

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

IN PERSON: A. Essian, L. Ames, D. Davey, J. Jowett-Lee, E. Priemer, K. Schieweck, , J. Totty, N. Thomson, A. Tucker

VIDEO CONFERENCE:

ABSENT: M. Partipilo, J. Bligh

ALSO PRESENT: Guests Video Conference: R. Kiehler
Guests In Person: None
Staff In Person: T. Delor, K. Farr, D. Hayes, D. Johnson, D. Hazelwood, M. Measel-Morris, K. Gallagher, T. Pingitore, T. Wells
Staff Video Conference: None

I. CALL TO ORDER

The meeting was called to order at 5:08 p.m. by Chairman Thomson.

II. CITIZENS WISHING TO ADDRESS THE BOARD – None

III. AGENDA CHANGES – N. Thomson

It was requested that a closed session related to a personnel matter be added to the end of the meeting.

It was moved by Ms. Ames, seconded by Ms. Totty, to add a closed session regarding personnel.

MOTION CARRIED

IV. PRESENTATION OF PREVIOUS MEETING MINUTES

It was moved by Ms. Davey, seconded by Mr. Priemer, to approve the Regular Board Meeting Minutes of February 14, 2023 as written. **MOTION CARRIED**

V. PRESENTATION OF RECEIPTS/DISBURSEMENTS

It was moved by Mr. Priemer, seconded by Mr. Essian, to approve the Receipts/Disbursements for the month ending January 30, 2023, as presented. **MOTION CARRIED**

VI. PRESENTATION OF BILLS TO BE PAID

It was moved by Ms. Totty, seconded by Mr. Essian, to approve the Bills to be Paid for February 2023 in the amount of \$5,163,870.53, as presented. **MOTION CARRIED**

VII. ITEMS FOR ACTION

A. MDHHS Annual Submission Requirements

Prior to tonight's meeting the Public Hearing was held where Ms. Measel-Morris reviewed the MDHHS Annual Submission.

It was moved by Mr. Schieweck, seconded by Ms. Totty to approve the MDHHS Annual Submission. **MOTION CARRIED**

B. Marine City Update

Mr. Hayes provided an update on the renovations for the new Marine City Building. The initial budget projections approved by the CMH Board at the February 14, 2022 Board meeting was set at \$1.5 million. This estimate was largely based on multiple rough estimates from the various contractors involved.

Mr. Hayes reviewed a document that shows the current costs. The items that are still listed as estimates are due to real costs not being available until closer to completion.

Currently the total we are showing is closer to \$1.6 million. It is believed the items still showing as estimated costs, are very close to where their final costs will settle.

In speaking with the General Contractor (Labelle) we are currently running \$16,000 under budget for LaBelle's costs. This would mean a credit back to CMH for that amount if no unforeseen costs occur between now and when the project is finished. We are still on track to have the project finished in late May.

Mr. Hayes asked that the Board approve the current projection of \$1.6 million plus a contingency percentage to be determined by the board, to allow completion of the project without an additional board approval. Recommended contingency is between 3% and 10%.

Mr. Schieweck suggested looking into a digital sign similar to the one recently installed at the Electric Ave. location. A similar sign would offer advertising and promotion of CMH events and services.

It was moved by Mr. Essian, seconded by Ms. Tucker to approve the current projection of \$1.6 million plus a 10% contingency. **MOTION CARRIED**

VIII. INFORMATIONAL ITEMS

A. Finance Updates – K. Farr

Ms. Farr reported that the first Board Finance Committee meeting took place prior to tonight's meeting at 4:00 pm. Mr. Essian was nominated the Chairman of the committee. The committee's purpose is to provide a deeper dive and understanding of the SCCCMH Budget and finances.

1. Funding Bucket Report

Ms. Farr presented the funding bucket report for January 2023 with a focus on the 2023 actual column. Mr. Essian added that the Finance Committee meeting went well, and he had nothing to add at this time.

2. Administrative Updates

Ms. Farr introduced Ms. Hazlewood from the Finance Department.

3. Community Foundation Fund Statement

Ms. Farr reviewed the Community Foundation Fund Statement dated 01/01/2022 – 12/31/2022. Current available Spendable Balance is \$70,419.90

B. Program Operations Updates

1. Employee of the Month & Team of the Month

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

Employee of the Month:

Staying calm during times of uncertainty or stressful events can make all the difference in taking the appropriate actions. Brian Fanion recently demonstrated his ability to stay calm and think clear to help an individual he works with get the care needed.

During a routine delivery and home visit, Brian found an individual unconscious in their residence. Brian took quick action by calling for EMS. Following the individual's transportation to the hospital, Brian went above and beyond to ensure the individual was getting the care needed, following their status closely after admission.

Brian's calm demeanor while taking swift action, likely saved the individual's life that day. The individual was able to return home after receiving care at the hospital for several days, all while Brian was ensuring the individual was safe and improving. For demonstrating behavior that went above and beyond what was required or expected to ensure an individual was treated with dignity and respect while getting the necessary care, Brian is SCCCMH's December Employee of the Month.

Team of the Month:

Demonstrating teamwork, communication, and a willingness to jump in when needed are just a few reasons why Mary Beth Mini and Cadi Fahley are the December team of the month. While the Capac site was preparing to undergo a facelift, Mary Beth and Cadi packed and unpacked the office, while attending to their assigned duties. This additional effort helped ensure the area was prepped for work and others working with them experienced minimal disruptions.

They routinely consider the best interests of the West office and work together to ensure the team there experiences a sense of belonging and community. To accomplish this they've taken on decorating the office for Christmas to organizing team building events.

The rest of the team at the Capac location feels supported and has total confidence in their abilities. A provider recently commented that, "the team at Capac sets the standard of what

excellent communication looks like, I honestly can't think of anything I would change and the entire team makes my job much easier on days I am with you. I am never guessing if patients have arrived or not, I sincerely appreciate how fast patients are greeted and roomed to keep everything on track and prevent us from falling behind." The individuals at Capac are treated like family and Cadi and Mary Beth greet them with friendly smiles and prompt follow up to ensure they are on schedule before leaving appointments.

For their commitment to teamwork and desire to achieve a common goal, which works to strengthen communication and cooperation among staff, and providing service excellence to individuals served, Mary Beth and Cadi are the December team of the month.

2. Other

Ms. Gallagher stated that children in need of crisis services continues to be a major struggle for Michigan families. There are kids in need of inpatient stays and crisis intervention services and a serious lack of inpatient beds resulting in children and families spending an excessive amount of time in the Emergency Room. Children's crisis homes are currently non-existent due to legislation that prohibits any kind of seclusion and restraint on children, even if the child is a danger to themselves. Legislation on this needs to change. Ms. Johnson has been consistently seeking support from Senator Lauwers. We are looking to arrange another Legislative lunch to voice concerns and advocate for change. Ms. Davey stated that Senator Lauwers will be having a meeting with another board that she is involved with and she will be happy to discuss the issue with him.

C. Community Education / Public Relations Reporting

Ms. Delor presented on Community Education and Public Relations.

Community Outreach/Trainings

- 02/02/2023 – Community Forum – Child and Family Services Building
- 02/15/2023 – Community Forum – Community Enterprises, Port Huron
- 02/16/2023 – Community Forum – SCCCMH West, Capac
- 02/17/2023 – Creative Arts Contest Deadline
- 02/28/2023 – Harbor Impact Ministries – Impact Day

Upcoming Events/Activities

- 04/02/2023 – Autism Awareness Day
- 05/05/2023 – SCCCMH Annual Awards and All Agency In-Service
- 05/15/2023 – 15th Annual Run for Recovery

Casual for a Cause donations and media coverage were also reviewed.

D. Region 10 PIHP Update

1. Board Meeting Minutes

The Region 10 Board Meeting Minutes were included for board member review. Mr. Priemer stated that they did not have a quorum for the last R10 meeting and the minutes accurately depict what took place at the meeting.

IX. CHIEF EXECUTIVE OFFICER'S REPORT

A. CMHA Updates

Ms. Johnson encouraged board members to visit the CMHA website. Their newsletter is posted their.

B. Annual Recognition Meeting May 5, 2023

The Annual Meeting is scheduled for May 5, 2023 starting at 8:30am at the Convention Center.

C. Other

- Ms. Johnson announced that the winning art work of this year's High School art contest will also be used to design the run shirts for this year's Run for Recovery.
- Ms. Johnson reported that there has not been any interest yet on the building in Marine City that we have for sale.
- The Employee Culture and Wellness Committee presented ideas to the Leadership Team. It was suggested that Lunch and Learns with Leadership Team Members return. Employees will be notified if they would like to schedule a lunch or breakfast team member with a Leadership Team member to contact Ms. Wells.
- Ms. Johnson shared that Ms. Karen Cole, former SCCCMH Board Member is currently at Sandborn Home should anyone want to send well wishes.

X. BOARD FORUM – N. Thomson

A. Advisory Council Meeting Minutes

Ms. Thomson stated that the notes from the Advisory Council meeting are reflective of the meeting, and noted that there are new members.

B. CMH Board Member Appointment Process

The Board of Commissioners recently sent out letters of intent to SCCCMH Board Members reaching the end of their three-year terms. Mr. Paulus indicated that he did not wish to continue with the SCCCMH Board, leaving a vacancy. Mr. Paulus had an at large position on the board. Currently, there have not been any recommendations for a replacement. If anyone knows of someone who could be a good candidate for the board, please have them contact Ms. Wells so that she can assist with the application process if needed.

C. Nominations Committee Appointments

The Election of Officers will take place at the next SCCCMH Board Meeting. The nominations committee will be in contact with members of the board for officer nominations.

XI. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

CLOSED SESSION

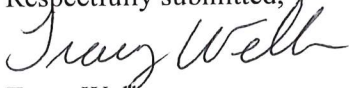
With no other business to discuss, it was moved by Mr. Essian, seconded by Ms. Totty to move into CLOSED SESSION to discuss a personnel matter. **MOTION CARRIED.**

It was moved by Mr. Essian, seconded by Ms. Totty to move out of CLOSED SESSION at 6:08 p.m. **MOTION CARRIED.**

XII. ADJOURNMENT

It was moved by Ms. Davey, seconded by Ms. Jowett-Lee, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 6:09 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tracy Wells".

Tracy Wells
Recording Secretary