

The Lapeer County Community Mental Health Full Service Board met on Thursday, February 23, 2023 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

Mary Linn Voss
Kay Morris
Laird Kellie
Donna Shelton
Rex Ziebarth
Catherine Bostick
Brad Haggadone
Lori Curtiss
Truman Mast
Jerry Webb

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

Absent:

Ronald Barnard
Tom Kohlman

Guests:

Michelle Gould-Rice – Quality Improvement Supervisor
Lisa Ruddy – Quality Improvement Coordinator

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:

- The board expressed condolences to Larry Smith for the loss of his son.

Changes to the Agenda: None.

Presentations:

- A. Lisa Ruddy – FY22 Quality Council Annual Report
- B. Lisa Ruddy – 1st Quarter QI Plan
0223-001: Motion was made by M. Voss seconded by R. Ziebarth to approve the 1st Quarter QI Plan.
All in favor. Motion carried unanimously.
- C. Lauren Emmons – State of the Agency

Personnel Report:

- A. Staffing Report: February 2022

Finance:

- A. Expenditures List: January 2023
0223-002: Motion was made by L. Curtiss seconded by L. Kellie to approve the January 2023 Expenditures. All in favor. Motion carried unanimously.
- B. Balance Sheet: January 2023
0223-003: Motion was made by M. Voss seconded by K. Morris to approve the January 2023 Balance Sheet. All in favor. Motion carried unanimously.
- C. General Ledger (Revenue/Expenses): January 2023
0223-004: Motion was made by R. Ziebarth seconded by B. Haggadone to approve the January 2023 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: January 2023 Payroll
- For information.

Consent Agenda:

- A. Full Service Board Meeting Minutes: January 2023
- B. Committee of the Whole Meeting Minutes: February 2023
CW0223-001: Motion was made by M. Voss seconded by B. Haggadone to approve the changes to the agenda. All in favor. Motion carried unanimously.
CW0223-002: Motion was made by L. Kellie seconded by R. Barnard to approve the request to purchase a new ice machine for Harmony Hall not to exceed \$2,710 plus shipping costs. All in favor. Motion carried unanimously.
CW0223-003: Motion was made by K. Morris seconded by J. Webb to approve the write off of client accounts in the amount of \$289.00. All in favor. Motion carried unanimously.
CW0223-004: Motion was made by R. Barnard seconded by L. Kellie to endorse Wes Smith for the Jim Newbocker Media Award. All in favor. Motion carried unanimously.

0223-005: Motion was made by R. Ziebarth seconded by L. Curtiss to approve the Consent Agenda which includes the meeting minutes from the January 2023 Full Service Board meeting and the February Committee of the Whole meeting. All in favor. Motion carried unanimously.

Action Items:

- A. Standards Committee: Recommend approval of the policy revisions referenced in the attached minutes dated February 14, 2023
0223-006: Motion was made by K. Morris seconded by B. Haggadone to approve the policy revisions referenced in the attached minutes dated February 14, 2023. All in favor. Motion carried unanimously.
- B. Approval of the Square 9 Softworks upgrade in the amount of \$19,065.45
0223-007: Motion was made by R. Ziebarth seconded by J. Webb to approve the Square 9 Softworks upgrade in the amount of \$19,065.45. All in favor. Motion carried unanimously.
- C. Approval of 50th Celebration budget not to exceed \$5,000.00
0223-008: Motion was made by R. Ziebarth seconded by L. Kellie to approve the 50th Celebration budget not to exceed \$4,679.00. All in favor. Motion carried unanimously.
- D. Approval of IDDT Group room renovations not to exceed \$25,980.00

0223-009: Motion was made by K. Morris seconded by R. Ziebarth to approve the IDDT Group room renovations not to exceed \$25,980.00 pending review of three bids. All in favor. Motion carried unanimously.

Discussion Items:

- A. Feedback from CMHA conference: R. Ziebarth, C. Bostick and J. Webb reported on the sessions attended at the CMHAM Conference.

Region 10 Update:

- L. Curtiss reports there was not a quorum at the last meeting due to the weather. It is hopeful they will be moving into their new building by June 1. Wayne Strandberg is not interested in being reappointed to the Region 10 board. Any referrals for the Region 10 board can apply to Region 10.

Committee Reports:

- A. Citizens Advisory Council: Meeting schedule for next week.
- B. Health & Safety Committee: No meeting held.
- 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: Meeting minutes attached.

CEO Report:

- A. Monthly Report: No report this month due to the State of the Agency report.

Informational:

- A. Administrative Reports: N/A
- B. Correspondence: N/A

Adjourn: R. Ziebarth motioned to adjourn at 7:25 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Executive Secretary/recorder

Approved by: K. Morris

K. Morris, Secretary of the Board