

**Lapeer County Community Mental Health Center Mission Statement**

**Recovery: hope; choice; health; fulfilling dreams**

**LAPEER COUNTY  
COMMUNITY MENTAL HEALTH**

**FULL SERVICES BOARD  
MEETING MINUTES  
July 26, 2018 / 5:30 p.m.**

**BOARD MEETING START TIME: 5:30 pm**

The Lapeer County Community Mental Health Services Board met on Thursday July 26, 2018, in the CMH Training Center, 1570 Suncrest Drive, Lapeer, MI. The mission statement was read and roll was called.

**PRESENT:**

Tim Brown  
Laird Kellie  
Carol Winn  
Catherine Bostick  
Wayne Strandberg  
Kay Morris  
Mary Linn Voss  
Lori Curtis  
Ronald Barnard

Lauren Emmons – CEO  
Larry Smith – CFO  
Mandi Brace – Lead Support Staff/recorder

**ABSENT:**

Jeremy Howe  
Linda Jarvis

**GUESTS:**

Michelle Gould- Rice – Quality Improvement Coordinator

**1<sup>st</sup> PUBLIC TIME:**

**CHANGES TO THE AGENDA:**

- A. GAP Analysis Item 8.C.
- B. Contract List Update Item 8.D.

**PRESENTATIONS:**

**A. Michelle Gould-Rice: Overview of FY18 QI Plan – 2<sup>nd</sup> Qtr**

- The board requested:
  - request root cause analysis' relating to hospital readmissions
  - clarification on which jail populations qualify for mental health services while in jail.
  - Request Ed Ronders to attend a board meeting to discuss Veteran Services.

**PERSONNEL REPORT:**

**A. Human Resources Report: June 2018**

**FINANCE:**

**A. Expenditures List: June 2018**

0718-001: Motion was made by M. Voss seconded by T. Brown to approve the June 2018 Expenditures. MOTION carried unanimously.

**B. Balance Sheet: June 2018**

0718-002: Motion was made by T. Brown seconded by K. Morris to approve the June 2018 Balance Sheet. MOTION carried unanimously.

**C. General Ledger (Revenue/Expense): June 2018**

0718-003: Motion was made by T. Brown seconded by R. Barnard to approve June 2018 Expenditures/General Ledger. MOTION carried unanimously.

**CONSENT AGENDA:**

- A. Full Service Board Meeting Minutes: June 2018-** recommended changes were made.
- B. Committee of the Whole: July 2018-** recommended changes were made.
- C. 0718-004: Motion was made by M. Voss seconded by T. Brown to approve June 2018 Full Service Board/July 2018 Cow Minutes as amended.** All in favor, MOTION carried unanimously.
- D. Recipient Rights Meeting Minutes: July 2018**

**ACTION ITEMS:**

**A. Request approval of FY18 QI Plan – 2<sup>nd</sup> Qtr**

0718-005: Motion was made by L. Kellie seconded by T. Brown to approve FY18 QI Plan – 2<sup>nd</sup> Qtr. All in favor, MOTION CARRIED Unanimously.

**B. Request approval of FY19 CMH proposed budget**

0718-006: Motion was made by R. Barnard seconded by L. Kellie to approve FY19 CMH proposed budget. All in favor, MOTION CARRIED Unanimously.

**C. Request approval of GAP Analysis Proposal**

0718-007: Motion was made by K. Morris seconded by C. Winn to approve GAP Analysis Proposal not to exceed \$8,150. All in favor, MOTION CARRIED Unanimously.

**D. Request approval of Contract List Update**

0718-008: Motion was made by R. Barnard seconded by T. Brown to approve Contract List Update. All in favor, MOTION CARRIED Unanimously.

**DISCUSSION ITEMS:**

A. Memorial for Dr. Sprague to recognize all of his contributions to the parks  
0718-009: Motion was made by R. Barnard seconded by T. Brown to request that the county create a memorial to honor Dr. Sprague at one of the county parks. All in favor, MOTION CARRIED Unanimously.

B. Setting time limits for public time speakers- after discussion the following motion was made:

0718-010: Motion was made by C. Winn seconded by K. Morris to adopt the following procedures related to public time: 1. speakers must provide their name and address before addressing the board; 2. speaking time will be limited to 3 minutes per person; and 3. only 1 public time will be offered at the beginning of each meeting. All in favor, MOTION CARRIED Unanimously.

**COMMITTEE REPORTS:**

- A. Communications Planning Committee: Inactive
- B. Standards Committee: K. Morris next Meeting August 14<sup>th</sup>.
- C. Citizen's Advisory Committee: W. Strandberg July 2018 meeting canceled.
- D. Health and Safety Committee: R. Barnard July 2018 meeting canceled.
- E. Recipient Right Advisory Committee: C. Winn provided basic overview and minutes are in this packet.
- F. Harmony Hall Advisory Committee: K, Morris, July 2018 meeting canceled.
- G. Senior Reach Committee: K. Morris July 2018 meeting canceled.
- H. Golden Arrow: L. Jarvis absent.

**CEO'S REPORT:**

- A. Lauren:
- CARF survey went extremely well.
  - Representative Howell visited Harmony Hall this morning
  - Melinda Thibert recently passed the Mental Health First Aid training and will be a new trainer
  - Dr. Steinacker started this week and will be going on maternity leave in September. Dr. Cucchi will be covering her caseload at that time.
  - Steven Peters recently received a Doctorial level Full License as a Psychologist
  - Renewed SUD license in July
  - Authority status meeting scheduled for Aug 2nd

2<sup>nd</sup> PUBLIC TIME: None

**FOR INFORMATION:**

**A. Administrative Reports:**

1. Quality Council Meeting Minutes – Next Meeting 14 Aug 2018
2. Citizens Advisory Council – July 2018 canceled

**B. Correspondence:**

1. Aug 2018 Calendar

**ADDITIONAL ITEMS:**

- A. Board members would like to schedule another regional board meeting possibly in the fall.

**ADJOURN:** Motion was made by L. Kellie to adjourn at 7:35 p.m.

Respectfully Submitted

Prepared by: \_\_\_\_\_  
Bobbie Chaves, recorder/secretary

Approved by: Kay Morris  
Kay Morris, Secretary of the Board