

ST. CLAIR COUNTY COMMUNITY MENTAL HEALTH AUTHORITY
3111 Electric Avenue
Port Huron, Michigan 48060

GROUP MEETING: SCC Community Mental Health Board
SUBJECT: Regular Meeting
PLACE: St. Clair County Community Mental Health
3111 Electric Avenue, Port Huron
DATE: February 11, 2025
TIME: 5:00 p.m.
PRESIDING: Nancy Thomson, Chairman

IN PERSON: L. Ames, D. Davey, J. Jowett-Lee, R. Mirabelli, K. Nicholl, E. Priemer, K. Schieweck
(out at 6:10pm), N. Thomson, J. Totty (out at 6:10pm)
VIRTUAL: None
ABSENT: A. Essian, M. Partipilo, E. Pierce
ALSO PRESENT: Guests Video Conference: None
Guests In Person: R. Kiehler
Staff In Person: T. Delor, H. Fogarty, K. Gallagher, D. Hazlewood, D. Hayes, D.
Johnson, J. Marocco, M. Measel-Morris, S. Shank, K. Thompson, T. Wells (recording
secretary)
Staff Video Conference: None

I. CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Chairman Thomson.

II. CITIZENS WISHING TO ADDRESS THE BOARD

None.

IV. AGENDA CHANGES

None.

A motion was made to approve the consent agenda as presented by Mr. Priemer, seconded by Ms. Davey. **MOTION CARRIED.**

V. CONSENT AGENDA

- A. Presentation or Previous Meeting Minutes
- B. Monthly Bank Reconciliation
- C. Presentation of Bills to be Paid – December 2020 & January 2025
- D. Funding Bucket Report
- E. Board Policies for Approval

Mr. Schieweck made a motion to approve the Consent Agenda stating: “I move to approve the Consent Agenda consisting of the January 2025 Regular Board Meeting Minutes, Monthly Bank Reconciliation balance totaling \$12,610,758.68, Bills to be Paid for December 2024 totaling \$6,587,289.84, Bills to be Paid for January 2025 totaling \$6,946,003.33, the Funding Bucket Report for December 2024. And the board policies presented for approval”, the motion was seconded by Ms. Jowett-Lee to approve the items within the consent agenda. **MOTION CARRIED.**

VI. ACTION ITEMS

A. Microsoft Invoice

Mr. Hayes presented the Microsoft Invoice that they previously received an emailed communication from Ms. Johnson on January 28, 2025 regarding. The licensing was set to expire on January 31, 2025. Microsoft has had changes to its licensing structure since the last agreement. Special rates for government or non-profits are no longer offered, and it is also now required that we pay for licensing on an annual basis. The lowest bid received for the licensing was with Precision Computers for \$311,724.00.

Board discussion took place about the cost, and a switch to google from Microsoft was suggested. The amount of CMH systems that Microsoft is utilized in was discussed. Word, Excel, PowerPoint, Publisher, Email, Teams, ect. There would also be a training component for all CMH staff.

It was moved by Ms. Davey, seconded by Ms. Totty to approve the Microsoft Invoice as presented. **MOTION CARRIED**

B. Nursing Area Renovation – Electric Ave.

Ms. Delor presented a bid received from Salski Construction for a Nursing area renovation project. The bid from Salski Construction was the only bid received.

Mr. Schieweck suggested utilizing “Bid Net” to possibly get more bids / options for the project. The board agreed that the renovation project be posted on Bid Net, and bids reviewed next month.

C. Region 10 PIHP Specialty Services Contract

Ms. Delor presented the Region 10 PIHP Specialty Services Contract.

It was moved by Ms. Totty, seconded by Ms. Jowett-Lee to approve the Region 10 PIHP Specialty Services Contract as presented. **MOTION CARRIED.**

D. Region 10 PIHP Substance Use Disorder Treatment Contract

Ms. Delor presented the Region 10 PIHP Substance Use Disorder Treatment Contract.

It was moved by Ms. Davey, seconded by Ms. Totty to approve the Region 10 PIHP Substance Use Disorder Treatment Contract as presented. **MOTION CARRIED.**

E. Annual Submission

Ms. Measel-Morris presented the Annual Submission report.

It was moved by Ms. Davey, seconded by Mr. Schieweck to approve the Annual Submission report as presented. **MOTION CARRIED.**

F. Annual Awards Overview

The Board Annual Awards Committee consisting of Ms. Jowett-Lee, Ms. Partipilo, and Mr. Schieweck met prior to this meeting. The committee presented the following suggested overview to the board:

- Event Date: May 21, 2025
- \$15 per person
- Community Service Award: Kathy Baker
- Organization Award: Best Kids
- Media Award: John Flemming

It was moved by Mr. Schieweck, seconded by Ms. Ames to approve the Annual Awards Overview as presented. **MOTION CARRIED.**

VII. CHIEF EXECUTIVE OFFICER

A. Chief Executive Officer

1. Chief Executive Officer Report

Ms. Johnson presented the Chief Executive Officer Report to the SCCCMH Board.

2. Employee / Community Relations & Training Department Report

Ms. Johnson presented the Employee / Community Relations & Training Department report to the SCCCMH Board.

VIII. INFORMATIONAL ITEMS

A. Chief Financial Officer

1. Chief Financial Officer Report

Ms. Hazlewood presented the Chief Financial Officer Report with the SCCCMH Board.

B. Chief Operating Officer

1. Chief Operating Officer Report

Ms. Delor presented the Chief Operating Officer Report to the SCCCMH Board.

C. Chief Clinical Officer

1. Chief Clinical Officer Report

Ms. Gallagher presented the Chief Clinical Officer Report to the SCCCMH Board.

D. Program Operations

1. Adult Services Reports

Ms. Thompson presented her Adult Services Report to the SCCCMH Board. Ms. Thompson also shared that there has been an asset limit increase for Medicaid eligibility. People are going to be encouraged to reapply.

Mr. Marocco presented his Adult Services Report to the SCCCMH Board.

2. Children & Family Services Report

Ms. Fogarty presented the Childrens and Family Services Report to the SCCCMH Board.

E. Support Services Director

1. Support Services Director Report

Ms. Measel-Morris presented the Support Services Director Report to the SCCCMH Board.

F. Human Resources Director

1. Human Resources Director Report

Ms. Shank presented the Human Resources Director Report to the SCCCMH Board including the staffing dashboard.

G. Information Technology / Security Director

1. Information Technology / Security Director Report

Mr. Hayes presented the Information Technology / Security Director Report to the SCCCMH Board.

H. Region 10 PIHP

1. Board Meeting Minutes

The Region 10 Board Meeting Minutes were made available for review.

IX. BOARD FORUM – N. Thomson

Nothing.

X. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

None.

XI. ADJOURNMENT

It was moved by Ms. Davey, seconded by Ms. Mirabelli, to adjourn. **MOTION CARRIED.**

With no further business to discuss the meeting was adjourned at 6:36 p.m.

Respectfully submitted,

Tracy Wells
Recording Secretary