

APPROVED: \_\_\_\_\_

PROPOSED MINUTES

**SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY**

DECEMBER 17, 2024

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

MEMBERS ABSENT: No members absent.

STAFF PRESENT: Wil Morris, Nicole Beagle, Jamie Reinke, Anthony Shaver, Beth Westover, Deb Messing, Sheila Hill, Nancy Tezak, Beth Fromwiller, and Angie Hooper

GUESTS: None

I. CALL ORDER: The Chairperson, Mr. Robert Kozfkay, called the meeting to order at 5:01 p.m.

The Pledge of Allegiance was recited by everyone in attendance and Ms. 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 REVISED AGENDA: Ms. Brown made the motion, with support from Ms. Willis, to approve the Revised Agenda as presented. The motion carried.

V. COMMENTS FROM THE PUBLIC: There were no comments from the public.

VI. INFORMATIONAL PRESENTATION

a. Board Longevity Awards: Mr. Morris proudly presented Ms. Gorringer and Mr. Gray with the longevity awards for their service on the Sanilac County Community Mental Health Board of Directors. Mr. Gray has been of service to the Board for 10 years and Ms. Gorringer has been of service to the Board of Directors for 25 years. We are so grateful for their time, and unwavering commitment to the Agency.

VII. APPROVAL OF MINUTES: Mr. Ballard made the motion, with support from Mr. Gray, to approve the November 26, 2024, Board Meeting minutes as presented. The motion carried.

VIII. CEO'S REPORT: In addition to the written report, Mr. Morris added that he was on the WMIC radio station on Wednesday, November 27<sup>th</sup> and Wednesday, December 11<sup>th</sup>. He spoke about the Agency's participation in Thankful Thursdays, and about the holiday season and how important it is to be kind, patient, and empathetic to others. The season is not always joyous for some and can be a struggle to get through, so a kind word, a smile and a hello sometimes is all someone may need. Reach out to neighbors and community members you know that may be struggling during this time of year.

Mr. Morris would like to thank the staff that voluntarily represented Sanilac CMH at the Sandusky Implement Parade. Mr. Morris donated the use of his golf cart, and the staff decorated the cart before

entering the parade, and the rest of the staff walked behind the cart waving to the crowd. We also had a warming station at our Croswell location during the Croswell Santa Parade.

Mr. Morris shared that the Agency participated in Adopt-a-Family, which provided gifts to sixty-one members of our community, Toys for Tots, and a food drive for the men's shelter.

Mr. Morris discussed the two legislative bills that have passed through the House of Representatives that may offset the healthcare costs. We will keep the Board updated as we receive more information.

Mr. Morris shared that Region 10, along with two other regions, has filed an injunction with the court against the State. Discussion followed and questions were answered.

Mr. Morris announced Camilla Roff, RN, retired last week after 20 years of service to the Agency. She will be missed but we are happy for her and this exciting new journey.

Mr. Morris is pleased to announce that the January 2025 Staff of the Month is Amanda Smith. She contributes significantly to our individuals and to the Nursing and greater MI Adult Department. Her organizational skills, as well as her ability to look ahead, make her effective in collaborating with our Providers. She has a unique ability to establish a rapport with our individuals, making them feel welcome on their visits. Congratulations, Amanda!

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

#### IX. COMMITTEE REPORTS:

a. AUDIT COMMITTEE (12/17/2024): Mr. Gray presented the report. Ms. Susalla made the motion, with support from Ms. Willis, to accept the 12/17/2024 Audit Committee meeting minutes as presented. The motion carried.

b. CCBHC COMMITTEE (12/12/2024): Mr. Groustra presented the report. Ms. Susalla made the motion, with support from Ms. Lopez, to accept the 12/12/2024 CCBHC Committee meeting minutes as presented. The motion carried.

c. PERSONNEL COMMITTEE (12/16/2024): Mr. Gray presented the report. Ms. Susalla made the motion, with support from Ms. Lopez, to approve the 12/16/2024 Personnel Committee meeting minutes as presented. The motion carried.

d. PROGRAM COMMITTEE (12/10/2024): Mr. Lester presented the report. Ms. Willis made the motion, with support from Mr. Gray, to approve the 12/10/2024 Program Committee meeting minutes as presented. The motion carried.

e. RECIPIENT RIGHTS ADVISORY COMMITTEE (12/10/2024): Mr. Morris presented the report. Ms. Susalla made the motion, with support from Ms. Weber, to approve the 12/10/2024 Recipient Rights Advisory Committee meeting minutes as presented. The motion carried.

f. CONSUMER ADVISORY BOARD (12/04/2024): Ms. Brown presented the report. Ms. Gorringer made the motion, with support from Ms. Susalla, to approve the 12/04/2024 Consumer Advisory Board meeting minutes as presented. The motion carried.

g. PARENT ADVISORY COUNCIL (12/09/2024): Ms. Johnson presented the report. Mr. Gray made the motion, with support from Mr. Lester, to approve the 12/09/2024 Parent Advisory Council meeting minutes as presented. The motion carried.

h. OTHER: There were no other committee reports.

Mr. Morris reported that we have a Request for Proposal for Community Living Supports, Skill Building and Respite services. We have not received any complaints regarding the services provided at this time, however with the shortage of respite workers we would like to have one or two more agencies available to ensure services would not be hindered or delayed in the future.

X. PIHP REPORT: Mr. Kozfkay shared that the next PIHP Board meeting will be on Friday, December 20<sup>th</sup>. The PIHP Board Members have received the CEO Evaluation to complete, and this will be reviewed by the Executive Committee at this meeting. Ms. Brown made the motion, with support from Ms. Susalla, to accept the PIHP Report as presented. The motion carried.

XI. OLD BUSINESS:

a. OTHER: There was no old business.

XII. NEW BUSINESS:

a. BILLS: Mr. Gray made the motion, with support from Mr. Ballard, to pay the checks numbered 58112 through 58244 in the amount of \$1,437,609.16 as presented. The motion carried.

b. CREDIT CARD STATEMENT: Mr. Gray made a motion, with support from Ms. Brown, to pay the credit card statement for the period 11/16/2024 to 12/16/2024 in the amount of \$31,997.02 as presented. The motion carried.

c. FY2024 RECIPIENT RIGHTS ANNUAL REPORT, CDM #3373: Mrs. Tezak presented the CDM to the Board. Ms. Susalla made the motion, with support from Mr. Lester, to approve the FY2024 Annual Report as presented. The motion carried.

d. INFLATIONARY STAFF ADJUSTMENT TO MAINTAIN COMPETITIVENESS, CDM #3374: Mr. Morris presented the CDM to the Board. Mr. Gray made the motion, with support from Ms. Brown, to approve the increase in the Cost of Living for Classifications I through VI by 1% and the Cost of Living for Classification VII and above including independent contracts by 2% at the discretion of the CEO effective 12/16/2024 (first day of the pay period). The total cost of this adjustment will be \$166,094.54. The motion carried.

e. OTHER: There was no other new business.

XIII. REPORTS ON MEETINGS ATTENDED: No meetings attended.

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

XV. ANNOUNCEMENTS: Wil would like to wish everyone a Merry Christmas and Happy New Year! This is a time when we can all reflect on the past year and look forward to what is ahead in the New Year. Enjoy your time with family and friends and we look forward to seeing you all in January 2025!

XVI. DATE OF NEXT SCHEDULED MEETING: Tuesday, January 28, 2025, at 5:00 p.m.

XVII. ADJOURNMENT: There being no further business to discuss, the meeting adjourned at 5:49 p.m.

DATE: \_\_\_\_\_

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Robert Kozfkay, Chairperson

DATE: \_\_\_\_\_

\_\_\_\_\_  
Linda Willis, Secretary

DATE: \_\_\_\_\_

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Angie Hooper, Recording Secretary