

The Lapeer County Community Mental Health Full Service Board met on Thursday, October 19, 2023 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

Mary Linn Voss
Kay Morris
Laird Kellie
Donna Shelton
Catherine Bostick
Brad Haggadone
Lori Curtiss
Jerry Webb
Cheryl Howell
Ronald Barnard
Tom Kohlman
Truman Mast

Lauren Emmons – CEO
Brooke Sankiewicz – CCO
Emma McQuillan – CFO
Larry Smith – Financial Consultant
Mandi Brace – Executive Secretary/recorder

Absent:

Guests:

Lisa Ruddy - Quality Improvement Supervisor
Jackie Shillinger - Quality Improvement Coordinator
Sarah Reynolds - Adult Clinical Case Management Supervisor
Christine Robertson - Adult Case Management Supervisor
Amy Morrison - HR Manager
Dena Kautz - Adult Case Manager
Laura Moore - ACTP Supervisor
Cheryl Bartel - ACTPCase Manager

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:

- One member of the public spoke during public time.

Changes to the Agenda:

- 8.A Board room table/room set up
1023-012: Motion was made by M. Voss seconded by C. Howell to approve the changes to the agenda. All in favor. Motion carried unanimously.

Presentations:

- A. Sarah Reynolds/Christine Robertson - Adult Case Management Annual Report
- B. Lisa Ruddy - 2023 Corporate Compliance Training
- C. Lisa Ruddy - FY24 Quality Improvement Plan
1023-013: Motion was made by K. Morris seconded by L. Kellie to approve the FY24 Quality Improvement Plan. All in favor. Motion carried unanimously.
- D. Jackie Shillinger - FY23 Customer Satisfaction and Accessibility Survey Report

Finance:

- A. Expenditures List: September 2023
1023-014: Motion was made by B. Haggadone seconded by J. Webb to approve the September 2023 Expenditures. All in favor. Motion carried unanimously.
- B. Audit Committee Report: September 2023 Payroll
 - For information.

Approval of Meeting Minutes

- A. October 5, 2023 Full Service Board Meeting Minutes
1023-015: Motion was made by B. Haggadone seconded by T. Kohlman to approve the October 5, 2023 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 October 10, 2023
1023-016: Motion was made by K. Morris seconded by M. Voss to approve the policy revisions referenced in the attached minutes dated October 10, 2023. All in favor. Motion carried unanimously.
- B. Approval of tree trimming work at the main building in the amount of \$2,100.00
1023-017: Motion was made by B. Haggadone seconded by J. Webb to approve tree trimming work at the main building in the amount of \$2,100.00. All in favor. Motion carried unanimously.
- C. Approve the addition of a full time BA Supervisor/Accounting Manager and a full time BA Supervisor/Contract Manager in the finance department
1023-018: Motion was made by R. Barnard seconded by J. Webb to approve the addition of a full time BA Supervisor/Accounting Manager and a full time BA Supervisor/Contract Manager in the finance department. All in favor. Motion carried unanimously.
- D. Approval of the Region 10 SUD Prevention Services contract from August 31, 2023 through September 30, 2024
1023-019: Motion was made by L. Curtiss seconded by T. Kohlman to approve the Region 10 SUD Prevention Services contract from August 31, 2023 through September 30, 2024. All in favor. Motion carried unanimously.
- E. Approve the clean-up of the gym at Maple Grove in the amount of \$3,232.00

1023-020: Motion was made by B. Haggadone seconded by L. Curtiss to approve the clean-up of the gym at Maple Grove in the amount of \$3,232.00. 11 Ayes, 1 Ney. Motion carried.

Discussion Items:

- A. Boardroom table/room set up: Discussed the issue of limited space in the boardroom and how it could be resolved. Consensus was to look at a different table arrangement to allow for more space and still allow everyone to hear. Mandi will bring back a couple of room arrangement ideas for the board to review at the next meeting.

CEO Report:

- A. Written report dated October 5, 2023 was provided.

Region 10 Update:

- Passed FY24 Budget
- Toured GHS new Children's Center.
- Proposed a couple of new policies.

Closed session: To review and consider the contents of an application for employment

1023-021: Motion was made by M. Voss seconded by T. Kohlman to go into closed session at 6:40 pm to review and consider the contents of an application for employment. Roll call vote: R. Barnard - Aye, C. Howell - Aye, L. Curtiss - Aye, T. Kohlman - Aye, B. Haggadone - Aye, L. Kellie - Aye, K. Morris - Aye, J. Webb - Aye, M. Voss - Aye, D. Shelton - Aye, T. Mast - Aye, C. Bostick - Aye. All in favor. Motion carried unanimously.

Return from closed session at 7:48 pm.

1023-023: Motion was made by J. Webb seconded by L. Kellie to accept the Executive Search Committee's recommendation move forward with Brooke Sankiewicz in the position of CEO. Roll call vote: R. Barnard - Ney, C. Howell - Ney, L. Curtiss - Aye, T. Kohlman - Ney, B. Haggadone - Ney, L. Kellie - Aye, K. Morris - Aye, J. Webb - Aye, M. Voss - Aye, D. Shelton - Aye, T. Mast - Ney, C. Bostick - Aye. Motion carried.

Informational/Correspondence: None.

Adjourn: B. Haggadone motioned to adjourn at 7:51 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Executive Secretary/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board