

The Lapeer County Community Mental Health Full Service Board met on Thursday, May 16, 2024 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

Kay Morris
Catherine Bostick
Jerry Webb
Mary Linn Voss
Lori Curtiss
Rex Ziebarth
Cheryl Howell
Truman Mast
William Hamilton
Brad Haggadone

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

Absent:

Donna Shelton

Guests:

Kristen Schank – Data Management Coordinator via Zoom

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: Three members of the public attended. No one spoke during public time.

Changes to the Agenda:

- 7. B will be moved to 8.A
0524-009: Motion was made by L. Curtiss seconded by C. Howell to approve the changes to the agenda. All in favor. Motion carried unanimously.

Presentations:

A. Kristen Schank – 1st Qtr FY24 PI Data

Finance:

- A. Expenditures List: April 2024
0524-010: Motion was made by K. Morris seconded by C. Howell to approve the April 2024 Expenditures. All in favor. Motion carried unanimously.
- B. Balance Sheet: April 2024
0524-011: Motion was made by M. Voss seconded by L. Curtiss to approve the April 2024 Balance Sheet. All in favor. Motion carried unanimously.
- C. General Ledger (Revenue/Expenses): April 2024
0524-012: Motion was made by W. Hamilton seconded by J. Webb to approve the April 2024 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: April 2024 Payroll
 - For information.
- E. Contract List: May 2024
0524-013: Motion was made by W. Hamilton seconded by K. Morris to approve the May 2024 Contract List. All in favor. Motion carried unanimously.

Approval of Meeting Minutes:

- A. May 2, 2024 Full Service Board Meeting Minutes
0524-014: Motion was made by B. Haggadone seconded by J. Webb to approve the May 2, 2024 Full Service Board Meeting Minutes. All in favor. Motion carried unanimously.

Action Items:

- A. Approve the Microsoft Dynamics 365 ERP software at a cost of \$1,960.00 and TMG professional service rates for implementation
0524-015: Motion was made by B. Haggadone seconded by W. Hamilton to approve the Microsoft Dynamics 365 ERP software at a cost of \$1,960.00 and TMG professional service rates for implementation based upon the rates in the quote provided dated by TMG May 14, 2024. All in favor. Motion carried unanimously.

Discussion Items:

- A. Properties Committee recommendation for architectural bids: There is a properties committee on May 23rd to review the bids. At that time, the committee will select which architect they will go with. The cost will be incurred by CMH. The recommendation will be brought back to the CMH board on June 20th for approval.

CEO Report:

- The county has posted the open board position on the website. There are currently two applicants. The commission will make the assignment on June 27th.
- Former board member, Dave Taylor has passed way.
- Have spoken more with Matt Wandrie and they are exploring the option of mobile offices.
- No update on the DHHS staff leaving their lease early.
- Brooke will be presenting an update on CCBHC positions for the personnel committee. All positions have been filled.
- Agency climate surveys have been received. Brooke is compiling results and send out to the board for review.

Informational/Correspondence:

A. June 2024 Calendar

Adjourn: B. Haggadone motioned to adjourn at 6:27 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