

**FULL SERVICE BOARD  
November 20, 2025 / 5:30 p.m.  
LCCMH Board Room  
Meeting Minutes**

**Present:**

Kay Morris  
Christina Russell  
Greg Wise  
Donna Shelton  
Brad Haggadone  
Mark Bachman  
Lori Curtiss  
Cheryl Howell  
Jerry Webb  
Mary Linn Voss

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

**Absent:**

Catherine Bostick

**Guests:**

Lisa Ruddy, Quality Improvement Supervisor  
Tabitha Welch, CCBHC Director

**Call to Order:** The meeting was called to order by Vice Chairperson Haggadone 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:**

**Presentations:**

- A. Tabitha Welch – 4<sup>th</sup> Qtr FY25 CCBHC Update
- B. Lisa Ruddy – FY25 Customer Satisfaction Survey
- C. Lisa Ruddy – 4<sup>th</sup> Qtr FY25 Quality Improvement Report  
1125-006: Motion was made by L. Curtiss seconded by C. Russell to approve the 4<sup>th</sup> Qtr FY25 Quality Improvement Report. All in favor. Motion carried unanimously.

**Finance:**

- A. Expenditures List: October 2025

1125-007: Motion was made by L. Curtiss seconded by C. Howell to approve the October 2025 Expenditures. All in favor. Motion carried unanimously.

**Approval of Meeting Minutes:**

**A. November 6, 2025 Full Service Board Meeting Minutes**

1125-008: Motion was made by M. Bachman seconded by J. Webb to approve the November 6, 2025 Full Service Board Meeting Minutes. All in favor. Motion carried unanimously.

**Action Items:**

**A. Approve the proposed changes to the FY26 Quality Improvement Plan**

1125-009: Motion was made by C. Howell seconded by K. Morris to approve the proposed changes to the FY26 Quality Improvement Plan. All in favor. Motion carried unanimously.

**Discussion Items:** None.

**CEO Report:**

- The hearing date and location has been set for the procurement lawsuit. The hearing has been scheduled for two dates as the judge would like to integrate two cases into a single hearing. Both cases are initiated by the MDHHS bid out. The hearing will be in Lansing on December 8<sup>th</sup> and 9<sup>th</sup>. An update has been provided to the Board of Commissioners.
- We have begun to refer to the MDHHS building as the West Building. There were about twelve contractors there yesterday to walk the space and ask questions. The bids will be reviewed at the December 11<sup>th</sup> properties committee meeting. MDHHS has a moving date of December 15<sup>th</sup>.

**Informational/Correspondence:**

- A. December Calendar**
- B. October 2025 Payroll**

**Adjourn:** L. Curtiss motioned to adjourn at 6:04 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board