

PROPOSED MINUTES

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

JULY 30, 2024

MEMBERS PRESENT: Roger Ballard, Lynne Brown, Bill Gray, Joyce Johnson, Robert Kozfkay, Brett Lester, Anna Lopez, Nanette Susalla, Angela Weber, Robyn Gorringer, John Groustra and Linda Willis

MEMBERS ABSENT: None

STAFF PRESENT: Wil Morris, Nicole Beagle, Beth Westover, Tony Shaver, Jamie Reinke, Sheila Hill, Nick Hauxwell, Beth Fromwiller, and Angie Hooper

GUESTS: None

- I. CALL TO ORDER: The Chairperson, Mr. Robert Kozfkay, called the meeting to order at 5:07 p.m.
The Pledge of Allegiance was recited by everyone in attendance and Mrs. Gorringer offered a prayer.
- II. ROLL CALL: Mrs. Angie Hooper, Recording Secretary, took the roll. A quorum was present.
- III. RECOGNITION OF GUESTS: Mr. Kozfkay acknowledged the staff in attendance.
- IV. ADOPTION OF AGENDA: Ms. Brown made the motion, with support from Mr. Gray, to approve the Agenda as presented. The motion carried.
- V. COMMENTS FROM THE PUBLIC: There were no comments.
- VI. APPROVAL OF MINUTES: Mr. Ballard made the motion, with support from Ms. Susalla, to approve the June 25, 2024 Board Meeting minutes as presented. The motion carried.
- VII. CEO'S REPORT: In addition to the written report, Mr. Morris added:
 - The parking lot pavement start date is on schedule to start August 26, 2024, and the projected end date is September 13, 2024. This will depend on weather conditions during that time.
 - Firebird Theater has given permission to use the row of parking spots next to Margaret Street during the parking lot construction. There are approximately 20 spots available.
 - Mr. Morris is working with Data and Contract Management to determine which staff can work from home during the project to minimize the difficulty of finding local parking and maneuvering through the construction. All service providers will report as scheduled.
 - Mr. Morris requested the August Audit Committee and Board meetings be moved up one week from August 27, 2024, to August 20, 2024, to circumvent any parking inconveniences for the Board members. The Board agreed to the request.
 - Mr. Morris will work with Committee Chairpersons to discuss alternate meeting locations for any committees scheduled during the project.

- AFSCME Representative Terri Campbell's last day is August 2, 2024. Her last meeting with our Agency was today, July 30, 2024. She is requesting to be informed of any Agency community activities.
- During the month of August, Board Committees will discuss a new process of moving from Board Effect to the board packets being reviewed by PDF through email.
- Board discussion regarding county schools losing mental health funding. We are waiting to hear from the ISD with more information.
- The Agency is continuing to work with PCE on the separation process from St. Clair CMH. We still have not received any clarification from St. Clair CMH as to their reasoning to separate.
- We are working with AFSCME on an LOU to implement a program that will allow the Agency to pay for licensure and testing to assist with retaining employees.
- The state is delaying the contract amendment for Region 10 related to Conflict Free Case Management which will currently prevent them from impeding our services through Access.

Mr. Gray made the motion, with support from Mr. Ballard, to accept the CEO's Report as presented. The motion carried.

VIII. COMMITTEE REPORTS:

a. AUDIT COMMITTEE (07/30/2024): Mr. Gray presented the report. Ms. Willis made the motion, with support from Ms. Brown, to accept the 07/30/2024 Audit Committee minutes as presented. The motion carried.

b. CCBHC COMMITTEE (07/11/2024): Mr. Groustra presented the report. Ms. Susalla made the motion, with support from Mr. Gray, to accept the 07/11/2024 CCBHC Committee meeting minutes as presented. The motion carried.

c. PERSONNEL COMMITTEE (07/22/2024): Mr. Gray presented the report. Ms. Susalla made the motion, with support from Mrs. Johnson, to approve the 07/22/2024 Personnel Committee meeting minutes as presented. The motion carried.

d. PROGRAM COMMITTEE (07/09/2024): Ms. Brown presented the report. Ms. Willis made the motion, with support from Mr. Ballard, to approve the 07/09/2024 Program Committee meeting minutes as presented. The motion carried.

e. CONSUMER ADVISORY BOARD (07/03/2024): Ms. Brown presented the report. Ms. Susalla made the motion, with support from Ms. Weber, to approve the Consumer Advisory Board meeting minutes for 07/03/2024 as presented. The motion carried.

f. PARENT ADVISORY COUNCIL (07/08/2024): Mrs. Johnson presented the report. Ms. Susalla made the motion, with support from Ms. Lopez to approve the 07/08/2024 Parent Advisory Council meeting minutes as presented. The motion carried.

g. OTHER: There were no other committee reports.

IX. PIHP REPORT: Mr. Kozfkay reported on the July 19, 2024, PIHP Board meeting. Mr. Kozfkay was not in attendance as he was on vacation. A quorum of in-person attendees was not present.

X. OLD BUSINESS:

a. OTHER: There was no other old business.

XI. NEW BUSINESS:

a. BILLS: Mr. Gray made the motion, with support from Ms. Brown, to pay the checks numbered 57231 through 57359 in the amount of \$1,300,508.26 as presented. The motion carried.

b. CREDIT CARD STATEMENT: Mr. Gray made a motion, with support from Ms. Willis, to pay the credit card statement for the period 06/18/2024 – 07/15/2024 in the amount of \$34,957.47 as presented. The motion carried.

c. PIHP/SANILAC CMH COMPREHENSIVE SPECIALTY SERVICES NETWORK CONTRACT – TREATMENT SERVICES FY 2024 – AMENDMENT #3, CDM #3342: Mr. Morris presented the CDM to the Board. This is a contract amendment through the SAMSHA grant which proves Sanilac CMH offers evidenced-based treatments, practices, and interventions for opioid use. Ms. Weber made the motion, with support from Mrs. Johnson to approve CDM #3342. The motion carried.

d. ONE-TIME LUMP SUM CHECK FOR SPECIALIZED RESIDENTIAL STAFF, CDM #3343: Mr. Morris presented the CDM to the Board. Residential providers struggle to retain staff due to low wages. Mr. Morris is requesting the approval of a one-time lump sum to assist with employee longevity. The Agency will be provided a list of all staff receiving the lump sum and the method utilized to determine amounts paid. Mr. Gray made the motion, with support from Mr. Ballard, to approve CDM #3343 as presented. The motion carried

e. RECOMMENDATION FOR APPOINTMENT TO THE PARENT ADVISORY COUNCIL, CDM # 3344: Mr. Morris presented the CDM to the Board. Mr. Ballard made the motion, with support from Mr. Gray, to approve the appointment of Ms. Shannon Glentz, a qualifying parent, to the PAC for a three-year term retroactive to July 8, 2024, and expiring on April 30, 2027. The motion carried.

f. SANILAC CMH WELLNESS PROGRAM BUDGET – FY 2025, CDM #3345: Mr. Morris presented the CDM to the Board. Ms. Susalla made the motion, with support from Ms. Lopez, to approve the continuation of the Wellness Program/Plan for an additional three years. This program enhances staff mental and physical wellness along with staff morale. The motion carried.

g. NEW AGENCY POLICIES, CDM #3346: Mr. Morris presented the CDM to the Board. Mr. Gray made the motion, with support from Mr. Ballard, to approve two formal policies that state we conform with accounting mandates pertaining to Federal Program Income and Expenditures and Equipment. The motion carried.

h. OTHER: There was no other new business discussed.

XII. REPORTS ON MEETINGS ATTENDED: There were no reports.

XIII. PUBLIC COMMENTS: There were no comments from the public.

XIV. ANNOUNCEMENTS: Committee meetings may be rescheduled or relocated due to the parking lot project. All members will be informed of any changes to dates and/or locations.

XV. DATE OF NEXT SCHEDULED MEETING: Tuesday, August 20, 2024, at 5:00 p.m.

XVI. ADJOURNMENT: There being no further business to discuss, the meeting adjourned at 5:47 p.m.

DATE: _____

Robert Kozfkay, Chairperson

DATE: _____

Linda Willis, Secretary

DATE: _____

Angie Hooper, Recording Secretary