

**FULL SERVICE BOARD
Meeting Minutes
September 29, 2022 / 5:30 p.m.**

The Lapeer County Community Mental Health Services Board met on Thursday, September 29, 2022 in the Training Center, 1570 Suncrest Drive, Lapeer, MI.

Present:

Mary Linn Voss
Catherine Bostick
Kay Morris
Lori Curtiss
Donna Shelton
Jerry Webb
Ronald Barnard
Rex Ziebarth

Lauren Emmons – CEO
Emma Brandt – CFO
Tina Close – Children’s Clinical Director
Brooke Sankiewicz – Adult Clinical Director
Larry Smith – Financial Consultant
Mandi Brace – Executive Secretary/recorder

Absent:

Jeremy Howe
Rick Warren
Laird Kellie
Brenden Miller

Guests:

Michelle Gould-Rice – Quality Management Supervisor
Jennifer Nemchek – Peer Support

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

Public Time:

- Jennifer Nemchek spoke to the board.

Changes to the Agenda: None.

Presentations:

- A. Michelle Gould-Rice – Customer Satisfaction and Accessibility Survey Report FY22

Personnel Report:

- A. Staffing Report: September 2022

Finance:

- A. Expenditures List: August 2022
0922-012: Motion was made by M. Voss seconded by R. Barnard to approve the August 2022 Expenditures. All in favor. Motion carried unanimously.
- B. Balance Sheet: August 2022
0922-013: Motion was made by K. Morris seconded by J. Webb to approve the August 2022 Balance Sheet. All in favor. Motion carried unanimously.
- C. General Ledger (Revenue/Expenses): August 2022
0922-014: Motion was made by K. Morris seconded by L. Curtiss to approve the August 2022 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: August 2022 Payroll
- For information.
- E. FY23 Budget
0922-015: Motion was made by J. Webb seconded by M. Voss to approve the FY23 Budget. All in favor. Motion carried unanimously.
- F. Annual Contract List
0922-016: Motion was made by J. Webb seconded by K. Morris to approve the FY23 Annual Contract List. All in favor. Motion carried unanimously.

Consent Agenda:

- A. Full Service Board Meeting Minutes: August 2022
- B. Full Service Board Meeting Minutes: September 15, 2022
0922-017: Motion was made by M. Voss seconded by J. Webb to approve the Consent Agenda which includes the meeting minutes from the August 2022 and September 15, 2022 Full Service Board meetings. All in favor. Motion carried unanimously.

Action Items:

- A. Motion to accept and implement the CCBHC Grant including the hiring of the following positions:
Full time County Positions:
 - Project/Program Director- MA Level
 - MA Clinician (Adult Services)
 - MA Clinician (Adult Services)
 - MA Clinician (Children's Services)
 - Registered Nurse
 - Medical Assistant
 - MA Clinician: Integrated Health Liaison
 - Budgetary Accountant (Quality Department -- NOMS Data Entry in SPARS and Billing)Contracted - TBD Solutions (as stated in the Grant Application):
 - Project Evaluator0922-018: Motion was made by R. Barnard seconded by J. Webb to accept and implement the CCBHC Grant including the hiring of the following full time county positions: Project/Program Director- MA Level, 2 MA Clinicians (Adult Services), MA Clinician (Children's Services), Registered Nurse, Medical Assistant, MA Clinician: Integrated Health Liaison, Budgetary Accountant and Project Evaluator contracted through TBD Solutions. All in favor. Motion carried unanimously.

- B. Approve Amendment #6 of the Region 10 PIHP contract effective September 16, 2022
0922-019: Motion was made by K. Morris seconded by J. Webb to approve Amendment #6 of the Region 10 PIHP contract effective September 16, 2022. All in favor. Motion carried unanimously.

Discussion Items:

- L. Curtis stated Human Services Day had a great turn out.
- The board discussed the recent open house.

Region 10 Update:

- L. Curtiss stated they reviewed the quality reports and also spent some time discussing entering into a contract with Rehmann to provide finance services.

Committee Reports:

- A. Citizens Advisory Council: Meeting minutes attached.
- 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: No meeting held.

CEO Report:

- A. Monthly Report:
 - Waiting to hear back from McLaren on the issues found when inspecting the building.
 - 2023 marks 50 years of Lapeer CMH providing services.

Informational:

- A. Administrative Reports: None.
- B. Correspondence:
 - 1. October Calendar

Adjourn: R. Ziebarth motioned to adjourn at 6:54 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Executive Secretary/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board