

**FULL SERVICE BOARD  
Meeting Minutes  
November 17, 2022 / 5:30 p.m.**

The Lapeer County Community Mental Health Services Board met on Thursday, November 17, 2022 in the Training Center, 1570 Suncrest Drive, Lapeer, MI.

**Present:**

Lori Curtiss  
Jerry Webb  
Ronald Barnard  
Rex Ziebarth  
Kay Morris  
Mary Linn Voss  
Donna Shelton  
Laird Kellie

Lauren Emmons – CEO  
Emma Brandt – CFO  
Tina Close – Children’s Clinical Director  
Brooke Sankiewicz – Adult Clinical Director  
Larry Smith – Financial Consultant

**Absent:**

Brenden Miller  
Jeremy Howe  
Rick Warren  
Catherine Bostick  
Mandi Brace – Executive Secretary

**Guests:**

Michelle Gould-Rice – Quality Supervisor/recorder  
Stephanie Rudow – Co-Occurring Supervisor  
Taylor Volpe – Triage Supervisor  
Brian Schmitt – Harmony Hall Supervisor  
Lisa Jolly – Recipient Rights Officer

**Call to Order:** The meeting was called to order by Vice Chairperson Kellie at 5:32 p.m. The tag line was recited and roll was called.

**Public Time:** None.

**Changes to the Agenda:**

A. 8 B change amount from \$64,183.00 to \$181,512.00

**Presentations:**

- A. Michelle Gould-Rice – 4<sup>th</sup> Quarter Quality Improvement Plan  
1122-001: Motion was made by K. Morris seconded by M. Voss to approve the 4<sup>th</sup> Quarter Quality Improvement Plan. All in favor. Motion carried unanimously.
- B. Brian Schmitt – Harmony Hall Annual Report
- C. Lisa Jolly – Recipient Rights Annual Report
- D. Stephanie Rudow – IRS/IDDT Annual Report
- E. Taylor Volpe – Triage/MICS Annual Report

**Personnel Report:**

- A. Staffing Report: October 2022

**Finance:**

- A. Expenditures List: October 2022  
1122-002: Motion was made by M. Voss seconded by R. Barnard to approve the October 2022 Expenditures. All in favor. Motion carried unanimously.
- B. Balance Sheet: September 2022  
1122-003: Motion was made by L. Curtiss seconded by M. Voss to approve the September 2022 Balance Sheet. All in favor. Motion carried unanimously.
- C. General Ledger (Revenue/Expenses): September 2022  
1122-004: Motion was made by K. Morris seconded by L. Curtiss to approve the September 2022 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: October 2022 Payroll
  - For information.
- E. Contract List: November 2022  
1122-005: Motion was made by R. Barnard seconded by L. Curtiss to approve the November 2022 Contract List. All in favor. Motion carried unanimously.

**Consent Agenda:**

- A. Full Service Board Meeting Minutes: October 2022  
1122-006: Motion was made by L. Curtiss seconded by K. Morris to approve the Consent Agenda which includes the October 2022 Full Service Board 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 November 8, 2022  
1122-007 Motion was made by K. Morris seconded by L. Curtiss to approve the policy revisions referenced in the attached minutes dated November 8, 2022. All in favor. Motion carried unanimously.
- B. Approve FY2023 ASO Contract with St. Clair County CMH in the amount of \$181,512.00  
1122-008 Motion was made by K. Morris seconded by L. Curtiss to approve the FY2023 ASO Contract with St. Clair County CMH in the amount of \$181,512.00. All in favor. Motion carried unanimously.
- C. Approve 2023 Committee of the Whole meeting schedule for posting  
1122-009 Motion was made by M. Voss seconded by R. Ziebarth to approve the 2023 Committee of the Whole meeting schedule for posting. All in favor. Motion carried unanimously.

- D. Approve 2023 Full Service Board meeting schedule for posting  
1122-010 Motion was made by M. Voss seconded by R. Ziebarth to approve the 2023 Full Service Board meeting schedule for posting. All in favor. Motion carried unanimously.
- E. Proposed Position Changes  
1122-011 Motion was made by R. Ziebarth seconded by M. Voss to approve the proposed position changes. All in favor. Motion carried unanimously.

**Discussion Items:**

- A. Knollwood Clinic Update: McLaren provided alternate inspection reports with significantly less repair costs. Further review and follow up is needed by the county. M. Voss inquired about what other options are available. L. Kellie states LCCMH needs to look at new construction built to suit the LCCMH needs. K. Morris notes the importance of educating new commissioners on the urgency of the building. Knollwood extension is until December 31<sup>st</sup>. L. Kellie recommends an ad hoc committee or special meeting for Building Construction cost for new building. L. Curtiss states the LCCMH Board needs to make a decision. LCCMH Board directed L. Emmons to recommend to the county that LCCMH will revisit a new building and obtain schematics.  
1122-012 Motion was made by R. Ziebarth seconded by M. Voss to recommend to the county board to cease negotiations with McLaren and not follow through with negotiations. Roll Call vote: R. Barnard, Aye; D. Shelton, Aye; L. Curtiss, Aye; L. Kellie, Aye; K. Morris, Aye; M. Voss, Aye; J. Webb, Nay; R. Ziebarth, Aye. Motion carried.
- B. From staff suggestion box: Request to record and post CMH Board Meetings: Discussion held with decision that the meetings would not be recorded. Meetings are public for anyone who wants to attend and meeting minutes are available.

**Region 10 Update:** No updates.

**Committee Reports:**

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

**CEO Report:**

- A. Monthly Report: The County passed the 2023 Budget today which included the implementation of the wage study. L. Emmons met with the Community Health Access Partnership (CHAP) of the greater Flint area. Lapeer CMH may enter into a partnership with them for some case management services for persons not served by LCCMH for mild/moderate mental illness who wouldn't otherwise qualify for LCCMH Case Management services. They would have a staff on-site at LCCMH available to persons from any service agency in the community needing their services.

**Informational:**

- A. Administrative Reports:



**B. Correspondence:**

**Adjourn:** R. Barnard motioned to adjourn at 7:43 pm., supported by R. Ziebarth.

Respectfully submitted,

Prepared by: Michelle Gould-Rice

Michelle Gould-Rice, Recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board