

**FULL SERVICE BOARD  
November 6<sup>th</sup>, 2025 / 4:00 p.m.  
LCCMH Training Room  
Meeting Minutes**

**Present:**

Kay Morris  
Christina Russell  
Greg Wise  
Catherine Bostick  
Donna Shelton  
Brad Haggadone  
Mark Bachman  
Lori Curtiss  
Cheryl Howell  
Jerry Webb arrived at 5:02 pm

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  
Sandy Koyle, Chief Information Officer  
Lisa Jolly, Recipient Rights Officer  
Kristen Schank, Data Management Coordinator  
Anna Connor, Information Systems Coordinator  
Taylor Volpe, Triage & Emergency Services Supervisor  
Martha Hall, Children's Clinical Services Supervisor  
Jennifer Bechtel, Children's Case Management Supervisor  
Travis Herr, Autism Supervisor  
Sarah Reynolds, Adult Case Management Clinical Supervisor  
Christine Robertson, Adult Case Management Supervisor  
Bridget Bond, Co-Occurring Clinician  
Psalm Bingham, Co-Occurring Clinician  
Brian Schmitt, Harmony Hall Supervisor  
Karly Canjar, Harmony Hall Member  
Andrea Casler, Stepping Stone Supervisor  
Kevin Mountz, Employment Services Supervisor  
Todd Anglebrandt, SUD Services Supervisor  
Leann Daniels, Nursing Services Supervisor  
Maddison Cross, ACTP Supervisor  
Andrew Palmer, Data Analyst

**Call to Order:** The meeting was called to order by Chairperson Bostick at 4:00 p.m. The tag line was recited and roll was called.

**Public Time:** One member of the public was in attendance. No one spoke during public time.

**Changes to the Agenda:**

- 7.C Change the meeting date for the December 18, 2025 meeting  
1125-001: Motion was made by K. Morris seconded by C. Russell to approve the changes to the agenda. All in favor. Motion carried unanimously.

**Presentations:**

- A. Annual reports

Recessed: 6:01 pm.

Reconvened: 6:11 pm.

**Personnel Report:**

- A. Staffing Report: October 2025

**Approval of Meeting Minutes:**

- A. October 16, 2025 Full Service Board Meeting Minutes  
1125-002: Motion was made by L. Curtiss seconded by C. Russell to approve the October 16, 2025 Full Service Board Meeting Minutes. All in favor. Motion carried unanimously.

**Action Items:**

- A. Approve the FY26 Risk Management Plan  
1125-003: Motion was made by G. Wise seconded by J. Webb to approve the FY26 Risk Management Plan. All in favor. Motion carried unanimously.
- B. Approved the 2026 Meeting Schedule  
1125-004: Motion was made by C. Howell seconded by B. Haggadone to approve the 2026 Meeting Schedule. All in favor. Motion carried unanimously.
- C. Change the meeting date for the December 18, 2025 meeting  
1125-005: Motion was made by M. Bachman seconded by C. Howell to change the meeting date for the December 18, 2025 meeting to December 16, 2025. All in favor. Motion carried unanimously.

**Discussion Items:** None.

**CEO Report:**

- No update on the procurement process.
- The MDHHS walk through was on Tuesday. The state asked the county and I to participate in a walk through of the building before their second phase of emptying the space. They would not provide a date they are planning to be out. They have until December 31st. The Building and Grounds Director is planning to post the construction bid by November 10th.
- As part of the new Maple Grove contract we asked to have the waxing of the floors included in the contract as part of regular maintenance since there are asbestos tiles in the building. Mark Rajter

reached out last Monday to meet at the school but only provided one day at which I was not available. We have not received the contract yet.

- Looking for a board member to be featured in our January internal CMH newsletter. Lauren will reach out by phone or email. Cheryl Howell volunteered to be interviewed for the January newsletter.

**CCO Report:** No update due to the annual report presentations.

**Region 10 Update:**

- L. Curtiss reports a motion has been filed by Region 10 attorney to consider the last ruling as a violation of the Mental Health Code.

**Committee Reports:**

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

**Informational/Correspondence:** None.

**Adjourn:** B. Haggadone motioned to adjourn at 6:36 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board