

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

**LAPEER COUNTY
COMMUNITY MENTAL HEALTH**

**FULL SERVICES BOARD
MEETING MINUTES
January 27, 2022 / 5:30 p.m.**

The Lapeer County Community Mental Health Services Board met on Thursday, January 27, 2022 in the CMH Training Center, 1570 Suncrest Drive Lapeer, MI.

Present:

Lori Curtiss
Mary Linn Voss
Wayne Strandberg
Ron Barnard
Tim Brown
Catherine Bostick
Jennifer Nemchek
Rick Warren

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

Absent:

Jeremy Howe
Brenden Miller
Laird Kellie
Kay Morris

Guests:

Emily Caswell – The View Group
Michelle Gould-Rice – Quality Management Supervisor

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. Emily Caswell – The View Group: Emily presented the final brand plan.
0122-001: Motion was made by C. Bostick seconded by R. Barnard to approve the new tagline, vision statement, mission statement, brand promise, elevator speech and logo. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Ney, R. Warren- Aye, M. Voss- Aye, J. Nemchek-Aye, C. Bostick-Aye, W. Strandberg- Aye. MOTION CARRIED.

Personnel Report:

- A. Staffing Report: January 2022

Finance:

- A. Expenditures List: December 2021
0122-002: Motion was made by M. Voss seconded by J. Nemchek to approve the December 2021 Expenditures List. All in favor. MOTION CARRIED unanimously.
- B. Balance Sheet: December 2021
0122-003: Motion was made by R. Warren seconded by J. Nemchek to approve the December 2021 Balance Sheet. All in favor. MOTION CARRIED unanimously.
- C. General Ledger (Revenue/Expense): December 2021
0122-004: Motion was made by R. Warren seconded by T. Brown to approve the December 2021 General Ledger. All in favor. MOTION CARRIED unanimously.
- D. Audit Committee Report: December 2021 Payroll
- For information only.
- E. Contract List: January 2022
0122-005: Motion was made by C. Bostick seconded by R. Warren to approve the January 2022 Contract List. All in favor. MOTION CARRIED unanimously.

Consent Agenda:

- A. COW/Full Service Board Meeting Minutes: December 2021
- B. COW Board Meeting Minutes: January 2022
CW0122-001: Motion was made by C. Bostick seconded by R. Warren to pursue CCBHC status. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss-Aye, L. Kellie- Aye, K. Morris- Aye, C. Bostick-Aye, M. Voss- Aye, J. Nemchek- Aye, R. Warren-Aye, W. Strandberg- Aye. MOTION CARRIED.
CW0122-002: Motion was made by R. Warren seconded by J. Nemchek to vote at the Full Board meeting next week to hire a consulting firm pending the receipt of three formal proposals to be received 24 hours prior to the meeting. All in favor. MOTION CARRIED unanimously.

0122-006: Motion was made by T. Brown seconded by J. Nemchek to approve the Consent agenda which includes the COW/Full Service Board minutes from December 2021 and the COW minutes from January 2022. All in favor. MOTION CARRIED unanimously.

Action Items:

- A. Approve the request to eliminate one regular part-time Clerk/Typist position and create a full-time Clerk/Typist

0122-007: Motion was made by C. Bostick seconded by R. Barnard to approve the request to eliminate one regular part-time Clerk/Typist position and create a full-time Clerk/Typist. All in favor. MOTION CARRIED unanimously.

- B. Authorize the approval to hire a full time bachelor level case manager for the Children's Department

0122-008: Motion was made by C. Bostick seconded by R. Warren to authorize the approval to create a new position and hire a full time bachelor level case manager for the Children's Department. All in favor. MOTION CARRIED unanimously.

- C. Approve the transfer of \$89,193.33, representing the first of three installments toward the annual allocation of \$267,580.00 from CMH appropriations to CMH expenditure

0122-009: Motion was made by L. Curtiss seconded by J. Nemchek to approve the transfer of \$89,193.33, representing the first of three installments toward the annual allocation of \$267,580.00 from CMH appropriations to CMH expenditure. All in favor. MOTION CARRIED unanimously.

- D. Approve the payment to Clubhouse International for 2022 membership dues in the amount of \$1,771.36

0122-010: Motion was made by M. Voss seconded by T. Brown to approve the payment to Clubhouse International for 2022 membership dues in the amount of \$1,771.36. All in favor. MOTION CARRIED unanimously.

- E. Approve CCBHC consultant

0122-011: Motion was made by L. Curtiss seconded by R. Warren to contract with TBD Solutions to assist in writing the CCBHC grant application in an amount not to exceed \$17,600.00. All in favor. MOTION CARRIED unanimously.

- F. Approve the renewal of Zoom licenses in the amount of \$1,999.00

0122-012: Motion was made by M. Voss seconded by J. Nemchek to approve the renewal of Zoom licenses in the amount of \$1,999.00. All in favor. MOTION CARRIED unanimously.

- G. Approve a 2% wage adjustment for the following: CMH non-union employees, CMH union employees, CMA Contractual Staff, FAIIM (Frank Bublitiz) and Null Corps. (Arthur Williams)

0122-013: Motion was made by C. Bostick seconded by R. warren to approve a 2% wage adjustment for the following: CMH non-union employees, CMH union employees, CMA

Contractual Staff, FAIIM (Frank Bublitz) and Null Corps. (Arthur Williams) retroactive to January 1 2022. All in favor. MOTION CARRIED unanimously.

Discussion Items: None.

Region 10 Update:

- L. Curtiss reports the region discussed the quality plan and approved the annual calendar at the most recent meeting.

Committee Reports:

- A. Citizens Advisory Council: Meeting minutes attached.
- B. Health & Safety Committee: Meeting minutes attached.
- C. Recipient Right Advisory Committee: Meeting minutes attached.
- D. Harmony Hall Advisory Committee: No minutes provided.
- E. Golden Arrow: Meeting minutes attached. Discussed the structure of the Golden Arrow board and possibly having a meeting at the Golden Arrow in the future or invite the member to a meeting at CMH.
- F. Trauma Committee: Meeting minutes attached.

CEO Report:

- A. Monthly Report:
 - There are currently 15,000 openings in the state CMH system for master level staff and above. There are currently 10,000 direct care staff vacancies state wide.
 - Lauren has provided a letter of support to the Thumb Opioid Response Consortium to support their grant application.
 - The federal government extended the public mental health emergency until April 16.
 - Reminder to those board members who have terms ending in March to complete their applications if they are interested in remaining on the board.

Informational:

- A. Administrative Reports:
 - 1. Golden Arrow Statement of Activities
- B. Correspondence:
 - 1. February 2022 Calendar

Adjourn: L. Curtiss motioned to adjourn at 6:57 pm.

Respectfully Submitted

Prepared by: 
Mandi Brace, Executive Secretary/recorder

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

