



**FULL SERVICE BOARD**  
**December 19, 2024 / 5:30 p.m.**  
**Meeting Minutes**

The Lapeer County Community Mental Health Full Service Board met on Thursday, December 19, 2024 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

**Present:**

Kay Morris  
Jerry Webb  
Lori Curtiss  
Donna Shelton  
Catherine Bostick  
Rex Ziebarth  
Brad Haggadone  
Cheryl Howell

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

**Absent:**

Mary Linn Voss  
William Hamilton  
Truman Mast  
Christina Russell

**Guests:** None.

**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:** No members of the public were in attendance or spoke during public time.

**Changes to the Agenda:** None.

**Presentations:** None.

**Finance:**

- A. Expenditures List: November 2024  
1224-001: Motion was made by K. Morris seconded by C. Howell to approve the November 2024 Expenditures. All in favor. Motion carried unanimously.
- B. Balance Sheet: September 2024
  - For information.

- C. General Ledger (Revenue/Expenses): FY24  
1224-002: Motion was made by C. Howell seconded by J. Webb to approve the FY24 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: November 2024 Payroll
  - For information.
- E. Contract List  
1224-003: Motion was made by K. Morris seconded by C. Howell to approve the December 2024 Contract List. All in favor. Motion carried unanimously.

**Approval of Meeting Minutes:**

- A. November 21, 2024 Full Service Board Meeting Minutes
- B. December 5, 2024 Full Service Board Meeting Minutes  
1224-004: Motion was made by B. Hagadone seconded by R. Ziebarth to approve the November 21, 2024 and the December 5, 2024 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 19, 2024  
1224-005: Motion was made by L. Curtiss seconded by J. Webb to approve the policy revisions referenced in the attached minutes dated November 19, 2024. All in favor. Motion carried unanimously.
- B. Write off of client accounts in the amount of \$1,546.69  
1224-006: Motion was made by L. Curtiss seconded by R. Ziebarth to approve the write off of client accounts in the amount of \$1,546.69. All in favor. Motion carried unanimously.
- C. Renovations to health department up to \$10,000.00  
1224-007: Motion was made by L. Curtiss seconded by C. Howell to approve the purchase of the carpet for the lower level of the health department in the amount of \$2,980.00. All in favor. Motion carried unanimously.
- D. Request to change the license qualifications from the current BCBA County Pay Grade 21 in the Autism Department position to a BCaBA Full-Time position County Pay Grade 18  
1224-008: Motion was made by B. Haggadone seconded by J. Webb to approve the request to change the license qualifications from the current BCBA County Pay Grade 21 in the Autism Department position to a BCaBA Full-Time position County Pay Grade 18. All in favor. Motion carried unanimously.

**Discussion Items:**

- A. Annual Report Department Needs: Brooke presented the list of needs indicated by supervisors within their annual reports. The agency executive committee will continue to monitor.

**CEO Report:**

- Laura and Brooke went with John Bustle to view the space at the MDHHS office last week. This was the first time the two of us were able to walk the space to get a better feel as to how it will work for the two departments moving over there. Later spring, early summer Brooke will have an architect go out to the space in hopes we can start construction in October.

- Lapeer County's Opioid Task force met last week. They reviewed the 2024 workplan, funding used for the year and plans for 2025 including CIT (Crisis Intervention Teams). They plan to meet again at the beginning of the year to develop the 2025 workplan. There was approximately \$13,000 used at correction/jail for medications. Courts did not use their allotted \$6000. There is approximately \$175,000 a year available for Opioid funds.
- Information about the filing has made its way to print. There was an article shared from CMHA from Gongwer (one of the two principal capitol media services) outlining the legal action taken by the PIHP. Noted in the article "Three of Michigan's 10 prepaid inpatient health plans sued the Department of Health and Human Services recently over what they claim was an attempt to "bully" the plaintiffs to agree to allegedly unreasonable and illegal fiscal year 2024-25 contract provisions." Hoping to have more details tomorrow during the Region 10 board meeting.
- Reminder: Alan Bolter will be at the January 16<sup>th</sup> meeting.

**Informational/Correspondence:**

- A. January Calendar
- B. 2025 Audit Schedule

**Adjourn:** B. Haggadone motioned to adjourn at 6:05 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board