

**PATHWAYS  
SPECIAL BOARD MEETING  
APPROVED MINUTES**

August 12, 2020 @ 2:00 p.m.  
Via "Lifesize"

Present:

Botbyl, George		Moker, Julie	(Delta)
Brotherton, Elizabeth	(Excused)	Morrison, Nancy	(Alger)
Bureau, Patricia		Peterson, Kristin	(Delta)
Carlson-Lynch, Katie		Pullen, Cathy	(Alger)
Davie, Bill		Tatrow, Gerard	
Margrif, Frederick	(Excused)	Wing, Glenn	

Staff/Guest Alger: Cheri Lare

Staff/Guest Delta: Shelly Sundstrom

Staff/Guest Luce: None

Staff/Guest Marquette: John Blemberg, Mary Swift

The Pathways Special Board Meeting was called to order at 2:00 p.m. by Chairperson Pullen. Roll call was taken by Dawn Mercier, Executive Assistant, a quorum was present.

Adoption of Agenda

Additions/Changes: None

**MOTION/SECOND/CARRIED**

**TO APPROVE THE AGENDA AS PRESENTED**

Wing/Tatrow

Public Comment

Alger - None

Delta – None

Luce - None

Marquette – None

**JOB DESCRIPTION**

CEO Swift advised the Board had requested job descriptions for both the CEO and COO for informational purposes.

In terms of some input from the staff, we met with the clinical supervisors this week. The general consensus in terms of organizational structure they would prefer the Board concentrate on the CEO and get that person in place. Then depending on that persons strengths and weaknesses determined the structure of the agency after that.

Chair Pullen open the floor to discussion regarding the job descriptions.

Wing questioned if we were required to stick to the qualifications outlined. CEO Swift advised the qualifications are codified. However if you look at the qualifications, the previous CEO didn't have them nor does she. However having an advanced degree and years of experience they do accept that but a waiver from the Department is required.

#### **SUPERVISOR'S SURVEY**

CEO Swift has requested from the Clinical and Administrative supervisors to submit questions for the survey that would be relevant for the Board. This is in the beginning stages and will take a couple of weeks to get it out.

#### **SEARCH COMMITTEE**

Chair Pullen requested input from Mary and Shelly as to who besides them would be ideal for the Committee.

CEO Swift stated John was offered and accepted to be on the Committee based on his years of experience with Pathways.

Chair Pullen stated Mary, Shelly, John and one Board member from each county would make a workable group.

John suggested recommending clinical representation.

CEO Swift advised that would need to be worked through based on the ability to be unbiased and if they would have an interest in the position.

Chair Pullen agreed and stated the clinical staff do have an opportunity through survey input.

Chair Pullen stated she is still working on who from the Board will be on the Committee.

Davie suggested the Executive Board be the Search Committee. Pullen advised she is leaning towards one from each county.

Wing stated in terms of numbers 7 people on the committee is enough.

CEO Swift confirmed that any staff on the committee would be non-voting members.

CEO Swift advised that in past CEO searches all interviews have been done in open meeting and staff had an opportunity during public comment. Also, CIT (Core Implementation Team) have developed characteristics of a CEO that they would like to see and have developed interview questions they want to include to make sure this person is trauma informed.

#### **SCHEDULE NEXT MEETING**

It was the consensus to hold off to schedule another meeting until we know who the Search Committee is and after the survey results are in.

#### **BOARD MEMBER COMMENT**

Pullen stated that many of our Board members are familiar with Pathways and have been on this Board for numerous years and are therefore familiar with staff. She cautioned Board members to not encourage staff to apply. It may be misconstrued and create gossip. We need to be very careful when we are talking to employees of Pathways when it comes to replacing the only employee we have, the CEO.

<b>MEETING SCHEDULE</b>		
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Committee of the Whole	August 25, 2020	12:15 pm
Board Meeting	September 2, 2020	12:15 pm
Recipient Rights Advisory Committee	September 17, 2020	12:00 pm
Committee of the Whole	September 22, 2020	12:15 pm

<b>ADJOURNMENT</b>		
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Chairperson Pullen adjourned the meeting at 2:26 p.m.  
Motion Carried

Respectfully submitted,  
Dawn Mercier, Executive Assistant

Approved by,  
Catherine A. Pullen, Board Chairperson