

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: May 9, 2023
TIME: 5:00 p.m.
PRESIDING: Nancy Thomson, Chairman

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

ABSENT: None

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 5:00 p.m. by Chairman Thomson.

II. CITIZENS WISHING TO ADDRESS THE BOARD – None

III. PROGRAM PRESENTATION

Ms. Irene Schuck joined tonight's board meeting to present on a division of the Finance Department. Ms. Schuck provided an overview of assistance provided to individuals in Residential and AFC Homes related to finances.

IV. ELECTION OF OFFICERS

The Nominating Committee met and developed the Slate of Officers that was presented at tonight's Board meeting. The Slate of Officers is as follows: Chairman – Ms. Nancy Thomson; Vice Chairman – Ms. Julie Jowett-Lee; Secretary/Treasurer – Ms. Martha Partipilo; each have indicated a willingness to serve.

The Election of Officers was then conducted beginning with the Office of Chairman. The Nominating Committee has recommended Ms. Nancy Thomson. The board was asked if there were any nominations from the floor, three times. Hearing none, protocol for a unanimous ballot occurred and the nominations were closed.

It was moved by Mr. Essian, seconded by Ms. Totty, to close the nominations and unanimously accept the 2023-24 Slate of Officers, as presented. **MOTION CARRIED**

The Officers of the St. Clair County Community Mental Health Board for 2023/24 are:

Chairman: Nancy Thomson
Vice Chairman: Julie Jowett-Lee
Secretary/Treasurer: Martha Partipilo

V. AGENDA CHANGES – N. Thomson

Remove IX.F SCCCMH Mission, Vision & Values and IX.G SCCCMH Code of Ethics from the agenda. The SCCCMH Leadership Team would like more time to review and possibly revamp.

VI. PRESENTATION OF PREVIOUS MEETING MINUTES

A. SCCCMH Board Meeting Minutes 3/14/2023

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

B. SCCCMH Board Meeting Minutes 4/11/2023

It was moved by Ms. Totty, seconded by Ms. Bligh, to approve the Regular Board Meeting Minutes of April 11, 2023 as written. **MOTION CARRIED**

VII. PRESENTATION OF RECEIPTS/DISBURSEMENTS

A. Receipts and Disbursements 4/2023

It was moved by Mr. Essian, seconded by Mr. Schieweck, to approve the Receipts/Disbursements for April 2023, as presented. **MOTION CARRIED**

B. Receipts and Disbursements 5/2023

It was moved by Mr. Essian, seconded by Ms. Partipilo, to approve the Receipts/Disbursements for May 2023, as presented. **MOTION CARRIED**

VIII. PRESENTATION OF BILLS TO BE PAID

A. March 2023

It was moved by Ms. Jowett-Lee, seconded by Ms. Ames, to approve the Bills to be Paid for March 2023 in the amount of \$7,181,909.19, as presented. **MOTION CARRIED**

B. April 2023

It was moved by Ms. Totty, seconded by Ms. Ames, to approve the Bills to be Paid for April 2023 in the amount of \$5,354,790.19, as presented. **MOTION CARRIED**

IX. ITEMS FOR ACTION

A. Appointments to Board Committees

The board reviewed current committee assignments. Mr. Essian agreed to serve on the Advisory Council. No other changes.

It was moved by Mr. Priemer, seconded by Mr. Essian, to approve the Board Committee Appointments. **MOTION CARRIED**

B. Board Policies for Approval

Ms. Pingitore presented the Board Policies for Approval.

It was moved by Mr. Essian, seconded by Mr. Schieweck, to approve the Board Policies for Approval. **MOTION CARRIED**

C. Staff Retention Payment

Ms. Farr presented the Staff Retention Payment proposal. SCCCMH Leadership Team would like to offer two \$1,500 retention payments (\$3,000 total) to all employees that work at our provider locations within our geographic boundaries. These payments we be planned to be made by June 16, 2023 and August 25, 2023, based on employees that are employed as of May 9, 2023 and July 31, 2023, respectively and currently employed as of the dates of the special payroll runs.

In addition, SCCCMH Leadership Team would like to offer our CMH staff a one-time retention payment of \$3,000 to be paid by May 19, 2023 for those staff employed as of May 9, 2023 and currently employed as of the date of the special payroll run.

If we see the same level of participation that we had in FY2022 we estimate a cost of approximately \$4.8 million related to this recommendation. This additional cost, above and beyond our original budget allocation, has been considered and approved by the Region 10 Board at their March 2023 meeting.

Ms. Farr stated that they are requesting approval from the Board to offer and reimburse our providers for a one-time \$3,000 staff retention payment, to be split into two separate payments, one in May/June and the other in August of 2023 for employees of provider locations within our geographic boundaries and a one-time staff retention payment of \$3,000 for our CMH staff to be paid in May 2023.

It was moved by Mr. Essian, seconded by Ms. Tucker, to approve the one-time \$3,000 staff retention payment, to be split into two separate payments, one in May/June and the other in August of 2023 for employees of provider locations within our geographic boundaries and a one-time staff retention payment of \$3,000 for our CMH staff to be paid in May 2023. **MOTION CARRIED**

D. Amendment to CEO Employment Contract

Ms. Pingitore presented an amendment to Ms. Johnson's contract, that she would be included in the Staff Retention Payment, board approval item C.

It was moved by Mr. Schieweck, seconded by Ms. Jowett-Lee, to approve the Amendment to the CEO Employment Contract, as written. **MOTION CARRIED**

E. Safehaus, Inc. Service Contract.

Ms. Measel-Morris presented the Saefaus, Inc. Contract for Board Approval.

Children's Crisis Residential provider located in Macomb County. Safehaus is a short-term (8 to 14 days) intensive crisis residential center that provides all the care a hospital provides in a home-like setting.

It was moved by Ms. Jowett-Lee, seconded by Ms. Partipilo, to approve the contract with Safehaus, Inc. as written. **MOTION CARRIED**

F. SCCCMH Mission, Vision & Values

Removed from agenda under "Agenda Changes"

G. SCCCMH Code of Ethics

Removed from agenda under "Agenda Changes"

X. INFORMATIONAL ITEMS

A. Finance Updates – K. Farr

Ms. Farr reported that the Board Finance Committee meeting took place prior to tonight's meeting at 4:00 pm. The Committee noted no concerns at this time.

1. Funding Bucket Report

Ms. Farr presented the funding bucket report for March 2023.

B. Program Operations Updates

1. Employee of the Month & Team of the Month

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

Employee of the Month:

Nurses are often viewed as compassionate people; Mary Croteau takes compassion a step further with her extraordinary patient care. She always makes time to talk with her patients and thoroughly explain things. Mary believes it is important to understand where the individuals she is working with are at in their recovery journeys so that she can provide the best care possible. Her commitment to navigating challenges and successes with individuals is unmatched.

Mary is also valuable asset to those she works with. Her commitment to her co-workers is commendable. She is always willing to share her knowledge, whether it be about nursing and patient care or about navigating the work environment – she is more than willing to teach, listen, and offer guidance. She is generous with her time and knowledge. Even supervisors have commented, on numerous occasions, how much they have learned from Mary's work ethic, experience, and kindness.

She is an incredible asset to St. Clair County Community Mental Health, an incredible nurse, and excellent co-worker. She is a true testament to leading by example and the benefits of striving to always provide the best care tailored to the individual. For her compassion, teamwork, and providing service excellence with a recovery focus, Mary is SCCCMH's February Employee of the Month!

Team of the Month:

Positivity, communication, and staying focused on recovery journeys set a distinguished example at SCCCMH. Jennifer, Megan, and Andrea are recognized by a peer for their display of teamwork and communication, which has largely focused on including the individual they are serving.

As plans often change rapidly as recovery journeys are ever changing, this team continues to display positive attitudes for what is possible. This energy moves far beyond their team to other staff they engage with. One example was their work with an individual who presented new challenges weekly, each week this team greeted the individual with dignity and respect, honoring where they were at in their recovery journey and working toward modifying plans for success. When plans needed adjusting, it was approached with creative thinking; changing their expectations and approaches and working with other areas to accomplish what needed to be done.

Our community is a better place because of this team's commitment to the individuals they walk alongside of, their positive and open communication, and their teamwork. For their dedication, innovation, recovery focused attitudes Jennifer, Megan, and Andrea have been name SCCCMH's February's Team of the Month!

2. Galley Update

Ms. Gallagher stated that we have been having a "Home-style" cooking class in the Galley space with cooking being taught by Mr. Mike Moretz. Mr. Moretz has announced his upcoming retirement in September 2023.

Touchstone is interested in contracting to utilize the Galley.

The current plan is for the Home-style cooking classes to be able to continue. There is a kitchen in the CIS program area that could be utilized for these classes in the afternoon.

3. Michigan Road Group Home Update

Ms. Gallagher reported, that the Michigan Road Group Home that was more for people with medical challenges has been changed over to a home for people with Behavioral Challenges. The reason for this change is based on need.

4. Psychiatric Urgent Care and/or Crisis Stabilization Unit Discussion

Opening a Psychiatric Urgent Care and/or Crisis Stabilization Unit in Port Huron, is being looked into. Dr. Moore, who has recently taken on the role of Medical Director, is supportive of this project.

C. Community Education / Public Relations Reporting

Ms. Delor presented on Community Education and Public Relations.

Community Outreach/Trainings

- 04.02.2023 Autism Acceptance Day
- 04.03.2023 Work Wednesday
- 04.18.2023 Smoking Cessation Table

- 04.25.2023 Impact Day at Harbor Impact Ministries
- 04.29.2023 Autism and Special Needs Day
- 04.29.2023 YMCA Healthy Kids' Day

Upcoming Events/Activities

- 05.10.2023 Community Resource Fair
- 05.13.2023 15th Annual Run for Recovery

D. Region 10 PIHP Update

1. Board Meeting Minutes

The Region 10 Board Meeting Minutes were included for board member review. Ms. Thomson stated that the minutes accurately depict what took place at the meeting.

E. Prescriber Satisfaction Summary Report

Ms. Measel-Morris presented the Prescriber Satisfaction Summary to report to the board.

Survey selection method was a targeted sample of adults and children who received Physician Services between the dates of April 3rd and April 15th, 2023. These surveys were completed in person by the individual or the parent/guardian of the individual/child at the location of services (i.e. Capac, Marine City, Port Huron and the Children's location). The survey was administered regardless of their type of funding source.

The Prescriber Satisfaction Survey was developed by a St. Clair County CMH workgroup. It consists of 10 questions. Nine simple, straight forward questions in an understandable format and one open ended question. The questions addressed areas such as *wait time*, *prescriber being prepared for visit* and *prescriber providing medication and/or care wanted*.

All data/results from the surveys were provide to Leadership Team for review and follow up as needed.

Using the responses from the following question: "I would recommend this prescriber to others" taken from the Adult & Child Survey. The combined percentage of satisfaction was 98%.

XI. CHIEF EXECUTIVE OFFICER'S REPORT

A. CMHA Updates

1. CMHA Summer Conference

The CMHA Summer Conference is scheduled to start June 4, 2023. Ms. Johnson encouraged board members to continue to frequent the CMHA Websites for updates, training opportunities, and upcoming conference information.

B. Board Development

Board Works will be offered at the upcoming CMHA Summer Conference. Many of the Board Works modules are also available online on the CMHA Website. If a board member needs assistance accessing the modules, please contact Ms. Wells.

C. Space Planning

After the last board meeting, the old Marine City building was taken off the market. SCCCMH has experienced significant growth. Options for utilizing the building are being discussed.

D. Inaugural Dementia & Alzheimer's Association Luncheon

Ms. Johnson share that the Marcia Haynes Alzheimer's Advocates of the year have been selected, and will be honored at the upcoming Inaugural Dementia and Alzheimer's Association Luncheon. Advocates being honored are: Marcy Cameron, Advocate of the Year; Greg and Bridget Whitcan of Elite Feet/Road Runner Timing, Community Advocate of the Year; and Lakeshore Woods; Organization Advocate of the Year.

E. Other Updates

- We will be submitting for CCBHC Funding.
- The Public Health Emergency is ending 5/11/2023.

XII. BOARD FORUM – N. Thomson

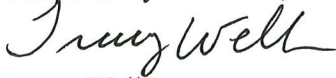
A. Advisory Council Meeting Minutes

Ms. Thomson stated that the notes from the Advisory Council meeting are reflective of the meeting.

XIII. ADJOURNMENT

The meeting was adjourned at 5:21 p.m.

Respectfully submitted,



Tracy Wells
Recording Secretary