

**FULL SERVICE BOARD
October 3, 2024 / 5:30 p.m.
LCCMH Board Room
Meeting Minutes**

The Lapeer County Community Mental Health Full Service Board met on Thursday, October 3, 2024 in the Boardroom, 1570 Suncrest Drive, Lapeer, MI.

Present:

Kay Morris
Jerry Webb
Mary Linn Voss
Cheryl Howell
Christina Russell
Lori Curtiss
Donna Shelton
Catherine Bostick

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

Absent:

Rex Ziebarth
Brad Haggadone
Truman Mast
William Hamilton

Guests:

Lisa Ruddy, Quality Improvement Supervisor
Rebecca Brown, Quality Analyst

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 members of the public were in attendance.

Changes to the Agenda: None.

Presentations:

- A. Lisa Ruddy – FY25 QI Plan
1024-001: Motion was made by C. Howell seconded by J. Webb to approve the FY25 Quality Improvement Plan. All in favor. Motion carried unanimously.
- B. Lisa Ruddy – FY24 Customer Satisfaction Survey Report
- C. Lis Ruddy – FY24 Accessibility Report

Personnel Report:

- A. Staffing Report: September 2024

Approval of Meeting Minutes:

- A. September 19, 2024 Full Service Board Meeting Minutes
1024-002: Motion was made by K. Morris seconded by J. Webb to approve the September 19, 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 September 17, 2024
1024-003: Motion was made by K. Morris seconded by M. Voss to approve the policy revisions referenced in the attached minutes dated September 17, 2024. All in favor. Motion carried unanimously.
- B. Region 10 FY25 SUD Treatment Contract
1024-004: Motion was made by C. Russell seconded by J. Webb to approve the Region 10 FY25 SUD Treatment Contract. All in favor. Motion carried unanimously.
- C. Region 10 FY25 CMH Services Contract
1024-005: Motion was made by M. Voss seconded by C. Russell to approve the Region 10 FY25 CMH Services Contract. All in favor. Motion carried unanimously.
- D. FY23 Supplementary Schedule of Expenditures of Federal Awards
1024-006: Motion was made by C. Russell seconded by J. Webb to approve the FY23 Supplementary Schedule of Expenditures of Federal Awards. All in favor. Motion carried unanimously.
- E. FY25 Community Corrections Service Agreement
1024-007: Motion was made by J. Webb seconded by C. Russell to approve the FY25 Community Corrections Service Agreement. All in favor. Motion carried unanimously.
- F. Region 10 FY25 SUD Prevention Contract
1024-008: Motion was made by K. Morris seconded by M. Voss to approve the Region 10 FY25 SUD Prevention Contract. All in favor. Motion carried unanimously.

Discussion Items: None.

CEO Report:

- The temporary move for the Children's services to the Health department, the \$2,000,00.00 contribution to MERS and the maintenance position were all approved by the Board of Commissioners.
- Brooke and Laura met with the two Children's Supervisors and the Building & Grounds Director at the Health Department on Tuesday to view the available space. They discussed some construction options and will be contacting companies to develop drawings to be submitted for bid. Brooke will be scheduling a meeting next week with the ABA supervisor to view his program's space.
- The county is implementing a new payroll system effective January 2025. CMH staff have been participating in needed trainings and supplying numerous requested documents/data.

- There will be a new state database to track the Privileging and Credentialing process. P&C is required for all of our clinical/billable staff. It ensures they are providing a service within their scope of practice. Currently it is a very time consuming process of tracking paper forms of staff every two years. The new system will be all electronic and will only need to be completed every three years.

CCO Report:

- Individual Placement Services has a MiFAST review next week. Peers will be out for two days to review the department for fidelity. The supervisor of the program is working on a sustainability of employment goal.
- There will also be a MiFAST review of IDDT in November. Laura will share the findings once complete.
- Laura has been working with the triage team for more community inclusions The C-MICS staff have been focusing on the schools in the county. They are making connections at various schools.
- The triage supervisor has been in contact with the Imlay City police department in talks of implementing a Crisis Intervention Team. She has been on one call with the department and was able to deescalate the person in crisis.

Region 10 Update:

- L. Curtiss reports they reviewed and approved the contracts presented here today at the last meeting and were able to see the new facility in Genesee County.
- The MDHHS contract was submitted on Monday with all the strikeouts as requested. No feedback has been received from the state yet.

Committee Reports:

- A. Citizens Advisory Council: Meeting minutes attached.
- B. Health & Safety Committee: Meeting minutes attached.
- C. Recipient Rights Advisory Committee: Meeting minutes attached.
- D. Harmony Hall Advisory Committee: Meeting minutes attached.
- E. Golden Arrow: Meeting minutes attached.
- F. Trauma Committee: Meeting minutes attached.

Informational/Correspondence: None.

Adjourn: J. Webb motioned to adjourn at 6:44 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board