

**FULL SERVICE BOARD
August 15, 2024 / 5:30 p.m.
Meeting Minutes**

The Lapeer County Community Mental Health Full Service Board met on Thursday, August 15, 2024 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

Kay Morris
Catherine Bostick
Jerry Webb
Mary Linn Voss
Cheryl Howell
Brad Haggadone
Christina Russell
Truman Mast
Lori Curtiss

Brooke Sankiewicz – CEO
Laura Moore – CCO
Emma McQuillan – CFO
Mandi Brace – Support Services Manager/recorder

Absent:

Donna Shelton
Rex Ziebarth
William Hamilton

Guests:

Lisa Ruddy, Quality Improvement Supervisor
Tabitha Welch, CCBHC Director

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: No one from the public was in attendance.

Changes to the Agenda:

Presentations:

- A. Tabitha Welch – 3rd Qtr CCBHC Update
- B. Lisa Ruddy – 3rd Qtr QI Plan

0824-005: Motion was made by K. Morris seconded by C. Howell to approve the 3rd Qtr Quality Improvement Plan. All in favor. Motion carried unanimously.

Finance:

- A. Expenditures List: July 2024
0824-006: Motion was made by M. Voss seconded by J. Webb to approve the July 2024 Expenditures List. All in favor. Motion carried unanimously.
- B. Balance Sheet: July 2024
 - For information.
- C. General Ledger (Revenue/Expenses): July 2024
0824-007: Motion was made by L. Curtiss seconded by C. Howell to approve the July 2024 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: July 2024 Payroll
 - For information.
- E. Contract List: FY25 Subscriptions
0824-008: Motion was made by C. Russell seconded by J. Webb to approve the FY25 Subscriptions. All in favor. Motion carried unanimously.

Approval of Meeting Minutes:

- A. August 1, 2024 Full Service Board Meeting Minutes
- B. August 7, 2024 Strategic Planning Meeting Minutes
0824-009: Motion was made by B. Haggadone seconded by K. Morris to approve the August 1, 2024 Full Service Board Meeting Minutes and the August 7, 2024 Strategic Planning Meeting Minutes. All in favor. Motion carried unanimously.

Action Items:

- A. One-time payment into the MERS fund in the amount of \$2,000,000
0824-010: Motion was made by T. Mast seconded by J. Webb to approve the one-time payment into the MERS fund up to \$2,000,000.00. All in favor. Motion carried unanimously.
- B. Write-off of client accounts in the amount of \$5,697.07
0824-011: Motion was made by B. Haggadone seconded by M. Voss to approve the write-off of client accounts in the amount of \$5,697.07. All in favor. Motion carried unanimously.

Discussion Items: None.

CEO Report:

- Three of the approved vehicles will be delivered next week.
- The agency has multiple interns starting this fall, including multiple current staff.

CCO Report:

- Expanding the DBT program to the adult population.
- The LOSS team has been working to provide support to families of persons completing suicide.

Informational/Correspondence:

- A. September 2024 Calendar

Adjourn: B. Haggadone motioned to adjourn at 6:29 pm., supported by T. Mast.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board