

FULL SERVICE BOARD

July 17, 2025 / 5:30 p.m.

Meeting Minutes

The Lapeer County Community Mental Health Full Service Board met on Thursday, July 17, 2025 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

Kay Morris
Jerry Webb
Lori Curtiss
Christina Russell
Greg Wise excused at 6:29 pm.
Catherine Bostick
Mary Linn Voss
Mark Bachman
Cheryl Howell
Brad Haggadone
Donna Shelton

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

Absent:

Rex Ziebarth

Guests:

Lacey Klimek – Finance and Billing Supervisor
Rebecca Brown – Quality Analyst
Tabitha Welch – CCBHC Director

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

Changes to the Agenda: None.

Presentations:

- A. Tabitha Welch - FY25 Focus Group Summary
- B. Rebecca Brown - FY25 Accessibility Survey Results

Finance:

- A. Expenditures List: June 2025

0725-001: Motion was made by B. Haggadone seconded by C. Howell to approve the June 2025 Expenditures. All in favor. Motion carried unanimously.

B. Finance Report (Revenue/Expenses): May 2025

0725-002: Motion was made by C. Russell seconded by C. Howell to approve the May 2025 Finance Report. All in favor. Motion carried unanimously.

Personnel Report:

A. Staffing Report: June 2025

Approval of Meeting Minutes:

A. June 19, 2025 Full Service Board Meeting Minutes

0725-003: Motion was made by C. Howell seconded by B. Haggadone to approve the June 19, 2025 Full Service Board Meeting Minutes with the change to motion #0625-009 to Motion was made by C. Howell seconded by G. Wise to approve the changes to the agenda. All in favor. Motion carried unanimously.

Action Items:

A. Approve the transfer of \$126,876.67, representing the third of the three installments toward the annual allocation of \$380,630.00 from CMH appropriations to CMH expenditure

0725-004: Motion was made by K. Morris seconded by J. Webb to approve the transfer of \$126,876.67, representing the third of the three installments toward the annual allocation of \$380,630.00 from CMH appropriations to CMH expenditure. All in favor. Motion carried unanimously.

B. Approve the write off of person served accounts in the amount of \$977.74

0725-005: Motion was made by L. Curtiss seconded by J. Webb to approve the write off of person served accounts in the amount of \$977.74. All in favor. Motion carried unanimously.

C. Approve the request of charter bus services from Blue Lakes Motor Coach at a cost of \$1445 for the Walk A Mile in My Shoes Rally in Lansing on September 17, 2025

0725-006: Motion was made by B. Haggadone seconded by L. Curtiss to approve the request of charter bus services from Blue Lakes Motor Coach at a cost of \$1445.00 for the Walk A Mile in My Shoes Rally in Lansing on September 17, 2025. All in favor. Motion carried unanimously.

D. Approve the FY26 Non-Subscription Contract List

0725-007: Motion was made by B. Haggadone seconded by C. Russell to approve the FY26 Non-Subscription Contract List. All in favor. Motion carried unanimously.

E. Approve the purchase of Windows Server 2025, Windows Server software (2 licenses), with 215 Client Access Licenses (CALs) at a cost of \$15,600.15

0725-008: Motion was made by G. Wise seconded by K. Morris to approve the purchase of Windows Server 2025, Windows Server software (2 licenses), with 215 Client Access Licenses (CALs) at a cost of \$15,600.15. All in favor. Motion carried unanimously.

Discussion Items: None.

CEO Report:

- The County CMH survey results are included in the packet under information. We also received results broken down by department if four or more staff completed the survey within the department.

Some of the questions were hard to determine whether they were referring to CMH or the county as a whole.

- Supervisors of each department submitted their needs for the fiscal year, rather than reporting them in their annual report. Executive team met to review. Supervisors will be notified of the outcome.
- GPSs have been installed on all county cars. Building and Grounds Director is working on the software and will be providing it to department heads when he has a better understanding of it and can train on the usage.
- St Clair hosted a Legislative breakfast on the 14th. There was a good turn out from audience members and political figures including; State Senator Veronica Klinefelt, State Senator Dan Lauwers, Rep Greg Alexander, Rep Jay DeBoyer, Rep Jaime Greene, Rep Joseph Pavlov, Rep Mai Xiong, and representative on behalf of Senator Gary Peters, US Representative Lisa McCain office. Brooke spoke on the issues specifically on the effects this would have to Lapeer County. Rep Jaime Greene noted they have not been provided with all these details during the Oversight Committee. We did receive notification following the meeting that the procurement directive has not come from CMS.

Richard Carpenter has proposed a plan to develop an entity that qualifies for the application process since all current PIHPs are not able to. His plan would include all those agencies a part of the central region. He would want to develop a public/private Partnership that would be at a lower cost than a healthcare plan or private none profit agency. Part of the cost charged to the services would be for administrative and part of the private gross revenue would go to lobbying. Richard has been in contact with all 33 CEO's in this central region and are asking for next steps. Richard has created a draft of ByLaws.

- All three proposal from the architects for the MDHHS building should be back next week. Brooke can then take the to building and grounds to put out the RFP.
- Reminder: The board governance training is being hosted on July 31st at St. Clair. Please e-mail Mandi or Brooke if you are interested in attending.

CCO Report:

- The DBT MiFast review was received back this week. It was not as good as hoped. Laura has met with the DBT supervisor and believes the score can be significantly increased by next year.
- Tomorrow is the last day to buy your ticket for the Harmony Hall Ball.

Region 10 Update:

- Next board meeting is tomorrow and next week on Tuesday is a Strategic planning meeting and discussion about the future of Region 10.

Committee Reports:

- A. Citizens Advisory Council: Meeting minutes attached.
- B. Health & Safety Committee: No meeting held in June.
- C. Recipient Rights Advisory Committee: Meeting minutes attached.
- D. Harmony Hall Advisory Committee: No meeting held in June.
- E. Golden Arrow: Meeting minutes attached.
- F. Trauma Committee: Meeting minutes attached.
- G. Standards Committee: No meeting held in June.

Informational/Correspondence:

- A. June 2025 Payroll
- B. May 2024 Balance Sheet
- C. CMH Employee Survey Results

Adjourn: B. Haggadone motioned to adjourn at 6:43 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board