

Lapeer County Community Mental Health Center Mission Statement

Recovery: Hope; Choice; Health; Fulfilling Dreams

**LAPEER COUNTY
COMMUNITY MENTAL HEALTH**

**FULL SERVICES BOARD
MEETING MINUTES
July 29, 2021 / 5:30 p.m.**

The Lapeer County Community Mental Health Services Board met on Thursday, July 29, 2021 in the CMH Training Center, 1570 Suncrest Drive Lapeer, MI.

Present:

Lori Curtiss
Jennifer Nemchek - Zoom
Mary Linn Voss - Zoom
Tim Brown
Kay Morris - Zoom
Laird Kellie
Wayne Strandberg
Ron Barnard
Rick Warren

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

Absent:

Brenden Miller
Jeremy Howe
Catherine Bostick

Guests:

Emily Caswell – The View Group
Madeline Campbell – Communications Assistant
Amy Morrison – HR Manager

Call to Order: The meeting was called to order by Chairperson Strandberg at 5:32 p.m. The mission statement was read and roll was called.

Public Time:

- Lauren introduced new staff: Madeline Campbell/Communications Assistant, Amy Morrison/HR Manager and Brooke Sankiewicz/Clinical Director

Changes to the Agenda: None.

Presentations:

- A. Emily Caswell – The View Group/Branding: Emily gave a brief update on the progress of the branding project.

Personnel Report:

- A. Staffing Report: June/July 2021

Finance:

- A. Expenditures List: June 2021

0721-001: Motion was made by L. Kellie seconded by T. Brown to approve the June 2021 Expenditures List. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss- Aye, L. Kellie-Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, J. Nemchek- Aye, W. Strandberg- Aye. MOTION CARRIED.

- B. Balance Sheet: June 2021

0721-002: Motion was made by T. Brown seconded by L. Kellie to approve the June 2021 Balance Sheet. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss- Aye, L. Kellie-Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, J. Nemchek- Aye, W. Strandberg- Aye. MOTION CARRIED.

- C. General Ledger (Revenue/Expense): June 2021

0721-003: Motion was made by R. Warren seconded by T. Brown to approve the June 2021 General Ledger. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss- Aye, L. Kellie-Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, J. Nemchek- Aye, W. Strandberg- Aye. MOTION CARRIED.

- D. Audit Committee Report: June 2021 Payroll

- For informational purposes only.

Consent Agenda:

- A. Full Service Board Meeting Minutes: June 2021

0721-004: Motion was made by T. Brown seconded by R. Warren to approve the Consent Agenda which includes the June Full Service Board Meeting Minutes. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss- Aye, L. Kellie-Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, J. Nemchek- Aye, W. Strandberg- Aye. MOTION CARRIED.

Action Items:

- A. Standards Committee: Recommend approval of the policy revisions referenced in the attached minutes dated July 13, 2021

0721-005: Motion was made by K. Morris seconded by M. Voss to approve the policy revisions referenced in the attached minutes dated July 13, 2021. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss- Aye, L. Kellie-Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, J. Nemchek- Aye, W. Strandberg- Aye. MOTION CARRIED.

B. Approve 2021 CLF repairs at a cost of \$108,791.00

0721-006: Motion was made by R. Warren seconded by R. Barnard to approve the 2021 CLF repairs at a cost of \$108,791.00. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss-Aye, L. Kellie-Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, J. Nemchek- Aye, W. Strandberg- Aye. MOTION CARRIED.

C. Approve the request to hire two new full time and four new regular part time ABA Technicians

0721-007: Motion was made by T. Brown seconded by R. Barnard to approve the request to hire two new full time and four new regular part time ABA Technicians. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss- Aye, L. Kellie-Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, J. Nemchek- Aye, W. Strandberg- Aye. MOTION CARRIED.

D. Approve the transfer of \$89,193.34, representing the third of three installments toward the annual allocation of \$267,580.00 from CMH appropriations to CMH expenditures

0721-008: Motion was made by T. Brown seconded by R. Barnard to approve the the transfer of \$89,193.34, representing the third of three installments toward the annual allocation of \$267,580.00 from CMH appropriations to CMH expenditures. Roll call vote: R. Barnard-Aye, T. Brown- Aye, L. Curtiss- Aye, L. Kellie-Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, J. Nemchek- Aye, W. Strandberg- Aye. MOTION CARRIED.

Discussion Items:

Region 10 Update:

- L. Curtiss reports Region 10 discussed a new payment methodology to the CMHs. They discussed options of space when relocating. They also reviewed the QI and PI Reports for the third quarter.

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: Meeting minutes attached.
- E. Golden Arrow: No minutes provided.
- F. Trauma Committee: Meeting minutes attached.

CEO Report:

- A. Monthly Report:

- Lauren requests the board gather for a group picture to utilize for promotions before the COW in August.
- The properties committee is no longer interested in utilizing the health department for Stepping Stone. Laruen has contacted the architects for a revised proposal. They will be looking at multiple options.
- CARF accreditation decision has been delayed.
- Whiteford and Shirkey bills have been sent out for review. It would be helpful if the board could reach out to the senators. Neither bill would be good for CMH.

Informational:

A. Administrative Reports: None.

B. Correspondence: None.

Adjourn: L. Kellie motioned to adjourn at 6:54 pm.

Respectfully Submitted

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

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