

The Lapeer County Community Mental Health Full Service Board met on Thursday, November 16, 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:

Brian Schmitt - Harmony Hall Supervisor
Laura Moore - ACT Supervisor
Lisa Ruddy - Quality Improvement Supervisor
Tabitha Welch - CCBHC Director
Mary Bechill

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:

- One member of the public spoke during public time.

Changes to the Agenda:

- 8.D Room set up
1123-008: Motion was made by B. Haggadone seconded by L. Curtiss to approve the changes to the agenda. All in favor. Motion carried unanimously.

Presentations:

- A. Brian Schmitt - Harmony Hall Annual Report
- B. Laura Moore - ACT Annual Report
- C. Laura Moore - Cultural Committee
- D. Lisa Ruddy - 4th Qtr FY23 Quality Improvement Plan
1123-009: Motion was made by M. Voss seconded by L. Kellie to approve the 4th Qtr FY23 Quality Improvement Plan. All in favor. Motion carried unanimously.
- E. Lisa Ruddy - FY24 Corporate Compliance Plan
1123-010: Motion was made by B. Haggadone seconded by J. Webb to approve the FY24 Corporate Compliance Plan. All in favor. Motion carried unanimously.
- F. Tabitha Welch - CCBHC 4th Qtr Grant Update

Finance:

- A. Expenditures List: October 2023
1123-011: Motion was made by K. Morris seconded by T. Kohlman to approve the October 2023 Expenditures. All in favor. Motion carried unanimously.
- B. Balance Sheet: September 2023
1123-012: Motion was made by L. Curtiss seconded by L. Kellie to approve September 2023 Balance Sheet. All in favor. Motion carried unanimously.
- C. General Ledger (Revenue/Expenses): September 2023
1123-013: Motion was made by C. Howell seconded by L. Kellie to approve the September 2023 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: October 2023 Payroll
 - For information only.

Approval of Meeting Minutes:

- A. November 2, 2023 Full Service Board Meeting Minutes
1123-014: Motion was made by B. Haggadone seconded by T. Kohlman to approve the Full Service Board Meeting Minutes from November 2, 2023. All in favor. Motion carried unanimously.

Action Items:

- A. Standards Committee: Recommend approval of the policy revisions referenced in the attached minutes dated November 14, 2023
1123-015: Motion was made by K. Morris seconded by L. Kellie to approve the policy revisions referenced in the attached minutes dated November 14, 2023. All in favor. Motion carried unanimously.
 - B. Haggadone was excused at 6:44 pm.
- B. Recipient Rights Committee: Recommend the hiring of an additional Recipient Rights Officer (BA Professional, paygrade 18) to support and expand the Recipient Rights protection activities provided at the agency.
 - T. Kohlman was excused at 6:50 pm.
1123-016: Motion was made by M. Voss seconded by D. Shelton to approve the hiring of an additional Recipient Rights Officer (BA Professional, paygrade 18) to support and expand the Recipient Rights protection activities provided at the agency. All in favor. Motion carried unanimously.

- C. Request to pay a special assessment of \$5,000.00 to CMHA for the purpose of joining the CCBHC consultation service/center
1123-017: Motion was made by L. Curtiss seconded by J. Webb to approve the request to pay a special assessment of \$5,000.00 to CMHA for the purpose of joining the CCBHC consultation service/center. All in favor. Motion carried unanimously.

Discussion Items:

- A. Adding an additional December meeting
1123-018: Motion was made by K. Morris seconded by J. Webb to add an additional Full Board meeting on December 21st 2023. All in favor. Motion carried unanimously.
- B. Selection Criteria: The CEO search committee met and determined the categories on which the would be screening and rating the applicants. The categories were presented to the entire board and the board was in agreement.
1123-019: Motion was made by D. Shelton seconded by J. Webb to approve the selection criteria as presented. All in favor. Motion carried unanimously.
- C. CEO Search Timetable: The CEO search committee met and created a timeline of meetings to be held for the CEO search. The timeline was reviewed with the entire board.
1123-020: Motion was made by R. Barnard seconded by L. Curtiss to approve the CEO Search Timetable removing the word selection from the notes on the January 18th meeting. All in favor. Motion carried unanimously.
- D. Room set up: The board likes the U shape set-up and would like to move forward with looking at new furniture options.

CEO Report:

- Open enrollment wrapped up this week. The county is going with HAP for the next year.
- The county approved 4% pay increases for all non-union and union county employees at the Committee of the Whole.

Region 10 Update:

- Approved a new contract with an audit company.
- Approved a new communicable disease policy and the Corporate Compliance Plan.
- The Board Retreat is tomorrow at the Lapeer Country Club.

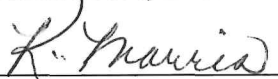
Informational/Correspondence:

- A. Vet to Vet Support Group

Adjourn: D. Shelton motioned to adjourn at 7:24 pm.

Respectfully submitted,

Prepared by: 
Mandi Brace, Executive Secretary/recorder

Approved by: 
K. Morris, Secretary of the Board