



FULL SERVICE BOARD
February 20, 2025 / 5:30 p.m.
Meeting Minutes

Public Hearing (before official Board Meeting): Tabitha Welch presented the annual Needs Assessment data.

The Lapeer County Community Mental Health Full Service Board met on Thursday, February 20, 2025 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

Kay Morris
Jerry Webb
Lori Curtiss
Donna Shelton
Rex Ziebarth
Brad Haggadone
Christina Russell
Greg Wise
Catherine Bostick
Cheryl Howell

Brooke Sankiewicz – CEO
Laura Moore – CCO
Emma McQuillan – CFO
Mandi Brace – Support Services Manager/recorder

Absent:

Mary Linn Voss

Guests:

Lisa Ruddy, Quality Improvement Supervisor
Tabitha Welch, CCBHC Project Director
Lacey Klimek, Accounting and Billing Supervisor

Call to Order: The meeting was called to order by Chairperson Bostick at 5:55 p.m. The tag line was recited and roll was called.

Public Time: No members of the public were in attendance or spoke during public time.

Changes to the Agenda: None.

Presentations:

- A. Lisa Ruddy – FY25 1st Qtr QI Plan
0225-007: Motion was made by L. Curtiss seconded by J. Webb to approve the FY25 1st Qtr QI Plan. All in favor. Motion carried unanimously.

- B.** Lisa Ruddy - FY24 Quality Council Annual Report and Executive Summary
0225-008: Motion was made by B. Haggadone seconded by J. Webb to approve the FY24 Quality Council Annual Report and Executive Summary. All in favor. Motion carried unanimously.

Finance:

- A.** Expenditures List: January 2025
0225-009: Motion was made by B. Haggadone seconded by J. Webb to approve the January 2025 Expenditures. All in favor. Motion carried unanimously.
- B.** Finance Report (Revenue/Expenses): December 2024
0225-010: Motion was made by K. Morris seconded by C. Howell to approve the December 2024 Finance Report. All in favor. Motion carried unanimously.

Approval of Meeting Minutes:

- A.** February 6, 2025 Full Service Board Meeting Minutes
0225-011: Motion was made by G. Wise seconded by R. Ziebarth to approve the February 6, 2025 Full Service Board Meeting Minutes. All in favor. Motion carried unanimously.

Action Items:

- A.** Approve person served account write offs in the amount of \$538.95
0225-012: Motion was made by R. Ziebarth seconded by J. Webb to approve the person served account write offs in the amount of \$538.95. All in favor. Motion carried unanimously.
- B.** Approve the request to purchase a 2025 Dodge Durango in the amount of \$38,979.00
0225-013: Motion was made by B. Haggadone seconded by R. Ziebarth to approve the request to purchase a 2025 Dodge Durango in the amount of \$38,979.00. All in favor. Motion carried unanimously.
- C.** Approve the reclassification of position #401 and #382 from full-time RBT pay grade 15 to full-time ABA Technicians pay grade 14
0225-014: Motion was made by L. Curtiss seconded by R. Ziebarth to approve the reclassification of position #401 and #382 from full-time RBT pay grade 15 to full-time ABA Technicians pay grade 14. All in favor. Motion carried unanimously.
- D.** Approval of the Non-Subscription Contract List dated February 20, 2025
0225-015: Motion was made by R. Ziebarth seconded by C. Howell to approve the Non-Subscription Contract List dated February 20, 2025. All in favor. Motion carried unanimously.

Discussion Items:

- C. Bostick thanked the board members for completing the CEO Evaluations. It was a good turnout rate.

CEO Report:

- The Children's Department move to the Health Department started Wednesday this week and should be completed tomorrow.

Informational/Correspondence:

- A.** March Calendar
- B.** January 2025 Payroll
- C.** December 2024 Balance Sheet

Adjourn: B. Haggadone motioned to adjourn at 6:51 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board