

**Lapeer County Community Mental Health Center Mission Statement**  
**Recovery: Hope; Choice; Health; Fulfilling Dreams**

**LAPEER COUNTY  
COMMUNITY MENTAL HEALTH**

**FULL SERVICES BOARD  
MEETING MINUTES  
December 16, 2021 / 5:30 p.m.**

The Lapeer County Community Mental Health Services Board met on Thursday, December 16, 2021 in the CMH Training Center, 1570 Suncrest Drive Lapeer, MI.

**Present:**

Lori Curtiss  
Mary Linn Voss  
Kay Morris  
Wayne Strandberg  
Ron Barnard  
Tim Brown  
Laird Kellie  
Catherine Bostick  
Jennifer Nemchek

Lauren Emmons-CEO  
Tina Close-COO  
Larry Smith-CFO  
Brooke Sankiewicz-Clinical Director  
Mandi Brace- Executive Secretary/Recorder

**Absent:**

Rick Warren  
Jeremy Howe  
Brenden Miller

**Guests:**

Deb Johnson – St. Clair CMH Executive Director  
Karen Zultak – St. Clair CMH Integrated Care Supervisor  
Sandy Koyl – IT, Billing, Data Management Supervisor  
Lisa Jolly – Recipient Rights Officer  
Brian Schmitt – Harmony Hall Supervisor  
Andrea Casler – Stepping Stone Supervisor  
Lenny Schnider - Lapeer County Commissioner  
Brian Zender - Lapeer County Commissioner

**Call to Order:** The meeting was called to order by Chairperson Strandberg at 5:31 p.m. The mission statement was read and roll was called.

**Public Time:** None.

**Changes to the Agenda:** None.

**Presentations:**

- A. Deb Johnson – CCBHC Presentation
- B. Sandy Koyl – IT Annual Report
- C. Brian Schmitt – Harmony Hall Annual Report
- D. Lisa Jolly – Recipient Rights Annual Report
- E. Andrea Casler – Stepping Stone Annual Report

**Personnel Report:**

- A. Staffing Report: December 2021

**Finance:**

- B. Expenditures List: November 2021  
1221-001: Motion was made by C. Bostick seconded by M. Voss to approve the November 2021 Expenditures List. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.
- C. Balance Sheet: November 2021  
1221-002: Motion was made by T. Brown seconded by M. Voss to approve the November 2021 Balance Sheet. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.
- D. General Ledger (Revenue/Expense): November 2021  
1221-003: Motion was made by K. Morris seconded by R. Warren to approve the November 2021 General Ledger. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.
- E. Audit Committee Report: November 2020 Payroll  
- For informational purposes.

**Consent Agenda:**

- A. COW/Full Service Board Meeting Minutes: November 2021  
1221-004: Motion was made by C. Bostick seconded by L. Curtiss to approve the consent agenda which includes the COW/Full Service Board Meeting Minutes from November



2021. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.

**Action Items:**

- A. Standards Committee: Recommend approval of the policy revisions referenced in the attached minutes dated December 14, 2021  
1221-005: Motion was made by K. Morris seconded by M. Voss to approve the policy revisions referenced in the attached minutes dated December 14, 2021. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.
- B. Approve Region 10 Contract Amendment #2  
1221-006: Motion was made by R. Barnard seconded by M. Voss to approve the Region 10 Contract Amendment #2. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.
- C. Approve Region 10 Contract Amendment #3  
1221-007: Motion was made by M. Voss seconded by C. Bostick to approve the Region 10 Contract Amendment #3. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.
- D. Approve Frontline renewal in the amount of \$2,305.34 for time period 2/5/2022 – 2/4/2023  
1221-008: Motion was made by T. Brown seconded by C. Bostick to approve the Frontline renewal in the amount of \$2,305.34 for time period 2/5/2022 – 2/4/2023. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.
- E. Authorize the purchase for removal of old carpet and installation of new carpet in a portion of A-Wing, the B-Wing hallway and one room at a cost not to exceed \$12,742.36  
1221-009: Motion was made by T. Brown seconded by C. Bostick to authorize the purchase for removal of old carpet and installation of new carpet in a portion of A-Wing, the B-Wing hallway and one room at a cost not to exceed \$12,742.36. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.
- F. Request Lapeer County to purchase two vehicles to lease to Lapeer County Community Mental Health (LCCMH) to replace current LCCMH vehicles at a total cost of \$71,867.00  
1221-010: Motion was made by K. Morris seconded by T. Brown to make a request to Lapeer County to purchase two vehicles to lease to Lapeer County Community Mental

Health (LCCMH) to replace current LCCMH vehicles at a total cost of \$71,867.00. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, L. Kellie- Aye, K. Morris-Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.

**Discussion Items:**

A. CCBHC: Lauren reviewed possible cost of consultants to assist with grant writing and implementation. Discussed the current CMH staff to be involved in the grant writing and implementation process along with the pros and cons of moving forward in the process. This will be added to the Committee of the Whole meeting in January.

**Region 10 Update:**

- L. Curtiss reported the board has approved to purchase property for the region's new location.

**Committee Reports:**

- A. Citizens Advisory Council: Meeting minutes attached.
- B. Health & Safety Committee: No meeting in December.
- C. Recipient Right Advisory Committee: Meeting minutes attached.
- D. Harmony Hall Advisory Committee: No minutes provided.
- E. Golden Arrow: Meeting minutes attached.
- F. Trauma Committee: No minutes provided.

**CEO Report:**

- F. Monthly Report:
  - Lauren reported there has been an increase in children walk-ins since the school shooting in Oxford.
  - Reviewed updated hospital admission data.
  - Provided update to the open meetings act.

**Informational:**

- A. Administrative Reports:
  - 1. Quality Council Meeting Minutes November 17, 2021
  - 2. 4<sup>th</sup> Qtr FY21 Community Benefit Activities
  - 3. 4<sup>th</sup> Qtr FY21 Customer Empowerment Activities
- B. Correspondence:
  - 1. January 2022 Calendar

**Adjourn:** L. Curtiss motioned to adjourn at 7:54 pm.

Respectfully Submitted

Prepared by: Mandi Brace  
Mandi Brace, Executive Secretary/recorder

Approved by: Kay Morris  
Kay Morris, Secretary of the Board

