

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

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GROUP MEETING: SCC Community Mental Health Board

SUBJECT: Regular Meeting

PLACE: St. Clair County Community Mental Health  
3111 Electric Avenue, Port Huron

DATE: November 18, 2025

TIME: 5:00 p.m.

PRESIDING: Nancy Thomson, Chairman

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IN PERSON: K. Albrecht, D. Davey (out at 5:20 p.m.), J. Jowett-Lee, R. Mirabelli, K. Nicholl, M. Partipilo, E. Pierce, E. Priemer, K. Schiweck, J. Totty, N. Thomson

ABSENT: None

ALSO PRESENT: Guests In Person: Renae Kiehler

Staff In Person: L. Campbell (out at 5:20 p.m.), T. Delor, H. Fogarty, K. Gallagher, D. Hazlewood, M. Humbert (out at 5:20 p.m.), D. Johnson, J. Marocco, M. Measel-Morris, S. Shank, K. Thompson, T. Wells (recording secretary)

I. CALL TO ORDER

The meeting was called to order at 5:05 p.m. by Chairman Thomson.

II. CITIZENS WISHING TO ADDRESS THE BOARD

None.

III. AGENDA CHANGES

The following agenda changes were proposed: due to a declared conflict of interest item V.B.2. Monthly Payment Report from the Consent Agenda and listed individually for action as a standalone motion as Action Item VI.D.; and removal of VI.A. Executive Compensation Philosophy and Personnel Subcommittee Functionality Policy.

It was moved by Mr. Schiweck, seconded by Ms. Jowett-Lee to approve the Agenda Changes as proposed. **MOTION CARRIED**.

IV. PROGRAM PRESENTATION – DATA DRIVEN SERVICES: HIGHLIGHTS OF OUR SUCCESS

Ms. Campbell, MM, Data Management Supervisor; Ms. Humbert, MSDS, Analytics Supervisor; and Ms. Measel-Morris, MA, MA, Ph.D., presented “Data Driven Services: Highlights of Our Success” to provide an overview of how St. Clair County Community Mental Health collects, analyzes, and applies a wide range of data—such as CCBHC metrics, social determinants of health, waiver participation, utilization trends, program productivity, and customer experience—to strengthen service quality and improve outcomes across the agency.

V. CONSENT AGENDA

- A. St. Clair County CMH Previous Meeting Minutes
- B. Finance
  - 1. Monthly Bank Reconciliation
  - 2. ~~Monthly Payment Report~~
  - 3. Funding Bucket Report
  - 4. Community Foundation Fund Statement
- C. St. Clair County CMH Board Policies
- D. Region 10 PIHP Board Meeting Minutes

Mr. Schieweck made a motion to approve the Consent Agenda stating: “I move to approve the Consent Agenda consisting of the October 2025 Regular Board Meeting Minutes, the Monthly Bank Reconciliation Totaling \$13,264,375.95, the Funding Bucket Report, the St. Clair County CMH Board Policies, and the Region 10 PIHP Meeting Minutes.” The motion was seconded by Ms. Mirabelli to approve the items within the consent agenda. **MOTION CARRIED**.

VI. ACTION ITEMS

- A. Executive Compensation Philosophy and Personnel Subcommittee Functionality Policy
- B. St. Clair County CMH By-Laws

Chairman Thomson led a discussion regarding the St. Clair County CMH By-Laws. It was noted that the Board Chair, as an ex officio member of any committee, does count toward a quorum and that this must be considered when determining the “one less than quorum” number for committee appointments. It was further noted that the :duties of the Past Chair would” be defined as providing historical knowledge, and that the Policy Committee will be incorporated into the St. Clair County CMH Board By-Laws.

It was moved by Ms. Jowett-Lee, seconded by Ms. Partipilo, to approve the St. Clair County CMH By-Laws with the changes as discussed. **MOTION CARRIED**.

C. Strategic Plan 2026

Ms. Delor presented the Strategic Plan for 2026.

It was moved by Ms. Jowett-Lee, seconded by Mr. Priemer, to approve the St. Clair County Community Mental Health Strategic Plan for 2026. **MOTION CARRIED**.

D. Monthly Payment Report

A motion was previously made to remove the Monthly Payment Report from the Consent Agenda and place it as an individual action item. Mr. Schieweck requested this change due to a conflict and his intention to abstain from any motions associated with the approval of the Monthly Payment Report.

It was moved by Ms. Partipilo, seconded by Ms. Jowett-Lee, to approve the Monthly Payment Report. **MOTION CARRIED, with Mr. Schieweck abstaining**.

VII. CHIEF EXECUTIVE OFFICER

A. Chief Executive Officer Report

Ms. Johnson provided an overview of her CEO Report to the CMH Board.

Ms. Johnson provided an update on Property Development Activities located at 3001 Electric Avenue:

Request for Proposals (RFP) for Group Home

As previously reported, an RFP was issued in October seeking proposals for the design and construction oversight of a group home for children. Ms. Johnson reported that focus remains on establishing a supportive living environment that caters to the needs of the children needing community-based crisis-stabilization residential services in our community. The RFP deadline was 11/10/2025. Two proposals have been received. The next step will be interviews with both firms, which will take place in the next two weeks. Ms. Delor will have the dollar amount of the proposals for architectural design of the Children's Therapeutic Group Home forwarded to the board.

Developer Engagement:

Multiple discussions have taken place with developer Mr. Joe Heaphy, ETHOS, who has expressed interest in constructing affordable housing.

Community Foundation

Conversations have taken place with Mr. Randy Maiers at the St. Clair County Community Foundation. Following discussions that Mr. Maiers had with his executive committee, a proposal has emerged where the Community Foundation is suggesting that we divide the property into four distinct parcels. Discussion took place on potential use of each parcel. The Community Foundation is interested in a parcel located toward the middle of the property that the foundation proposes CMH either sells or donates to the Community Foundation. The Community Foundation would facilitate the development of fourteen cottage homes. This initiative would be fully funded by private donors and would not depend on any funds from SCCCCMH, taxpayer dollars, or federal funding. Notably, any contractors engaged in this portion of the project would be required to work with students from the RESA vocational technical program, promoting skill development and community involvement. No cost has been involved in the development of the plans provided to the board for review.

The board will consider the request of dividing the property into parcels. Ms. Johnson offered to reach out to Mr. Maiers to see if he could attend the next board meeting, and the board was in support of this.

1. Employee / Community Relations Department Report

The board was provided with the Employee / Community Relations Department Report. Ms. Johnson provided highlights of the report's contents and upcoming events.

2. CEO Self Evaluation

The board was provided with Ms. Johnson's Self Evaluation for 2025.

VIII. LEADERSHIP TEAM REPORT

A. Data Management Reports

1. Customer Experience Survey Report

The board was provided with the Customer Experience Survey Report.

2. FY2025 Quality Improvement Plan Annual Report

The board was provided with the FY2025 Quality Improvement Plan Annual Report.

3. FY2026 Quality Improvement Program Plan

The board was provided with the FY2026 Quality Improvement Program Plan.

Ms. Measel-Morris was present for any discussion regarding the Customer Experience Survey Report, the FY2025 Quality Improvement Plan Annual Report, and the FY2026 Quality Improvement Program Plan.

B. Administrative Services Reports

1. Safety Program Annual Report FY 2025

The board was provided with the Safety Program Annual Report for FY2025.

2. Strategic Plan Report – FY2025 Q4

The board was provided with the Strategic Plan Report for FY2025 Q4.

Ms. Delor was present for any discussion regarding the Safety Program Annual Report for FY 2025 and the Strategic Plan Report for FY2025 Q4.

IX. Board Education / Forum / Governance

A. Board Vacancy

Ms. Lori Ames has resigned from the St. Clair County CMH Board. Ms. Ames was an at large member who resides in district five. Ms. Ames was an asset to the CMH Board for many years, and will be missed.

The St. Clair County Board of Commissioners has been notified of Ms. Ames' resignation, as they appoint board members to the CMH Board. While the current membership perspectives meet the requirements of the Mental Health Code, the board recognizes perspectives that are underrepresented on the board, in particular someone to represent the Substance Use Disorder (SUD) population and the minority/multicultural population. A letter will be sent to the Board of Commissioners asking them to take these underrepresented categories into consideration when appointing the next board member.

B. CEO Annual Assessment Process

Chairman Thomson reviewed the CEO Annual Assessment Process, including the assessment timeline, overall process, evaluation criteria, and the sample assessment form provided with the

CMH Board. Chairman Thomson requested that board members complete their assessments by November 28, 2025. The Board concurred that Ms. Wells will distribute the assessment to all members utilizing the SurveyMonkey tool.

C. Policy Committee

Board members interested in joining the CMH Board Policy Committee should contact Ms. Wells.

D. Fall Conference Feedback

1. Riverwood Center's Journey to New "Ends"  
Powerpoint provided to board.

2. Other Feedback  
Attendees shared their experience at the CMHA Fall Conference.

X. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

A. Group Home Communications App.

The Board discussed the possibility of emerging communications applications that may, in the future, serve as a useful tool for family members to receive updates and information regarding their loved ones residing in group homes. It was noted that the use of such applications would be solely at the discretion of each individual group home provider, should they choose to explore that option. This is not a requirement or directive that CMH can impose.

XII. ADJOURNMENT

It was moved by Mr. Schieweck, seconded by Mr. Priemer, to adjourn. **MOTION CARRIED.**

With no further business to discuss the meeting was adjourned at 6:58 p.m.

Respectfully submitted,

*Tracy Wells*

Tracy Wells  
Recording Secretary