

**FULL SERVICE BOARD
July 18, 2024 / 5:30 p.m.
Meeting Minutes**

The Lapeer County Community Mental Health Full Service Board met on Thursday, July 18, 2024 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

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

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

Absent:

Rex Ziebarth

Guests: None.

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: None.

Changes to the Agenda:

- 6.B is for information only
 - 8.D scheduling Strategic Planning meeting
- 0724-001: Motion was made by B. Haggadone seconded by C. Howell to approve the changes to the agenda. All in favor. Motion carried unanimously.

Presentations: None.

Personnel Report:

- A. Staffing Report: June 2024

Finance:

- A. Expenditures List: June 2024
0724-002: Motion was made by B. Haggadone seconded by W. Hamilton to approve the June 2024 Expenditures. All in favor. Motion carried unanimously.
- B. Balance Sheet: June 2024
 - For information.
- C. General Ledger (Revenue/Expenses): June 2024
0724-003: Motion was made by W. Hamilton seconded by K. Morris to approve the June 2024 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: June 2024 Payroll
 - For information.
- E. Compliance Audit
0724-004: Motion was made by M. Voss seconded by C. Howell to accept the FY23 Compliance Audit. All in favor. Motion carried unanimously.

Approval of Meeting Minutes:

- A. June 20, 2024 Full Service Board Meeting Minutes
0724-005: Motion was made by W. Hamilton seconded by J. Webb to approve the June 20, 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 June 18, 2024
0724-006: Motion was made by K. Morris seconded by J. Webb to approve the policy revisions referenced in the attached minutes dated June 18, 2024. All in favor. Motion carried unanimously.
- B. Approval of the Region 10 SUD Treatment Services Contract Amendment #3
0724-007: Motion was made by B. Haggadone seconded by W. Hamilton to approve the Region 10 SUD Treatment Services Contract Amendment #3. All in favor. Motion carried unanimously.
- C. FY24 Prevention Amendment
0724-008: Motion was made by C. Russell seconded by W. Hamilton to approve the Region 10 SUD Prevention Contract Amendment #10. All in favor. Motion carried unanimously.
- D. Scheduling the Strategic Planning Meeting
0724-009: Motion was made by B. Haggadone seconded by J. Webb to hold the Strategic Planning Meeting on August 7, 2024 at 5:30 pm. All in favor. Motion carried unanimously.

Discussion Items:

- A. FY24 Dashboard Report Q3

CEO Report:

- CARF survey was held July 8-10. The majority of recommendations and suggestions were around policy change. The service programs being accredited had no recommendations. The full report should be received in six to eight weeks.

- Regarding the EHR the agency uses, St. Clair has requested to pull out of the contract. Brooke met with the Sanilac County CEO to discuss the shared contract. The changes would possibly be done in November. PCE is working on an updated contract.

CCO Report:

- There is a new group home opening on August 1.
- The agency has been working on Utilization Management with Region 10 to ensure the agency is providing adequate care. Multiple changes to the EHR and authorization process have taken place. Staff are working through the new process with very few problems.

Region 10 Update:

- Election of officers took place and L. Curtiss was elected as chair again.

Committee Reports:

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

Informational/Correspondence: None.

Adjourn: B. Haggadone motioned to adjourn at 6:04 pm., supported by W. Hamilton.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board