

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 14, 2023
TIME: 5:00 p.m.
PRESIDING: Nancy Thomson, Chairman

IN PERSON: L. Ames, J. Bligh, D. Davey, J. Jowett-Lee, E. Priemer, K. Schieweck (out at 6:00p.m.),
J. Totty, N. Thomson, A. Tucker
VIDEO CONFERENCE: A. Essian (on at 5:30p.m.), M. Partipilo
ABSENT: M. Paulus
ALSO PRESENT: Guests Video Conference: R. Kiehler
Guests In Person: None
Staff In Person: K. Farr, D. Johnson, E. Rice (out at 5:26p.m.), M. Measel-Morris, K.
Gallagher(out at 6 :30p.m.), T. Pingitore, T. Wells
Staff Video Conference: None

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. PROGRAM PRESENTATION – Employment, In-Shape, Galley & MRS

Ms. Rice joined today's board meeting to present on the programs she supervises', Employment, In-Shape, Galley and MRS.

Individual Placement and Support (IPS) – IPS is an evidence base practice that provides supported employment for those with serous and persistent mental illness and/or substance use disorders.

Key Principles of IPS:

- Competitive Employment
- Systematic Job Development
- Rapid Job search
- Integrated Services
- Benefits Planning
- Zero Exclusion
- Time-Unlimited Support

Opportunities for Success

- Based on the Discovery Model and Customized Employment Model, both created for persons with intellectual/developmental disabilities
- Discovery is a process between 2 and 8 weeks (in some cases longer) where a person, their family/support system and case holder participate in a journey to create 3 themes for the Employment Specialist and person to explore to find the right fit for employment
- According to ODEP “customized employment is a process for achieving competitive integrated employment or self-employment through a relationship between employee and employer that is personalized to meet the needs of both.”

Benefits Coaching/Counseling

- Benefits coaching is performed at CMH for any person who has a benefit and wants to work. We have two certified Benefit-to-Work coaches.
- Ms. Rice also holds Work Incentive Practitioner (WIP-C) credentials from Cornell University which allows a more intensive work incentive planning and support a person if difficulties arise with the SSA.
- This team reviews work incentives including the Trial Work Period, Substantial Gainful Activity, Medicaid, Medicare, SSI 1619B and support a person with budgeting and reporting wages to the SSA.
- Growing the benefits team will support more SSA and other benefits education at SCCCMH.

Michigan Rehabilitation Services

- The team provides individualized services that assist potential employees with differing abilities to prepare for, pursue and retain careers. We partner with business in employee development, business consulting and corporate relations.
- The Mission: “Develop customized workforce solutions for businesses and individuals with disabilities.”
- The Vision: “A diverse and inclusive workforce that unites businesses and individuals with disabilities toward a common good.”

In-Shape

- A health development initiative for individuals experiencing mental illness.
- The goals of the initiative are to improve physical health and quality of life, reduce the risk of preventable diseases, and enhance the life expectancy of individuals experiencing serious mental illnesses.

The Galley

- Home-style Cooking classes have been developed with Mr. Mike Moretz at the Chef’s table and Ms. Lori Gauthier supporting the program’s needs.
- Enrollees come to the class two days a week to learn how to cook healthy low-cost meals.
- Each class has four to six students. This allows each person to participate with making the meal and learning proper food handling and safety.

IV. AGENDA CHANGES – N. Thomson None.

V. PRESENTATION OF PREVIOUS MEETING MINUTES

A. Regular Board Meeting Minutes – January 10, 2023

It was moved by Mr. Schieweck, seconded by Ms. Totty, to approve the Regular Board Meeting Minutes of January 10, 2023 as written. **MOTION CARRIED**

VI. PRESENTATION OF RECEIPTS/DISBURSEMENTS

It was moved by Ms. Jowett-Lee, seconded by Ms. Totty, to approve the Receipts/Disbursements for the month ending December 31, 2022, as presented. **MOTION CARRIED**

VII. PRESENTATION OF BILLS TO BE PAID

It was moved by Mr. Priemer, seconded by Ms. Davey, to approve the Bills to be Paid for December 2022 in the amount of \$5,216,059.83, as presented. **MOTION CARRIED**

VIII. ITEMS FOR ACTION

A. Annual Awards Committee Recommendations – Itinerary and Awards Recipients

The Annual Awards Committee met yesterday. The recommended awards recipients, public per person cost for the event, and per plate amount to be spent on breakfast were presented to the board by Ms. Johnson.

It was moved by Mr. Schieweck, seconded by Ms. Tucker to approve the Annual Awards Committee recommendations. **MOTION CARRIED**

B. Finance Committee Proposal

Ms. Farr reviewed the Finance Committee Proposal that was presented at the last board meeting. The committee would consist of three to four board members and take a deeper dive into SCCCMH finances. The Finance Committee would provide financial analysis, advice, and oversight of the organizations budget. Their sole responsibility is to ensure the organization is operating within its allocated funding to provide programs and services to the community.

Mr. Essian, Ms. Thomson, Mr. Schieweck and Ms. Jowett-Lee volunteered for the committee.

It was moved by Mr. Schieweck, seconded by Ms. Ames to put the SCCCMH Finance Committee in place. **MOTION CARRIED**

C. SCCCMH Board Policies for Approval

Ms. Pingitore presented the SCCCMH Board Policies for approval. These policies were presented for review at the December board meeting.

It was moved by Ms. Jowett-Lee, seconded by Ms. Totty to approve the SCCCMH Board Policies as presented. **MOTION CARRIED**

D. Protocall Contract

Ms. Measel-Morris presented the Protocall Contract. Protocall is the after-hours phone answering services that will be replacing BHR.

It was moved by Ms. Jowett-Lee, seconded by Ms. Totty to approve the Protocall contract as presented. **MOTION CARRIED**

E. Piece by Piece Autism Therapy

Ms. Measel-Morris presented a service contract that would be with Piece by Piece Autism Therapy. Piece by Piece Autism is operated out of Sanilac County, and utilizes ABA to treat children who have a diagnoses of Autism Spectrum Disorder, ADHD and other behavioral conditions.

It was moved by Ms. Jowett-Lee, seconded by Ms. Ames to approve the Piece by Piece Autism Therapy contract as presented. **MOTION CARRIED**

F. Capac Parking lot

Mr. Hayes presented options for expanding the Capac Parking lot. After hearing both options, the board agreed on Option 1: Expand the parking lot to allow for 34 additional spaces. It would extend the lot to Bryce Road (behind our building) giving visitors options to now enter or exit from Bryce or Downey Road. Currently they can only enter and exit from Downey Road. This option would require minimal changes to the catch basin that is currently on the property. This solution was estimated to be roughly \$350,000. Approval is needed so that the bidding process can begin.

It was moved by Mr. Schieweck, seconded by Ms. Ames to approve Capac Parking lot Proposal Option 1. **MOTION CARRIED**

IX. INFORMATIONAL ITEMS

A. Finance Updates – K. Farr

1. Funding Bucket Report

Ms. Farr presented the funding bucket report for December 2022. There are no current concerns.

Ms. Bligh stated that board members who had attended conferences in 2022 had received incorrect W2s. Ms. Farr stated that the reason for this was a training issue related to board travel that has been resolved, and finance is working with ADP to have the new W2's issued.

B. Administrative Updates

1. Board Policies for Review

Ms. Pingitore presented the board policies for review. Board members should send any feedback they have on these policies to Ms. Wells by February 24, 2023.

C. Data / Contract Management

Ms. Measel-Morris shared that the recent CARF visit went well. The virtual option for this visit was a little rocky. In the future, if in person is an option, we will elect that route.

D. Program Operations Updates

1. Employee of the Month & Team of the Month

Ms. Gallagher presented the Employee and Team of the month for November.

Employee of the Month:

Caring, compassionate, and heart of gold are just a few phrases used to describe Deb Kokoszka. Several individuals Deb has supported recently spoke up about how she has helped them in their recovery journeys.

Deb has been instrumental in helping the individuals on their recovery journey. She is also someone who exemplifies respectful treatment of others and continuously treats everyone she meets with dignity.

Apart of the individuals she works with, Deb is also an excellent coworker. She regularly takes the time to provide positive feedback to others, she is a great team player, and understands the importance of building up a team through consistent communication and recognition. Deb's positivity is often shared with others through inspirational emails.

Deb is always willing to go the extra mile for others. A few highlights include her care and concern during COVID when she made sure those on her caseload were getting what they needed. She also started a Women's Wellness group that meets regularly. She arranges for guest speakers and solicits donations for the group to enhance their experience and provide a safe place for members to share.

For demonstrating behavior that, although not required or expected, served to enrich or enhance the life of an individual we serve and her commitment to service excellence, Deb is SCCCMH's November Employee of the Month.

Team of the Month:

Through a commitment to teamwork and desire to achieve a common goal, the CCBHC team, including Jeff Stoner, Joshua Feher, Heather Grybowski, Rosetta Lee, Christy Cesaro, Kathy Melick, Myra Obarzanek, Melissa Jones, Stacey Scott, Lisa Hubbard, Danielle Tuffin, Pat Gillard, and Tiffany Emig are the November team of the month.

During the past year, this team has worked together to ensure individuals receiving services at St. Clair County Community Mental Health that are eligible for the CCBHC demonstration funding were entered into the WSA State Database. More than 4,000 individuals were in the program by the CCBHC staff, FIPA Techs, and Data staff. The clerical team has supported these efforts by ensuring signatures were obtained for consents which allowed the process to be completed.

While ensuring individuals who are eligible for CCBHC were enrolled was an assigned job task, this group went beyond expectations to ensure goals were met and individuals benefited from this integration of care. Everyone worked together to guarantee compliance with both MDHHS and SCCCMH requirements.

For their commitment to service excellence and demonstrating ideal team work to achieve a common goal, Jeff, Joshua, Heather, Rosetta, Christy, Kathy, Myra, Melissa, Stacey, Lisa, Danielle, Pat, and Tiffany are SCCCMH's November Team of the Month.

2. Other

Ms. Gallagher provided an update on Talk Space. St. Clair County residents, ages 14 and older, to have access to online therapy at no cost to them. This includes unlimited messaging, as well as the option to schedule one live session per month with a Talkspace therapist for three months. They also offer other valuable resources and a self-guided option. To sign up people visit scccmh.org/talkspace and complete registration.

E. Facilities Updates

1. Mr. Hayes provided an update on the new Marine City building. Everything is moving along on schedule. Cabling is in and it's expected that dry wall will be started next week.

F. Community Education / Public Relations Reporting

Ms. Johnson presented on Community Education and Public Relations.

Community Outreach/Trainings

- 01/09/2023: Law Enforcement Appreciation Day
- 01/09/2023: Port Huron Northern Health and Wellness Week
- 01/10/2023: Traveling Art Show Reception
- 01/11/2023: Port Huron High School Health and Wellness Week
- 01/13/2023: SC4 Nursing Student Training
- 01/19/2023: St. Clair County Community Mental Health Community Forum
- 01/31/2023: Harbor Impact Ministries Impact Day

Upcoming Events/Activities

- 02/15/2023 – Community Forum (5:30 p.m. – 7 p.m.; Community Enterprises – 1033 26th St., Port Huron)
- 02/16/2023 – Community Forum (5:30 p.m. – 7 p.m.; SCCCMH West – 14675 Downey Rd., Capac)
- 02/28/2023 – Harbor IMPACT Day
- 05/05/2023 – SCCCMH Annual Awards Breakfast
- 05/13/2023 – 15th Annual Healthy Minds, Healthy Bodies Run for Recovery (Volunteers needed)

G. Region 10 PIHP Update

1. Board Meeting Minutes

The Region 10 Board Meeting Minutes were included for board member review.

X. CHIEF EXECUTIVE OFFICER'S REPORT

A. CMHA Updates

PAC Campaign

Ms. Johnson provided the CMHA memorandum regarding the 2023 PAC Campaign. Donations to the CMH PAC help support the candidates running for office who are supportive of CMHA efforts. People can donate by going to the website or scanning the QR code on the distributed memo.

CMHA Winter Conference

Ms. Johnson along with some members of Leadership Team and a member of the board recently attended the CMHA Winter Conference. Ms. Johnson shared some key take aways:

- Technology exists where a finger print is required to open a medication box. This would be very beneficial to those on controlled medications.
- Elleos is a vendor that the group met with. This vendor offers a technology that integrates into the current electronic health record and could reduce documentation up to 50%. This is going to be looked into further as anything that could reduce staff documentation time is worth looking into.
- Access to Care, inpatient beds and workforce development are going to be priorities in 2023.

B. National Council Updates

The Public Health Emergency ends May 11, 2023.

C. Talk Space

Covered above under Ms. Gallagher.

D. FY24 Executive Budget

The governor's budget was presented on February 8, 2023. Some highlights include:

- \$15 million to create a new foster care respite care program to provide temporary, occasional relief to foster parents.
- \$210.0 million to increase wage support to direct care professionals.
- \$300 million for student mental health to ensure students' needs can be identified and provided with the right support.
- Gun violence prevention
- PTSD in first responders

If anyone would like the complete budget emailed to them, please contact Ms. Wells.

E. Other

XI. BOARD FORUM – N. Thomson

A. Advisory Council Meeting Minutes

The minutes presented were reflective of the Advisory Council Meeting.

B. Upcoming Board Activities

1. Nominations Committee Appointment – March 2023

XII. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

Ms. Davey was welcomed as the newest member of the SCCCMH board. She is representing Commissioner Vandenbossche's district. Ms. Davey shared some of her lived experiences that make her a strong advocate for Mental Health. She also serves on the Algonac City Council and is on the ARC Board of Directors. Ms. Davey is a welcome addition to the board!

XIII. ADJOURNMENT

It was moved by Ms. Totty, seconded by Ms. Ames, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tracy Wells".

Tracy Wells

Recording Secretary