

The Lapeer County Community Mental Health Full Service Board met on Thursday, November 2, 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

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

Absent:

Cheryl Howell
Ronald Barnard
Tom Kohlman
Laird Kellie

Guests:

Sarah Whitehead - Nursing Supervisor
Stephanie Rudow - Co-Occurring Services Supervisor
Kristen Schank - Data Management Coordinator
Sandy Koyl – IT and Data Management Supervisor
Laura Moore - ACTP Supervisor
Lisa Ruddy - Quality Improvement Supervisor
Jackie Shillinger - Quality Improvement Coordinator
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: None.

Presentations:

- A. Sarah Whitehead - Nursing Services Annual Report
- B. Brooke Sankiewicz - Veteran's Services Annual Report
- C. Stephanie Rudow - Co-Occurring Services Annual Report
- D. Kristen Schank - Data Annual Report
- E. Sandy Koyl - IT Annual Report

Personnel Report:

- A. Staffing Report: October 2023

Approval of Meeting Minutes:

- A. Full Service Board Meeting Minutes: October 19, 2023
1123-001: Motion was made by M. Voss seconded by J. Webb to approve the October 19, 2023 Full Service Board Meeting Minutes. All in favor. Motion carried unanimously.

Action Items:

- A. Approve FY23/24 CMHA Membership Dues in the amount of \$11,107.00
1123-002: Motion was made by B. Haggadone seconded by J. Webb to approve the FY23/24 CMHA Membership Dues in the amount of \$11,107.00. All in favor. Motion carried unanimously.
- B. Approve a one year contract with Regroup for a mass communication emergency notification system at a cost not to exceed \$2,500.00
1123-003: Motion was made by L. Curtiss seconded by D. Shelton to approve a one year contract with Regroup for a mass communication emergency notification system at a cost not to exceed \$2,500.00. All in favor. Motion carried unanimously.
- C. Approve to contract with Altarum for a security risk analysis at a cost of \$1,700.00
1123-004: Motion was made by K. Morris seconded by T. Mast to approve the contract with Altarum for a security risk analysis at a cost not to exceed \$1,700.00. All in favor. Motion carried unanimously.
- D. Write-off of client accounts in the amount of \$1,242.69
1123-005: Motion was made by L. Curtiss seconded by J. Webb to approve the write-off of client accounts in the amount of \$1,242.69. All in favor. Motion carried unanimously.
- E. Approval of the Community Corrections contract
1123-006: Motion was made by K. Morris seconded by M. Voss to approve the Community Corrections contract date October 1, 2023 through September 30, 2024. All in favor. Motion carried unanimously.

Discussion Items:

- A. CEO Search: Discussed how the board would like to move forward with the search for a new CEO. The consensus is to reconvene a search committee with a new process that will include more input from the entire board. C. Bostick has appointed L. Curtiss, B. Haggadone, J. Webb and T. Kohlman with T. Mast to serve if T. Kohlman is unable to. The search committee will review all applicants and dismiss any applicants that do not meet the minimum criteria. All applicants that meet the minimum criteria will be brought to the full board to review in a closed session. The search committee will take all input from the board and complete initial interviews with applicants. Final

applicants will be brought back to the full board for a closed session review. Final interviews will be conducted by the full board during a posted public meeting.

CEO Report:

- Lauren presented the proposed plans for the new Stepping Stone/Case Management building.

Committee Reports:

- A. Citizens Advisory Council: Meeting minutes attached.
- B. Health & Safety Committee: No meeting held.
- C. Recipient Rights Advisory Committee: Meeting minutes attached.
Action: Reappoint Recipient Rights Committee members
Action: Appoint David Buchbinder to the Recipient Rights Committee
1123-007: Motion was made by M. Voss seconded by J. Webb to appoint Amanna Harp, Bobbie Reed, Amelia Ickell, Dudley Ward and David Buchbinder to the Recipient Rights Committee. All in favor. Motion carried unanimously.
- D. Harmony Hall Advisory Committee: No meeting held.
- E. Golden Arrow: Meeting minutes attached.
- F. Trauma Committee: N/A

Informational/Correspondence:

- A. November Calendar
- B. FY23 Golden Arrow Statement of Activities

Adjourn: B. Haggadone motioned to adjourn at 6:55 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Executive Secretary/recorder

Approved by: K. Morris

K. Morris, Secretary of the Board