

The Lapeer County Community Mental Health Full Service Board met on Thursday, December 7, 2023 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

Mary Linn Voss
Kay Morris
Donna Shelton
Catherine Bostick
Brad Haggadone
Lori Curtiss
Jerry Webb
Truman Mast
Cheryl Howell
Ronald Barnard
Tom Kohlman
Laird Kellie

Lauren Emmons – CEO
Brooke Sankiewicz – CCO
Emma McQuillan – CFO
Larry Smith – Financial Consultant
Mandi Brace – Executive Secretary/recorder

Absent: None.

Guests:

Aaron McIntosh - Outpatient Services Supervisor
Lisa Jolly – Recipient Rights Director
Todd Anglebrandt - SUD Services Supervisor
Andrea Casler – Stepping Stone Supervisor
Travis Herr - Autism Supervisor
Taylor Volpe – Triage Supervisor

Call to Order: The meeting was called to order by Chairperson Bostick at 5:30 p.m. The tag line was recited and roll was called.

Public Time: None.

Changes to the Agenda: None.

Presentations:

- A. Aaron McIntosh - Outpatient Services Annual Report
- B. Lisa Jolly – Recipient Rights Annual Report

- C. Todd Anglebrandt - SUD Services Annual Report
- D. Andrea Casler – Stepping Stone Annual Report
- E. Travis Herr - Autism Annual Report

Personnel Report:

- A. Staffing Report: November 2023

Approval of Meeting Minutes:

- A. Full Service Board Meeting Minutes: November 16, 2023
1223-001: Motion was made by B. Haggadone seconded by J. Webb to approve the November 16, 2023 Full Service Board Meeting Minutes. All in favor. Motion carried unanimously.

Action Items:

- A. Write-off of client accounts in the amount of \$264.80
1223-002: Motion was made by L. Curtiss seconded by L. Kellie to approve the write-off of client accounts in the amount of \$264.80. All in favor. Motion carried unanimously.
- B. Posting of 2024 Meeting Schedule
1223-003: Motion was made by L. Curtiss seconded by K. Morris to approve the posting of 2024 Meeting Schedule with the addition of the CMH address. All in favor. Motion carried unanimously.
- C. Approve a 4% wage adjustment for the following groups/individuals:
 - CMH non-union employees, CMH union employees, CMA Contractual Staff, Null Corps. (Arthur Williams), Physicians, Nurse Practitioners and the CMH CEO.1223-004: Motion was made by L. Curtiss seconded by T. Kohlman to approve a 4% wage adjustment for all CMH non-union employees, CMH union employees, CMA Contractual Staff, Null Corps. (Arthur Williams), Physicians, Nurse Practitioners and the CMH CEO. All in favor. Motion carried unanimously.
- D. Approve the Behavioral Health Care Support contract with Sanilac County Health Department
1223-005: Motion was made by K. Morris seconded by C. Howell to approve the Behavioral Health Care Support contract with Sanilac County Health Department. All in favor. Motion carried unanimously.
- E. Approve quote to complete construction on Office A-144 and A-147 in the amount of \$7,500.00
1223-006: Motion was made by C. Howell seconded by L. Kellie to approve the quote to complete construction on Office A-144 and A-147 in the amount of \$7,500.00. All in favor. Motion carried unanimously.

Discussion Items:

- A. Boardroom furniture: Reviewed proposed furniture for the board room.
1223-007: Motion was made by L. Kellie seconded by C. Howell to approve the request to replace the board room furniture at a cost up to \$4,750.00. All in favor. Motion carried unanimously.
- B. Maple Grove Security: A proposal was discussed to enhance security of the Maple Grove building by either adding a buzzer to enter the building or to add a video intercom with the capability of viewing and speaking to those requesting to enter the building.
1223-008: Motion was made by L. Curtiss seconded by J. Webb to approve the request to add security release buttons to the Stepping Stone and Children's doors at Maple Grove at a cost of \$3,811.26. All in favor. Motion carried unanimously.

CEO Report:

- December 15th is the staff holiday party. Lunch is being held at the Elba Township Hall. Each department will be doing team building activities in the afternoon.
- The agency was able to recruit a new full-time nurse practitioner to the staff.
- Lisa Ruddy is beginning to prepare for the June CARF recertification.
- CMH is taking the lead on the opioid task force.

Committee Reports:

- A. Citizens Advisory Council: Meeting minutes attached.
- Action: Reappoint committee members.
1223-009: Motion was made by C. Howell seconded by B. Haggadone to reappoint Amanda Briseno, Mike Trickel and Abe Johnson to the Citizen's Advisory Council. All in favor. Motion carried unanimously.
- B. Health & Safety Committee: Meeting minutes attached.
- C. Recipient Rights Advisory Committee: Meeting minutes attached.
- D. Harmony Hall Advisory Committee: Meeting minutes attached.
- E. Golden Arrow: Meeting minutes attached.
- F. Trauma Committee: N/A

Closed session: To review and consider the contents of an application for employment.

1223-010: Motion was made by K. Morrise seconded by J. Webb to go into closed session at 6:20 pm to review and consider the contents of an application for employment. All in favor. Motion carried unanimously.

Return from closed session at 6:52 pm.

1223-011: Motion was made by L. Curtiss seconded by C. Howell to provide a resolution of services to acknowledge the retirement of Lauren Emmons, Larry Smith and Inder Abrol. All in favor. Motion carried unanimously.

Informational/Correspondence:

- A. December Calendar

Adjourn: L. Curtiss motioned to adjourn at 7:02 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Executive Secretary/recorder

Approved by: Kay Morrise

K. Morris, Secretary of the Board

