

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

**LAPEER COUNTY  
COMMUNITY MENTAL HEALTH**

**FULL SERVICES BOARD  
MEETING MINUTES  
November 18, 2021 / 5:30 p.m.**

The Lapeer County Community Mental Health Services Board met on Thursday, November 18, 2021 in the CMH Training Center, 1570 Suncrest Drive Lapeer, MI.

**Present:**

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

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

**Absent:**

Laird Kellie  
Catherine Bostick  
Jennifer Nemchek  
Jeremy Howe  
Brenden Miller

**Guests:**

Roy Ramirez – Adult Case Management Supervisor  
Sarah Reynolds – Adult Case Management Supervisor  
Kate Spencer – Children’s Services Supervisor  
Laura Moore – ACTP Supervisor  
Cheryl Bartel – Staff

**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:** None.

**Changes to the Agenda:** None.

**Presentations:**

- A. Roy Ramirez and Sarah Reynolds –Adult Case Management Annual Report
- B. Kate Spencer – Children’s Services/Children’s MICS Annual Reports
- C. Laura Moore – ACTP Annual Report
- D. Brooke Sankiewicz – Outpatient Annual Report

**Personnel Report:**

- A. Staffing Report: November 2021

**Finance:**

- A. Expenditures List: October 2021  
1121-001: Motion was made by T. Brown seconded by R. Warren to approve the October 2021 Expenditures List. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.
- B. Balance Sheet: September 2021  
1121-002: Motion was made by R. Warren seconded by K. Morris to approve the September 2021 Balance Sheet. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.
- C. General Ledger (Revenue/Expense): September 2021  
1121-003: Motion was made by R. Warren seconded by T. Brown to approve the September 2021 General Ledger. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.
- D. Audit Committee Report: October 2020 Payroll  
- For informational purposes only.

**Consent Agenda:**

- A. Full Service Board Meeting Minutes: October 2021  
1121-004: Motion was made by M. Voss seconded by R. Barnard to approve the consent agenda which includes the October 2021 Full Service Board Meeting Minutes. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.

**Action Items:**



- A. Standards Committee: Recommend approval of the policy revisions referenced in the attached minutes dated November 9, 2021  
1121-005: Motion was made by K. Morris seconded by L. Curtiss to approve the policy revisions referenced in the attached minutes dated November 9, 2021. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss-Aye, W. Strandberg- Aye. MOTION CARRIED.
- B. Approve the 2022 Committee of the Whole meeting schedule for posting  
1121-006: Motion was made by R. Warren seconded by K. Morris to approve the 2022 Committee of the Whole meeting schedule for posting. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.
- C. Approve the 2022 Full Service Board meeting schedule for posting  
1121-007: Motion was made by R. Warren seconded by T. Brown to approve the 2022 Full Service Board meeting schedule for posting. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.
- D. 1121-008: Motion was made by L.Curtiss seconded by K. Morris to approve the following equity payments:
1. \$3000.00 one-time equity payments the full-time CMH non- union employees who were paid for 560 hours (August 13, 2021 payroll through November 12, 2021 payroll) and \$1500.00 one-time equity payments to part- time CMH non-union employees who were paid for 280 hours (August 13, 2021 payroll through November 12, 2021 payroll)
  2. \$3000.00 one-time equity payments the full-time CMH union employees who were paid for 560 hours (August 13, 2021 payroll through November 12, 2021 payroll) and \$1500.00 one-time equity payments to part- time CMH union employees who were paid for 280 hours (August 13, 2021 payroll through November 12, 2021 payroll)
  3. \$3000.00 one-time equity payment to the CMH CEO per section IV. B. of the CEO contract
  4. A one-time payment of \$1500.00 to part-time contractual staff and a one-time payment of \$3000.00 to full-time contractual staff (full-time is an average of 40 hours per week) as follows: (5) part-time independent contractors, (1) full-time independent contractor, (15) part-time CMA staff
- Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.

#### **Discussion Items:**

- A. CCBHC: Lauren provided an overview of CCBHC required services. The board discussed pros and cons of applying for the grant. They would like more information before a decision is made. Lauren will try to get a current CCBHC director to speak to the board.

- B. CMHA Voluntary Special Assessment:** CMHA is recommending a voluntary payment from each CMH to be used by CMHA to strengthen its marketing and advocacy work. 1121-09: Motion was made by R. Warren seconded by T. Brown to authorize a payment equal to our current dues payment to CMHA in response to CMHA's Special Assessment. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris-Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.

**Region 10 Update:**

- L. Curtiss reports the next meeting is scheduled for tomorrow. They will be discussing building options for Region 10.

**Committee Reports:**

- A. Citizens Advisory Council:** Meeting minutes attached.
- Action: Appoint Abe Johnson and Michael Trickel to the Citizens Advisory Council 1121-010: Motion was made by M. Voss seconded by K. Morris to appoint Abe Johnson and Michael Trickel to the Citizens Advisory Council. Roll call vote: R. Barnard-Aye, T. Brown-Aye, L. Curtiss- Aye, K. Morris- Aye, R. Warren-Aye, M. Voss- Aye, W. Strandberg- Aye. MOTION CARRIED.
- B. Health & Safety Committee:** Meeting minutes attached.
- C. Recipient Right Advisory Committee:** Meeting minutes attached.
- D. Harmony Hall Advisory Committee:** No minutes provided. K. Morris reports Abe Johnson will be representing Harmony Hall on the Citizen's Advisory Committee.
- E. Golden Arrow:** No minutes provided.
- F. Trauma Committee:** No minutes provided.

**CEO Report:**

- A. Monthly Report;**
- The architects and engineers toured the DHHS building yesterday.
  - Lauren met with Kevin Daley on Tuesday to discuss the Shirkey proposal.
  - 3<sup>rd</sup> Qtr Claims Verification report from PIHP was in compliance.
  - A tentative three year agreement has been made with Teamsters beginning January 2022.
  - The agency is working on a policy for the CMS Covid vaccination mandate.

**Informational:**

- A. Administrative Reports:**
1. Golden Arrow Statement of Activities FY21
- B. Correspondence:**
1. December Calendar



**Adjourn:** K. Morris motioned to adjourn at 7:14 pm.

Respectfully Submitted

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

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

