

**Agenda**  
**Talent and Recruitment Committee**  
**West Olive Administration Building – Board Room and YouTube**  
**12220 Fillmore Street, West Olive, Michigan 49460**  
**May 21, 2024**  
**10:00 AM**

**Public Comment**

**Approval of Agenda**

**Consent Items:**

- I. Approval of the minutes from the [March 19, 2024](#) Talent and Recruitment Committee meeting.

**Agenda and Action Requests:**

I. [Ottawa County Community Mental Health Board](#)

Suggested Motion:

To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Robin Wick  
Steven Savage

Ineligible:

Paul Duff  
Janet Magennis  
Malaythong Phan  
Cheryl Parker  
Kimberly Rowan  
Mark Stephenson

and to select one (1) to fill one (1) Primary Consumer vacancy beginning December 17, 2023 and ending March 31, 2026.

2. [Ottawa County Community Mental Health Board](#)

Suggested Motion:

To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Steven Savage  
Robin Wick

Ineligible:

Paul Duff  
Janet Magennis  
Malaythong Phan  
Cheryl Parker  
Kimberly Rowan  
Mark Stephenson

and to select one (1) to fill one (1) Primary Consumer vacancy beginning April 1, 2024 and ending March 31, 2027.

3. [Ottawa County Community Action Agency Advisory Board](#)

Suggested Motion:

To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the CAA Advisory Board/Director):

\*Kate Chrisman  
\*Rachelle Gelder

and to select two (2) to fill two (2) Consumer Sector vacancies beginning May 15, 2024 and ending May 15, 2027.

**Committee Reports:**

I. Chair's Report

**Public Comment**

**Adjournment at Call of the Chairperson**

**Note: Public Comments on the day's business are to be limited to three (3) minutes.**

## TALENT & RECRUITMENT COMMITTEE

### Proposed Minutes

DATE: March 19, 2024

TIME: 11:44 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gretchen Cosby, Kendra Wenzel, and Lucy Ebel. (3)

Absent: Allison Miedema and Jacob Bonnema (2)

SUBJECT: PUBLIC COMMENT

None.

SUBJECT: APPROVAL OF AGENDA

TR 24-007 Motion: To approve agenda.  
Moved by: Wenzel

UNANIMOUS

SUBJECT: CONSENT ITEMS

TR 24-008 Motion: To approve the minutes from the January 23, 2024, Talent and Recruitment Committee meeting.  
Moved by: Wenzel

UNANIMOUS

SUBJECT: OTTAWA COUNTY COMMUNITY ACTION AGENCY ADVISORY BOARD

TR 24-009 Motion: To place into nomination and forward to the Board of Commissioner the name of (\*indicates recommendation from the Interview Subcommittee):

\*Esther Fifelski

and to select one (1) to fill one (1) Public Sector vacancy beginning January 1, 2024 and ending December 31, 2024.

Moved by: Wenzel

Roll Call for Motion TR 24-009:

Cosby - Yes

Wenzel - Yes

Ebel - Yes

With 3 votes, Esther Fifelski is the nomination to move forward to the Board of Commissioners.

## SUBJECT: OTTAWA COUNTY GROUNDWATER BOARD

TR 24-010 Motion: To place into nomination and forward to the Board of Commissioner the name of (\*indicates recommendation from the Interview Subcommittee):

\*Ted Malefyt

and to select one (1) to fill one (1) K-12 Education Seat vacancy beginning January 1, 2024 and ending December 31, 2026.

Moved by: Ebel

Roll Call for Motion TR 24-010:

Cosby - Yes

Wenzel - Yes

Ebel -Yes

With 3 votes, Ted Malefyt is the nomination to move forward to the Board of Commissioners.

TR 24-011 Motion: To place into nomination and forward to the Board of Commissioner the names of (\*indicates recommendation from the Interview Subcommittee):

\*Thomas Bird

\*Stephen Rockman

Debra Deater

Paul Duff

Gabrielle Dunai

Terry Goldberg

Mark Stephenson

Beth VanHoven

Sara Westhuis

and to select two (2) to fill two (2) Family Member Seat vacancies beginning April 1, 2024 and ending March 31, 2027.

Moved by: Ebel

Roll Call for Motion TR 24-011:

Cosby – Bird & Rockman

Wenzel – Bird & Rockman

Ebel – Bird & Rockman

With 3 votes each, Thomas Bird and Stephen Rockman are the nominations to move forward to the Board of Commissioners.

## SUBJECT: OTTAWA COUNTY COMMUNITY MENTAL HEALTH BOARD

TR 24-012 Motion: To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

\*Beth VanHoven  
Kathleen Bates  
Gale Clark  
Cheryl Cnossen  
Judith Cohen  
Debra Deater  
Gabrielle Dunai  
Virginia Greenlee  
Steven Miskelley  
Cheryl Parker  
Mark Stephenson

and to select one (1) to fill one (1) General Public Seat beginning April 1, 2024 and ending March 31, 2027.

Moved by: Ebel

Roll Call for Motion TR 24-012:

Cosby – Miskelley                      Wenzel - VanHoven  
Ebel - VanHoven

With 2 votes, Beth VanHoven is the nomination to move forward to the Board of Commissioners.

## SUBJECT: COMMITTEE REPORTS

None

## SUBJECT: PUBLIC COMMENT

1. Dena Arner – Holland Township

The Chairperson adjourned the meeting at 11:52 a.m.

# Action Request



**Committee:** Talent and Recruitment Committee

**Meeting Date:** 05/21/2024

**Requesting Department:** Administration

**Submitted By:** Jordan Epperson

**Agenda Item:** Ottawa County Community Mental Health Board

## Suggested Motion:

To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the Interview Subcommittee):

Eligible:

\*Robin Wick

Steven Savage

Ineligible:

Paul Duff

Janet Magennis

Malaythong Phan

Cheryl Parker

Kimberly Rowan

and to select two (2) to fill two (2) Primary Consumer vacancies beginning December 17, 2023 and ending March 31, 2026.

## Summary of Request:

Talent and Recruitment makes various recommendations to the Board of Commissioners to finalize appointments to boards and commissions for the county.

## Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

**Action is Related to an Activity Which Is:** ☐ Mandated ☐ Non-Mandated ☐ New Activity

**Action is Related to Strategic Plan:**

Goal:

Objective:

**Administration:** ☒ Recommended ☐ Not Recommended ☐ Without Recommendation  
County Administrator:

Committee/Governing/Advisory Board Approval Date:

# Robin Wick

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

Holland High School

\*Degree: *(Only put N/A if not applicable)*

High School Diploma

\*School: *(Only put N/A if not applicable)*

NA

\*Degree: *(Only put N/A if not applicable)*

NA

## Employment Background

\*Current Employer:

Meijer

\*Position:

Cashier / Bagger

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

I help people in the checkout process, bag items, clean, return items, and sometimes work at the gas station.

**\*Previous Employer:**

Eldean's Shipyard

**\*Position:**

Garden Maintenance

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Responsible for maintaining the landscaping.

## Other Information

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**\*How many years have you lived in Ottawa County?**

26

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*



I assist with the garden planning at my church (Calvary Church on 8th St). In high school I was in student counsel - I was very involved in fundraising.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes   ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

I am involved in services and have first hand experience with what the services are like. I have some ideas of activities and I like to be involved in the different activities provided.

# Steven Savage

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

West Ottawa

\*Degree: *(Only put N/A if not applicable)*

High School Diploma

\*School: *(Only put N/A if not applicable)*

NA

\*Degree: *(Only put N/A if not applicable)*

NA

## Employment Background

\*Current Employer:

Not working

\*Position:

n/a

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Disability symptoms prevent work

**\*Previous Employer:**

None

**\*Position:**

N/a

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Disability symptoms prevent work

## Other Information

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**\*How many years have you lived in Ottawa County?**

47

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

I am currently on the CMHOC board. I am also on the board of drop in center in Holland. I enjoy both of these.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

I would like to help out.

# Paul Kevin Duff

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

Michigan State University

\*Degree: *(Only put N/A if not applicable)*

MSW

\*School: *(Only put N/A if not applicable)*

Grand Valley State Univiersity

\*Degree: *(Only put N/A if not applicable)*

BA

## Employment Background

\*Current Employer:

Mid-State Health Network

\*Position:

Integrated Healthcare Coordinator/Home &Comr

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Please see attached resume.

**\*Previous Employer:**

Lakeshore Regional Entity

**\*Position:**

Utilization Management Coordinator

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Please see attached resume.

## Other Information

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**\*How many years have you lived in Ottawa County?**

9

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*



I have not served on any other boards but have presented to various boards in previous positions.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

\*Why do you want to be considered for this appointment? *(Max length: 1000. Please be as detailed as possible)*

By serving on the CMH board I feel I have knowledge and expertise from both work and life experiences that I would be able to draw upon to promote a successful appointment. With my current and past work history I am familiar with CMH services, practices, trends and terminology. I also have a family member who is a disabled wartime veteran who suffers from co-occurring disorders, including PTSD, and has required placements in the past at VA residential facilities.

# Janet M Magennis

Committee: Ottawa County Community Mental Health Board

Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

GVSU

\*Degree: *(Only put N/A if not applicable)*

MPA -Master of Public Administration

\*School: *(Only put N/A if not applicable)*

William Paterson College ofNJ

\*Degree: *(Only put N/A if not applicable)*

Communications

## Employment Background

\*Current Employer:

Retired

\*Position:

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

**\*Previous Employer:**

Presbytery of Lake Michigan

**\*Position:**

Stated Clerk (retired)

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Director of Polity operations for 69 regional PC(USA) congregations in West Michigan.  
Prior: Executive Director of the Alzheimer's Association for 7 West MI counties.

## Other Information

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**\*How many years have you lived in Ottawa County?**

39

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

Planning Commission for both City of Holland and then in Park Township after moving in 1997. Current Election Inspector for Park Township.

Elected Board of Education member in Wayne Township NJ 1982-85. Served on Area Agency on Aging/Senior Resources board.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes   ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

As a parent of an adult with Intellectual Disability and mental health issues, we have worked with county and local resources for therapy, services, and medications. As we look ahead to needing residential placement it is important that these needs can be met for our person and others.

# Malaythong Phan

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

Davenport University

\*Degree: *(Only put N/A if not applicable)*

Business Management

\*School: *(Only put N/A if not applicable)*

\*Degree: *(Only put N/A if not applicable)*

## Employment Background

\*Current Employer:

LMCU

\*Position:

Branch Manager

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Responsible for the overall branch functions, operations, production and service of the branch.

**\*Previous Employer:**

**\*Position:**

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

## Other Information

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**\*How many years have you lived in Ottawa County?**

33

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*



I have not had the opportunity to serve on any government boards in the past, I've only served on nonprofit boards. I look forward to having the opportunity to make an impact within the community and county in which I live in.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

\*Why do you want to be considered for this appointment? *(Max length: 1000. Please be as detailed as possible)*

Mental health can be a sensitive and complex subject which needs to be approached with an open mind in order to better understand and support individuals and families. I would be honored to have the opportunity to be a part of this board to help create policies that will make an impact on mental health wellness in Ottawa County.

# Cheryl L Parker

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

Muskegon Business College - 1978

\*Degree: *(Only put N/A if not applicable)*

Associates - Admin. Secretarial Science

\*School: *(Only put N/A if not applicable)*

American Health Information Association - 1987

\*Degree: *(Only put N/A if not applicable)*

Certification - Registered Health Information Tec

## Employment Background

\*Current Employer:

Retired

\*Position:

N/A

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

N/A

**\*Previous Employer:**

Newaygo County Mental Health

**\*Position:**

Officer of Recipient Rights - and subsequently Bc

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

34 year tenure at Newaygo County Mental Health; positions held: Officer of Recipient Rights - 27 years; Quality Improvement Assistant - 5 years; Transcriptionist - 2 years. After retirement in July 2018, served on the NCMH Board for almost one term. Resigned due to moving to Grand Haven, not allowed to be on Board if living out of county. As Officer of Recipient Rights, conducted recipient rights training, education and consultation; site reviews of contracted service sites including adult foster care and hospitals, and complaint investigations.

## Other Information

**\*How many years have you lived in Ottawa County?**

1

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

N/A

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

During employment at NCMH, served on the Consumer Care Committee, Quality Improvement Committee, Behavior Treatment Committee, and was staff liaison to the Newaygo County CMH Recipient Rights Committee. Also served on the RROAM Board - Recipient Rights Officers Association of Michigan After retirement, served on the NCMH Board of Directors for almost one term (moved to Grand Haven which resulted in not being able to continued on the Board).

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☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

N/A

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

Serving the most vulnerable citizens via the Mental Health system and recipient rights has been my passion for many years. As you will note in the attached cover letter and resume, I have extensive experience; and I would very much like to be part of advocacy and service in this venue again.

# Kimberly Rowan

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

University of Wisconsin

\*Degree: *(Only put N/A if not applicable)*

Bachelor of Science - Psychology and Political Science

\*School: *(Only put N/A if not applicable)*

William Mitchell of Law

\*Degree: *(Only put N/A if not applicable)*

Juris Doctor

## Employment Background

\*Current Employer:

The Mueller Law Group, PLLC

\*Position:

Attorney / Owner

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Attorney practicing primarily in Ottawa County Probate Court. I am regularly appointed as attorney to represent vulnerable individuals in civil commitment proceedings and as guardian ad litem and attorney for guardianship / conservatorship matters. I regularly work in matters governed by the mental health code and have a great deal of interaction with consumers of CMH. Further, I am familiar with many employees of CMH as we are often interacting on the same cases together.

I also have a thriving immigration law practice primarily as a litigator in cases based in the Chicago immigration court, regularly representing individuals in removal proceedings and before USCIS.

**\*Previous Employer:**

HannPersinger, PC

**\*Position:**

Attorney

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Attorney supporting the practice of senior partners. Primary areas of practice estate planning, civil litigation, proceedings under the mental health code and immigration.

## Other Information

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**\*How many years have you lived in Ottawa County?**

10

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*



Currently serving as City Council Member, City of Holland. The duties of city council are to review, consider and vote on all matters before the City Council under the Holland Charter.  
Currently serving as Board Member for Ottawa County Bar Association.

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☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

I believe my experience and credentials will be an asset to the Ottawa County Community Mental Health Board. Moreover, I regularly practice law in this area and am familiar with both the consumers and many individuals working for Community Mental Health. I am invested in the success of CMH for my clients and my community at large. I would bring enthusiasm, insight, and my skills of critical thinking and advocacy to this Board.

# Mark Stephenson

Committee: Ottawa County Community Mental Health Board

Seat: Primary Consumer (BC)

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## Education

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\*School: *(Only put N/A if not applicable)*

Calvin Theological Seminary

\*Degree: *(Only put N/A if not applicable)*

M.Div.; Th.M.

\*School: *(Only put N/A if not applicable)*

Calvin College

\*Degree: *(Only put N/A if not applicable)*

B.A.

## Employment Background

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\*Current Employer:

Retired

\*Position:

volunteer

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Board President, Pathways to Promise; Community Trainer and National Trainer Apprentice, Pathways to Promise; elder, council clerk, praise team member for Intersection Ministries; assist green card holders in process of becoming US citizens; assist Afghan refugee family settle in west Michigan; train and teach karate; volunteer for several local non-profits; informal mentor to several people

**\*Previous Employer:**

Christian Reformed denomination

**\*Position:**

Director of Disability Concerns, Race Relations, S

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

supervising staff (sometimes as many as 11); strategic planning; casting vision for the ministries; writing reports on our work; discussing questions and concerns with constituents; fund raising, recruiting, training, and supporting disability advocates; teaching and training in various settings; publicly reporting on the work of the ministries to governing bodies

## Other Information

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**\*How many years have you lived in Ottawa County?**

55

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

Member of several church councils, 26 years  
Board member and President, Pathways to Promise, 18 years  
Chair, Guardian Advisory Council, Harbor House Ministries, 19 years  
Staff support, Christian Reformed Council of Delegates, 3 years  
Staff support, Christian Reformed Committee to Guide and Support Social Justice, 3 years  
Staff support, Christian Reformed Disability Concerns Advisory Committee, 16 years  
Committee member and chair, CRC Classis Holland Executive Team, 9 years  
President, South Olive Christian School Board, 2 years

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes   ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

The number one reason is gratitude, and I want to give back in this direct way. I'm grateful to God, to the governments of Ottawa County, the state of Michigan, and the United States for the supports our 36-year-old daughter with severe, multiple disabilities has received throughout her life. In addition, the work of Community Mental Health is some of the most important work done by the County of Ottawa in supporting people who tend to be pushed to the margins of society and need the supports of many of us in order to live flourishing lives.

# Action Request



**Committee:** Talent and Recruitment Committee

**Meeting Date:** 05/21/2024

**Requesting Department:** Administration

**Submitted By:** Jordan Epperson

**Agenda Item:** Ottawa County Community Mental Health Board

## Suggested Motion:

To place into nomination and forward to the Board of Commissioners the names of (\*Indicates recommendation from the Interview Subcommittee):

Eligible:

\*Steven Savage

Robin Wick

Ineligible:

Paul Duff

Janet Magennis

Malaythong Phan

Cheryl Parker

Kimberly Rowan

Mark Stephenson

and to select one (1) to fill one (1) Primary Consumer vacancy beginning April 1, 2024 and ending March 31, 2027.

## Summary of Request:

Talent and Recruitment makes various recommendations to the Board of Commissioners to finalize appointments to boards and commissions for the county.

## Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

**Action is Related to an Activity Which Is:** ☐ Mandated ☐ Non-Mandated ☐ New Activity

**Action is Related to Strategic Plan:**

Goal:

Objective:

**Administration:** ☒ Recommended ☐ Not Recommended ☐ Without Recommendation  
County Administrator:

Committee/Governing/Advisory Board Approval Date:

# Steven Savage

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

West Ottawa

\*Degree: *(Only put N/A if not applicable)*

High School Diploma

\*School: *(Only put N/A if not applicable)*

NA

\*Degree: *(Only put N/A if not applicable)*

NA

## Employment Background

\*Current Employer:

Not working

\*Position:

n/a

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Disability symptoms prevent work



**\*Previous Employer:**

None

**\*Position:**

N/a

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Disability symptoms prevent work

## Other Information

---

**\*How many years have you lived in Ottawa County?**

47

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

I am currently on the CMHOC board. I am also on the board of drop in center in Holland. I enjoy both of these.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

I would like to help out.

# Robin Wick

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

Holland High School

\*Degree: *(Only put N/A if not applicable)*

High School Diploma

\*School: *(Only put N/A if not applicable)*

NA

\*Degree: *(Only put N/A if not applicable)*

NA

## Employment Background

\*Current Employer:

Meijer

\*Position:

Cashier / Bagger

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

I help people in the checkout process, bag items, clean, return items, and sometimes work at the gas station.

**\*Previous Employer:**

Eldean's Shipyard

**\*Position:**

Garden Maintenance

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Responsible for maintaining the landscaping.

## Other Information

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**\*How many years have you lived in Ottawa County?**

26

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

I assist with the garden planning at my church (Calvary Church on 8th St). In high school I was in student counsel - I was very involved in fundraising.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

\*Why do you want to be considered for this appointment? *(Max length: 1000. Please be as detailed as possible)*

I am involved in services and have first hand experience with what the services are like. I have some ideas of activities and I like to be involved in the different activities provided.

# Paul Kevin Duff

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

Michigan State University

\*Degree: *(Only put N/A if not applicable)*

MSW

\*School: *(Only put N/A if not applicable)*

Grand Valley State Univiersity

\*Degree: *(Only put N/A if not applicable)*

BA

## Employment Background

\*Current Employer:

Mid-State Health Network

\*Position:

Integrated Healthcare Coordinator/Home &Comr

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Please see attached resume.



**\*Previous Employer:**

Lakeshore Regional Entity

**\*Position:**

Utilization Management Coordinator

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Please see attached resume.

## Other Information

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**\*How many years have you lived in Ottawa County?**

9

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

I have not served on any other boards but have presented to various boards in previous positions.

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☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

\*Why do you want to be considered for this appointment? *(Max length: 1000. Please be as detailed as possible)*

By serving on the CMH board I feel I have knowledge and expertise from both work and life experiences that I would be able to draw upon to promote a successful appointment. With my current and past work history I am familiar with CMH services, practices, trends and terminology. I also have a family member who is a disabled wartime veteran who suffers from co-occurring disorders, including PTSD, and has required placements in the past at VA residential facilities.

# Janet M Magennis

Committee: Ottawa County Community Mental Health Board

Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

GVSU

\*Degree: *(Only put N/A if not applicable)*

MPA -Master of Public Administration

\*School: *(Only put N/A if not applicable)*

William Paterson College ofNJ

\*Degree: *(Only put N/A if not applicable)*

Communications

## Employment Background

\*Current Employer:

Retired

\*Position:

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

**\*Previous Employer:**

Presbytery of Lake Michigan

**\*Position:**

Stated Clerk (retired)

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Director of Polity operations for 69 regional PC(USA) congregations in West Michigan.  
Prior: Executive Director of the Alzheimer's Association for 7 West MI counties.

## Other Information

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**\*How many years have you lived in Ottawa County?**

39

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

Planning Commission for both City of Holland and then in Park Township after moving in 1997. Current Election Inspector for Park Township.

Elected Board of Education member in Wayne Township NJ 1982-85. Served on Area Agency on Aging/Senior Resources board.

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☒ Yes   ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

As a parent of an adult with Intellectual Disability and mental health issues, we have worked with county and local resources for therapy, services, and medications. As we look ahead to needing residential placement it is important that these needs can be met for our person and others.

# Malaythong Phan

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

Davenport University

\*Degree: *(Only put N/A if not applicable)*

Business Management

\*School: *(Only put N/A if not applicable)*

\*Degree: *(Only put N/A if not applicable)*

## Employment Background

\*Current Employer:

LMCU

\*Position:

Branch Manager

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Responsible for the overall branch functions, operations, production and service of the branch.



**\*Previous Employer:**

**\*Position:**

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

## Other Information

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**\*How many years have you lived in Ottawa County?**

33

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

I have not had the opportunity to serve on any government boards in the past, I've only served on nonprofit boards. I look forward to having the opportunity to make an impact within the community and county in which I live in.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

Mental health can be a sensitive and complex subject which needs to be approached with an open mind in order to better understand and support individuals and families. I would be honored to have the opportunity to be a part of this board to help create policies that will make an impact on mental health wellness in Ottawa County.

# Cheryl L Parker

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

Muskegon Business College - 1978

\*Degree: *(Only put N/A if not applicable)*

Associates - Admin. Secretarial Science

\*School: *(Only put N/A if not applicable)*

American Health Information Association - 1987

\*Degree: *(Only put N/A if not applicable)*

Certification - Registered Health Information Tec

## Employment Background

\*Current Employer:

Retired

\*Position:

N/A

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

N/A

**\*Previous Employer:**

Newaygo County Mental Health

**\*Position:**

Officer of Recipient Rights - and subsequently Bc

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

34 year tenure at Newaygo County Mental Health; positions held: Officer of Recipient Rights - 27 years; Quality Improvement Assistant - 5 years; Transcriptionist - 2 years. After retirement in July 2018, served on the NCMH Board for almost one term. Resigned due to moving to Grand Haven, not allowed to be on Board if living out of county. As Officer of Recipient Rights, conducted recipient rights training, education and consultation; site reviews of contracted service sites including adult foster care and hospitals, and complaint investigations.

## Other Information

**\*How many years have you lived in Ottawa County?**

1

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

N/A

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

During employment at NCMH, served on the Consumer Care Committee, Quality Improvement Committee, Behavior Treatment Committee, and was staff liaison to the Newaygo County CMH Recipient Rights Committee. Also served on the RROAM Board - Recipient Rights Officers Association of Michigan After retirement, served on the NCMH Board of Directors for almost one term (moved to Grand Haven which resulted in not being able to continued on the Board).

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

N/A

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

Serving the most vulnerable citizens via the Mental Health system and recipient rights has been my passion for many years. As you will note in the attached cover letter and resume, I have extensive experience; and I would very much like to be part of advocacy and service in this venue again.

# Kimberly Rowan

Committee: Ottawa County Community Mental Health Board  
Seat: Primary Consumer (BC)

## Education

\*School: *(Only put N/A if not applicable)*

University of Wisconsin

\*Degree: *(Only put N/A if not applicable)*

Bachelor of Science - Psychology and Political Science

\*School: *(Only put N/A if not applicable)*

William Mitchell of Law

\*Degree: *(Only put N/A if not applicable)*

Juris Doctor

## Employment Background

\*Current Employer:

The Mueller Law Group, PLLC

\*Position:

Attorney / Owner

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Attorney practicing primarily in Ottawa County Probate Court. I am regularly appointed as attorney to represent vulnerable individuals in civil commitment proceedings and as guardian ad litem and attorney for guardianship / conservatorship matters. I regularly work in matters governed by the mental health code and have a great deal of interaction with consumers of CMH. Further, I am familiar with many employees of CMH as we are often interacting on the same cases together.

I also have a thriving immigration law practice primarily as a litigator in cases based in the Chicago immigration court, regularly representing individuals in removal proceedings and before USCIS.



**\*Previous Employer:**

HannPersinger, PC

**\*Position:**

Attorney

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Attorney supporting the practice of senior partners. Primary areas of practice estate planning, civil litigation, proceedings under the mental health code and immigration.

## Other Information

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**\*How many years have you lived in Ottawa County?**

10

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

Currently serving as City Council Member, City of Holland. The duties of city council are to review, consider and vote on all matters before the City Council under the Holland Charter.  
Currently serving as Board Member for Ottawa County Bar Association.

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

I believe my experience and credentials will be an asset to the Ottawa County Community Mental Health Board. Moreover, I regularly practice law in this area and am familiar with both the consumers and many individuals working for Community Mental Health. I am invested in the success of CMH for my clients and my community at large. I would bring enthusiasm, insight, and my skills of critical thinking and advocacy to this Board.

# Mark Stephenson

Committee: Ottawa County Community Mental Health Board

Seat: Primary Consumer (BC)

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## Education

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\*School: *(Only put N/A if not applicable)*

Calvin Theological Seminary

\*Degree: *(Only put N/A if not applicable)*

M.Div.; Th.M.

\*School: *(Only put N/A if not applicable)*

Calvin College

\*Degree: *(Only put N/A if not applicable)*

B.A.

## Employment Background

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\*Current Employer:

Retired

\*Position:

volunteer

\*Responsibilities: *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

Board President, Pathways to Promise; Community Trainer and National Trainer Apprentice, Pathways to Promise; elder, council clerk, praise team member for Intersection Ministries; assist green card holders in process of becoming US citizens; assist Afghan refugee family settle in west Michigan; train and teach karate; volunteer for several local non-profits; informal mentor to several people

**\*Previous Employer:**

Christian Reformed denomination

**\*Position:**

Director of Disability Concerns, Race Relations, S

**\*Responsibilities:** *(Max length: 1000. Do not answer "See Resume" here. Please complete to best of ability)*

supervising staff (sometimes as many as 11); strategic planning; casting vision for the ministries; writing reports on our work; discussing questions and concerns with constituents; fund raising, recruiting, training, and supporting disability advocates; teaching and training in various settings; publicly reporting on the work of the ministries to governing bodies

## Other Information

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**\*How many years have you lived in Ottawa County?**

55

**Are any of your family members currently employed by the County of Ottawa or any other unit of government?**

☐ Yes ☒ No

**If yes, please describe:** *Max length: 500*

**\*What is your past experience in serving on government boards, or the boards of civic and other similar organizations?** *(Max length: 1000. Please be as detailed as possible)*

Member of several church councils, 26 years  
Board member and President, Pathways to Promise, 18 years  
Chair, Guardian Advisory Council, Harbor House Ministries, 19 years  
Staff support, Christian Reformed Council of Delegates, 3 years  
Staff support, Christian Reformed Committee to Guide and Support Social Justice, 3 years  
Staff support, Christian Reformed Disability Concerns Advisory Committee, 16 years  
Committee member and chair, CRC Classis Holland Executive Team, 9 years  
President, South Olive Christian School Board, 2 years

The **Ottawa County Appointment Policy** sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance?

☒ Yes   ☐ No

If no, please explain. *Max length: 1000.*

**\*Why do you want to be considered for this appointment? (*Max length: 1000. Please be as detailed as possible*)**

The number one reason is gratitude, and I want to give back in this direct way. I'm grateful to God, to the governments of Ottawa County, the state of Michigan, and the United States for the supports our 36-year-old daughter with severe, multiple disabilities has received throughout her life. In addition, the work of Community Mental Health is some of the most important work done by the County of Ottawa in supporting people who tend to be pushed to the margins of society and need the supports of many of us in order to live flourishing lives.

# Action Request



**Committee:** Talent and Recruitment Committee

**Meeting Date:** 05/21/2024

**Requesting Department:** Administration

**Submitted By:** Jordan Epperson

**Agenda Item:** Ottawa County Community Action Agency Advisory Board

## Suggested Motion:

To place into nomination and forward to the Board of Commissioners the names of (\*indicates recommendation from the CAA Advisory Board/Director):

\*Kate Chrisman

\*Rachelle Gelder

and to select two (2) to fill two (2) Consumer Sector vacancies beginning May 15, 2024 and ending May 15, 2027.

## Summary of Request:

Talent and Recruitment makes various recommendations to the Board of Commissioners to finalize appointments to boards and commissions for the county.

## Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

**Action is Related to an Activity Which Is:** ☐ Mandated ☐ Non-Mandated ☐ New Activity

**Action is Related to Strategic Plan:**

Goal:

Objective:

**Administration:** ☒ Recommended ☐ Not Recommended ☐ Without Recommendation  
County Administrator:

Committee/Governing/Advisory Board Approval Date:





May 15, 2024

Madam Chair:

It is my pleasure to write this letter of recommendation for Kate Chrisman.

Kate currently lives in Grandville, however, works in Holland at Building Men for Life, Inc. Kate serves as a part-time accountant at her current employer and previously worked for 3 years at the Zeeland Board of Public Works.

Regarding her desire to be on the OCCAA Advisory Board, Kate wrote the following:

*"As a passionate and adaptable professional dedicated to fostering meaningful connections and driving positive change, I am excited to introduce myself as a potential candidate for the board. With a diverse background in government and non-profit accounting, leadership, community engagement, and advocacy, I bring a unique blend of skills and experiences that align with the mission of OCCAA. Furthermore, my Gallup Strengths, including Achiever, Learner, Strategic, Communication, and Input, underscore my dedication to continuous improvement, strategic thinking, and effective communication. I am driven by a desire to make a meaningful impact and am eager to leverage my skills and experiences to contribute to the success of OCCAA."*

Kate's experience in the utility field, in addition to her work in finance would be incredibly beneficial to the OCCAA Advisory Board. Kate is also a strong advocate for those with mental health, trauma, and substance use disorders. She has the desire to make meaningful impacts in the community and would be a tremendous asset to the Advisory Board. Kate brings both personal and professional insight that would move the board in a positive direction.

Regards,

Jennifer Brozowski  
Program Director



May 15, 2024

Madam Chair:

It is my pleasure to write this letter of recommendation for Rachelle Gelder.

Rachelle currently lives in Hudsonville and works at Jenison Public Schools as an administrative assistant for the Parent Liaison Program, as well as the district's sole DHHS Navigator.

Regarding her desire to be on the OCCAA Advisory Board, Rachelle wrote the following:

*"It is my desire to represent the families on the East side of Ottawa County and advocate for positive change that enhances the security and sustainability of all residents. Together, we can work towards a future where every individual and family in our community has the support and resources they need to thrive."*

Rachelle's experience in the schools and with MDHHS will be instrumental for the OCCAA Board. The navigation of the complex MDHHS resources is something that OCCAA strives to better understand. In addition, representation from the public school system would be very advantageous. According to OCCAA's most recent Advisory Board survey, it was identified that more connection is needed in the school systems. Rachelle's experience will be a natural fit and would be honored to have her on our board.

Regards,

Jennifer Brozowski  
Program Director