

The Lapeer County Community Mental Health Full Service Board met on Thursday, January 26, 2023 in the Training Center, 1570 Suncrest Drive, Lapeer, MI.

**Present:**

Mary Linn Voss  
Kay Morris  
Laird Kellie  
Donna Shelton  
Rex Ziebarth  
Catherine Bostick  
Jerry Webb  
Ronald Barnard  
Tom Kohlman  
Brad Haggadone

Emma McQuillan – CFO  
Brooke Sankiewicz – Clinical Director  
Larry Smith – Financial Consultant  
Mandi Brace – Executive Secretary/recorder

**Absent:**

Lauren Emmons – CEO  
Lori Curtiss  
Truman Mast

**Guests:**

Michelle Gould-Rice – Quality Improvement Supervisor  
Arizona Goulet – Communications/Marketing Specialist

**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:** None.

**Changes to the Agenda:**

- 4.C Resolution for Roy Ramirez  
0123-001: Motion was made by M. Voss seconded by L. Kellie to approve the amended agenda. All in favor. Motion carried unanimously.

**Presentations:**

- A. Arizona Goulet – Communications/Marketing
- B. Michelle Gould-Rice – 2023 Corporate Compliance Plan

- C. 0123-002: Motion was made by R. Barnard seconded by T. Kohlman to adopt the following resolution for Roy Ramirez. All in favor. Motion carried unanimously.

### **Resolution**

- Whereas, Roy Ramirez** is a 1980 Graduate of Frederick High School, Oklahoma. He earned his Bachelor of Science in Psychology, minor in Sociology from Southwestern Oklahoma State University in 1985 and earned his Master of Science in Applied Psychology in 1986. He has been employed as a Licensed Psychologist for Lapeer County Community Mental Health since February 22, 1986; and
- Whereas, Roy Ramirez** has many years of clinical and supervisory experience. He is a very knowledgeable and skilled clinician, has been an amazing mentor to all the staff that he has supervised; and
- Whereas, Roy Ramirez** has brought a wealth of experience and knowledge to help reduce hospital utilization and direct persons served to alternative community-based services, provided supervision of Children's Services, Triage/Outpatient, and Adult Case Management; and
- Whereas, Roy Ramirez** wrote the Multicultural Grant every year since 1986, connecting Hispanic families with LCCMH for preventative and integrated mental health care, including assisting in recruiting bilingual staff, helping build the agency's Cultural Competence plan, and in 1991 he was appointed by Governor Blanchard to the Standing Committee of Multicultural Issues; and
- Whereas, Roy Ramirez** is a dedicated family man, has three children, 13 grandchildren, and one great grandchild and recently married to Christina and gained two additional children, and one additional grandson. A dedicated friend who enjoys gardening, the Oklahoma Sooners, and traveling back to Oklahoma to visit with family; and
- Whereas, Roy Ramirez** is very active in several LCCMH and PIHP committees and has served as chair for the Privileging and Credentialing Committee and Specialized Residential Committee; and
- Now, therefore let it be resolved, on this date, January 26, 2023, the Lapeer County Community Mental Health Board expresses their deep appreciation to Roy Ramirez for his 36 years of faithful service at Lapeer County Community Mental Health, to the citizens of Lapeer County, and wishes him well in his well-deserved retirement.**

### **Personnel Report:**

- A. Staffing Report: January 2022

### **Finance:**

- A. Expenditures List: December 2022  
0123-003: Motion was made by T. Kohlman seconded by R. Barnard to approve the December 2022 Expenditures. All in favor. Motion carried unanimously.
- B. Balance Sheet: December 2022



0123-004: Motion was made by K. Morris seconded by B. Haggadone to approve the December 2022 Balance Sheet. All in favor. Motion carried unanimously.

**C. General Ledger (Revenue/Expenses): December 2022**

0123-005: Motion was made by R. Barnard seconded by B. Haggadone to approve the December 2022 General Ledger. All in favor. Motion carried unanimously.

**D. Audit Committee Report: December 2022 Payroll**

- For information.

**Consent Agenda:**

**A. Full Service Board Meeting Minutes: December 2022**

**B. Committee of the Whole Meeting Minutes: January 2023**

CW0123-001: Motion was made by R. Barnard seconded by K. Morris to approve the Interagency Cash Transfer Agreement with MRS up to \$66,000.00. All in favor. Motion carried unanimously.

CW0123-002: Motion was made by R. Ziebarth seconded by J. Webb to approve the Region 10 Contract Amendment #7. All in favor. Motion carried unanimously.

0123-006: Motion was made by B. Haggadone seconded by T. Kohlman to approve the Consent Agenda which includes the December Full Service Board and January Committee of the Whole meeting minutes. All in favor. Motion carried unanimously.

**Action Items:**

**A. Standards Committee: Recommend approval of the policy revisions referenced in the attached minutes dated January 10, 2023**

0123-007: Motion was made by K. Morris seconded by M. Voss to approve the policy revisions referenced in the attached minutes dated January 10, 2023. All in favor. Motion carried unanimously.

**B. Approve write-off of client accounts in the amount of \$681.11**

0123-008: Motion was made by T. Kohlman seconded by K. Morris to approve the write-off of client accounts in the amount of \$681.11. 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**

0123-009: Motion was made by K. Morris seconded by J. Webb 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 acceptance of the MI Kids Now Mobile Response Grant Program 2023 in the amount of \$196,790.00 which includes the hiring of two Master Level Clinicians to provide the services**

0123-010: Motion was made by M. Voss seconded by J. Webb to approve the acceptance of the MI Kids Now Mobile Response Grant Program 2023 in the amount of \$196,790.00 which includes the hiring of two Master Level Clinicians to provide the services. All in favor. Motion carried unanimously.

**Discussion Items:**

- Please review the attached the Dashboard Reports for discussion at the February COW.
- Strategic Plan cards should be ready for the February meetings.

- There were only five responses to the Boardworks survey so it will be sent out again to get new survey responses.

**Region 10 Update:**

- R. Barnard reports there is a delay in construction of the building.
- C. Bostick reports Region 10 approved Contract Amendment # 8 and approved the Annual Corporate Compliance Report and Grievance and Appeal Report They had a great financial training on SUD funds from Richard Carpenter. He highlighted Medicaid funds on revenues side and expenditures and all the different silos Medicaid has.

**Committee Reports:**

- A. Citizens Advisory Council: Meeting minutes attached.  
Action: Appoint Emily Gorkowski to the Citizen's Advisory Council  
0123-011: Motion was made by K. Morris seconded by L. Kellie to appoint Emily Gorkowski to the Citizen's Advisory Council. All in favor. Motion carried unanimously.
- B. Health & Safety Committee: Meeting minutes attached.
- C. Recipient Rights Advisory Committee: Meeting minutes attached.
- D. Harmony Hall Advisory Committee: Meeting minutes attached.
- E. Golden Arrow: Meeting minutes attached.
- F. Trauma Committee: Next meeting scheduled for January 27, 2023.

**CEO Report:**

- A. Monthly Report: Lauren was unable to attend so there is no monthly CEO report.

**Informational:**

- A. Administrative Reports:
  1. Dashboard Reports – For review at February COW
  2. Golden Arrow 1<sup>st</sup> Quarter Statement of Activities
- B. Correspondence: None.

**Adjourn:** R. Ziebarth motioned to adjourn at 6:29 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Executive Secretary/recorder

Approved by: K. Morris

K. Morris, Secretary of the Board