

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

GROUP MEETING: Recipient Rights Advisory Committee

SUBJECT: Regular Meeting

PLACE: St. Clair County Community Mental Health Authority

DATE: May 20, 2025

TIME: 12:00 pm

PRESIDING: Nancy Thomson, Chairperson

PRESENT: Dawn Davey, JoAnn Wilton, Julie Jowett-Lee, Lori Ames, Nancy Thomson, Paula Jowett, and Rosella Mirabelli

ABSENT: Dr. Katherine Albrecht

STAFF PRESENT: Jocelyn Henderson, Sandy O'Neill, and Sandy Horne

STAFF ABSENT: Marissa George and Tracy Duncan

I. CALL TO ORDER

The meeting was called to order at 12:00 pm by Chairperson Thomson.

II. AGENDA CHANGES

There were no agenda changes.

III. CITIZENS WISHING TO ADDRESS THE COMMITTEE

There were no citizens wishing to address the Committee.

IV. APPROVAL OF MINUTES

The minutes of the February 25, 2025, Recipient Rights Advisory Committee meeting was reviewed by the Committee. Ms. Mirabelli made a motion to approve the minutes as written. Ms. Jowett-Lee seconded. MOTION CARRIED.

It was noted the RRAC meeting minutes can now be found on our website.

V. PRIMARY BUSINESS ITEMS

A. Administrative Function:

1. MDHHS Semi-Annual Report

The MDHHS Semi-Annual Report is due to the State by June 30, 2025. The State has a new portal the report is now submitted in to. Ms. O'Neill will have the report inputted ahead of the State's deadline.

B. Complaint Resolution Function:

1. Aggregate Complaint Data Report

The Committee reviewed and discussed the SCCCMHA Aggregate Data Report. The time-period covered by the report was 1/1/2025 – 3/31/2025. During this time-period there were:

- 73 New Complaints
- 95 New Allegations
- 49 Not Substantiated Allegations
- 03 No Right Involved Allegations
- 02 Outside Provider Jurisdiction
- 00 Pending Allegations
- 41 Substantiated Allegations

Ms. O'Neill reviewed the report with the Committee. There was general discussion regarding complaints, completion timeframes and completion percentages. It was noted that as society changes, so do the numbers on the aggregate report.

The Committee was informed that as of today, we are 24 complaints away from the total number of complaints received for the entire 2024 fiscal year. With four months to go in Fiscal Year 2025, it is probable that the ORR team will surpass last year's number of complaints shortly.

Ms. O'Neill complimented her "amazing" advisors as they have not gone over their completion timeframes for complaints. With the increase in the number of complaints, this is becoming harder to achieve.

C. Monitoring Function:

1. Incident Reporting

FY2025 Q2 – Summary Data Report:

The Committee reviewed and discussed the FY2025 Q2 Incident Report Summary Data Report. The Committee asked questions about specific categories and increased numbers in those areas. It was noted the increase in police involvement

going hand in hand with the increase in elopement. Also noted was the substantial increase in smoking marijuana being only directed towards one home.

2. *Parent/Guardian Monitoring Program*

Ms. O'Neill relayed that 68 surveys were returned this year. There were many favorable comments and only a few negative ones. Ms. O'Neill sent an email to supervisors of the sites with negative comments to make sure they are aware of the feedback and to get clarification, if needed.

The ORR received a considerable amount of Rights Champion nominations along with feedback from this survey.

3. *Site Visits:*

It was shared with the Committee that Ms. Horne will be taking over performing site visits from Ms. Henderson. Ms. Henderson stated with the addition of new homes, subtractions of homes no longer occupied by St. Clair County residents, day programs and ABA providers, the ORR provides a total of 93 yearly site visits.

D. Prevention/Education Function:

1. *Rights Champion Newsletter – May 2025:*

The Committee was provided with a copy of the May 2025 Newsletter. Ms. O'Neill gave Ms. Henderson a shout out for her work on putting together such a pleasing newsletter. Ms. Henderson's detail for colors, layout and content should be noted.

Rights Champions are now being presented with treats and gift baskets at their place of employment instead of the banquets that used to occur here at SCCCMH. This new process seems to be going well and work better for all involved.

It was noted the Rights Champion Newsletter can now be found on the SCCCMH Website, and it was featured on the SCCCMH Facebook page under Recipient Rights/Champions Acknowledged.

2. *Training for RRAC Membership:*

1. Administrative Policy #05-001-0040, Incident Reports

Ms. O'Neill provided training regarding the standards and procedures outlined in the policy. This training provided additional information to the Committee on the process for monitoring, reporting, documenting, and investigating *Incidents* involving *recipients* of mental health services.

2. Administrative Policy #05-001-0045, Reporting Suspected Abuse or Neglect

Ms. O'Neill provided training regarding the standards and procedures outlined in the policy. This training provided additional information to the Committee

on Mental Health Code 330.1722 Sec. 722. (1) A recipient of mental health services shall not be subjected to abuse or neglect.

VI. OTHER BUSINESS ITEMS

A. Rights Champion Newsletter: May Champions:

1. Shelly Bailes and Kathy Ward – Community Enterprises
2. Brandi Troy – Innovative - Mayfield

B. “Rights Champion” Recognition:

1. The Committee was updated on the new process celebrating winners.
2. 2024 Rights Champion of the year, Heather Lane, Innovative Housing will be honored at the annual Awards Banquet on May 21, 2025.

C. ORR Staff:

1. Sandy Horne accepted the new position of ORR Administrative Technician. Ms. Horne’s start date with the Rights Office was April 7, 2025.

D. New RRAC Member:

1. Dr. Katherine Albrecht is joining the Committee and will hopefully be at the August RRAC meeting.

E. SCCCMHA Awards Banquet – Celebrating 60 years:

1. Cost: \$15.00
2. Location: Blue Water Convention Center
3. Time: 5:00 pm – 7:00 pm

F. RRAC Meeting Dates for 2025:

(Please note: All meetings take place at 12:00pm at the SCCCMHA-Administration Building.)

1. August 26, 2025
2. November 18, 2025

G. Announcements:

Ms. Jowett-Lee stated she likes the change of balancing positives and negatives. Ms. O’Neill noted we are trying to let people know we are all on the same team.

VII. ADJOURNMENT

With no further business to discuss, Chairperson Thomson adjourned the meeting at 12:45pm.

Respectfully submitted,

Sandy Horne
ORR Administrative Tech.

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