including the hiring of Executive Director during this meeting.

Corey Speweik made a motion to adjourn the meeting, and Stan Korducki seconded. Meeting adjourned.

Submitted by: *Britni Fackler*, Secretary

Approved by: *Doug Cubberley*
Doug Cubberley, Board Chair, ADAMHS Board of Wood County

5/29/19
Date