

The Lapeer County Community Mental Health Services Board met on Thursday, September 15, 2022 in the Training Center, 1570 Suncrest Drive, Lapeer, MI.

Present:

Mary Linn Voss
Catherine Bostick
Kay Morris
Lori Curtiss
Donna Shelton
Jerry Webb
Rick Warren
Laird Kellie
Ronald Barnard
Jeremy Howe

Lauren Emmons – CEO
Emma Brandt – CFO
Tina Close – Children’s Clinical Director
Brooke Sankiewicz – Adult Clinical Director

Absent:

Mandi Brace – Executive Secretary/recorder
Larry Smith – Financial Consultant
Brenden Miller
Rex Ziebarth
Jeremy Howe

Guests:

Michelle Gould-Rice – Quality Management Supervisor
Shannon McCabe – Support Staff/recorder

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:

- Tim Galbraith, a board member from the Golden Arrow provided an update regarding changes at Golden Arrow.

Changes to the Agenda:

- A. Golden Arrow Contract added to discussion items per Chairperson Bostick request.
0922-001: Motion was made by L. Kellie seconded by J. Webb to approve the change to the agenda, adding Golden Arrow Contract as a discussion item. All in favor. Motion carried unanimously.

Presentations:

- A. Michelle Gould-Rice – Corporate Compliance Training

Finance:

- A. Expenditures List: July 2022
0922-002: Motion was made by K. Morris seconded by J. Webb to approve the July 2022 Expenditures List. All in favor. Motion carried unanimously.
- B. Balance Sheet: July 2022
0922-003: Motion was made by R. Warren seconded by M. Voss to approve the July 2022 Balance Sheet. All in favor. Motion carried unanimously.
- C. General Ledger (Revenue/Expenses): July 2022
0922-004: Motion was made by R. Barnard seconded by L. Kellie to approve the July 2022 General Ledger. All in favor. Motion carried unanimously.

Consent Agenda:

- A. Full Service Board Meeting Minutes: July 2022
- B. Committee of the Whole Meeting Minutes: August 2022
CW0822-001: Motion was made by L. Curtiss seconded by J. Webb to approve the Barracuda E-mail Protection subscription renewal at a cost of \$16,317.00. All in favor. Motion carried unanimously.

CW0822-002: Motion was made by R. Warren seconded by R. Ziebarth to table the proposal to purchase an outdoor storage building until the requested information has been gathered. All in favor. Motion carried unanimously.

CW0822-003: Motion was made by L. Curtiss seconded by M. Voss to approve the request to use a charter bus for transportation to the Walk-A-Mile event at a cost of \$1,750.00. All in favor. Motion carried unanimously.

CW0822-004: Motion was made by R. Warren seconded by K. Morris to approve the renewal of Square9 Softworks software at a cost of \$1,141.32. All in favor. Motion carried unanimously.

CW0822-005: Motion was made by R. Warren seconded by K. Morris to approve \$10,500.00 to Rowe Engineering for parking lot engineering survey and bid specs. All in favor. Motion carried unanimously.

CW0822-006: Motion was made by R. Warren seconded by L. Curtiss to approve \$247,407.00 to Birmingham Sealcoat to rebuild and pave Harmony Hall parking lot and the carport parking lot on Suncrest. All in favor. Motion carried unanimously.

0922-005: Motion was made by K. Morris seconded by L. Kellie to approve the Consent Agenda which includes the July 2022 Full Service Board Meeting Minutes and the August 2022 Committee of the Whole 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 August 9, 2022

- 0922-006: Motion was made by K. Morris seconded by M. Voss to approve the policy revisions referenced in the attached minutes dated August 9, 2022. All in favor. Motion carried unanimously.
- B. Approve ASO contract for FY22 in the amount of \$67,126.00
0922-007: Motion was made by R. Barnard seconded by J. Webb to approve the ASO contract with St. Clair County CMH Authority for FY22 in the amount of \$67,126.00. All in favor. Motion carried unanimously.
- C. Approval to contract with Altarum for a security risk analysis to identify IT security vulnerabilities and recommend corrective actions at a cost of \$1,700.00
0922-008: Motion was made by K. Morris seconded by R. Warren to approve to contract with Altarum for a security risk analysis to identify IT security vulnerabilities and recommend corrective actions at a cost of \$1,700.00. All in favor. Motion carried unanimously.
- D. Region 10 Contract Amendment #5
0922-009: Motion was made by M. Voss seconded by L. Kellie to approve the Region 10 Contract Amendment #5. All in favor. Motion carried unanimously.
- E. Approval of 3rd Quarter QI Report presented at the August 25, 2022 Full Board Meeting
0922-010: Motion was made by L. Curtis seconded by J. Webb to approve the 3rd Quarter QI Report. All in favor. Motion carried unanimously.
- F. Accept the FY23 General Fund Allocation and Contract in the amount of \$1,084,787.00
0922-011: Motion was made by K. Morris seconded by J. Webb to accept the FY23 General Fund Allocation and Contract in the amount of \$1,084,787.00. All in favor. Motion carried unanimously.

Discussion Items:

- A. Golden Arrow Contract – Catherine discussed contract. Paragraph 25 specifically and it being vague. Also Paragraph 24 stating the executive director needing to full time. Full time being defined as 7 days a week 13 hours a day. She suggested the language be changed in the next contract in October. Suggested adding an educational element to contract to help with training staff and Board Members. The board members will review the next Golden Arrow contract before renewal.

Informational:

- A. Administrative Reports: None
B. Correspondence: None

Adjourn: Meeting adjourned at 6:18 pm.

Respectfully submitted,

Prepared by: _____



Shannon McCabe, Support Staff/recorder

Approved by: _____



K. Morris, Secretary of the Board