



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

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

**Present:**

Kay Morris  
Jerry Webb  
Mary Linn Voss  
Cheryl Howell  
Christina Russell  
Lori Curtiss  
William Hamilton  
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

**Guests:**

Lisa Ruddy, Quality Improvement Supervisor

**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 – Corporate Compliance Training

**Finance:**

A. Expenditures List: August 2024

0924-009: Motion was made by W. Hamilton seconded by K. Morris to approve the August 2024 Expenditures. All in favor. Motion carried unanimously.

B. Balance Sheet: August 2024

- For information
- C. General Ledger (Revenue/Expenses): August 2024  
0924-010: Motion was made by M. Voss seconded by C. Russell to approve the FY24 Budget Amendments. All in favor. Motion carried unanimously.  
0924-011: Motion was made by W. Hamilton seconded by C. Howell to approve the August 2024 General Ledger. All in favor. Motion carried unanimously.
- D. Audit Committee Report: August 2024 Payroll
  - For information
- E. Amended FY25 Subscription Contract List  
0924-012: Motion was made by K. Morris seconded by J. Webb to approve the Amended FY25 Subscription Contract List. All in favor. Motion carried unanimously.

**Approval of Meeting Minutes:**

- A. September 5, 2024 Full Service Board Meeting Minutes  
0924-013: Motion was made by M. Voss seconded by W. Hamilton to approve the September 5, 2024 Full Service Board Meeting Minutes. All in favor. Motion carried unanimously.

**Action Items:**

- A. Approval of the Strategic Plan  
0924-014: Motion was made by C. Russell seconded by C. Howell to approve the FY25-27 Strategic Plan. All in favor. Motion carried unanimously.

**Discussion Items:**

- A. Recommendation from Standards Committee to send delinquent accounts to collection  
0924-015: Motion was made by K. Morris seconded by J. Webb to support the Standards Committee recommendation to change the Delinquent Accounts 06.003.110 policy to add the language regarding sending account balances over \$200.00 to collections. All in favor. Motion carried unanimously.

**CEO Report:**

- Genesee Health Systems open house was last Friday. They have an amazing facility. For those attending the R10 board meeting tomorrow you will be able to see the facilities.
- We offered an Effective Management Training for the past two days to all of our supervisors and coordinators. It was presented by TBD. We extended the offer of the training to the county department heads/managers and Sanilac CMH. Each had about 6 in attendance. Brooke is very hopeful this will start to change the culture we have seen historically at CMH as well as providing tools/resources for our management staff.
- Brooke reached out to Matt Wandrie last week by email requesting a meeting to have a discussion about the availability of additional space in the community for two of our programs at Maple Grove. She has not heard back from him yet.

**Informational/Correspondence:**

- A. October 2024 Calendar
- B. CMHAM Fall Conference

**Adjourn:** J. Webb motioned to adjourn at 6:01 pm.

Respectfully submitted,

Prepared by: Mandi Brace

Mandi Brace, Support Services Manager/recorder

Approved by: Kay Morris

K. Morris, Secretary of the Board