

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: November 14, 2023
TIME: 5:00 p.m.
PRESIDING: Julie Jowett-Lee, Vice Chairman

IN PERSON: L. Ames, D. Davey, A. Essian, J. Jowett-Lee, R. Mirabelli, M. Partipilo, E. Priemer,
K. Schieweck, J. Totty

ABSENT: R. Johnson, N. Thomson

ALSO PRESENT: Guests Video Conference: None
Guests In Person: R. Kiehler
Staff In Person: T. Delor, K. Farr, H. Fogarty, K. Gallagher, D. Hazlewood, D.
Johnson, M. Measel-Morris, T. Pingitore, T. Wells (recording secretary)
Staff Video Conference: None

I. CALL TO ORDER

The meeting was called to order at 5:10 p.m. by Vice Chairman Jowett-Lee.

II. CITIZENS WISHING TO ADDRESS THE BOARD

None.

III. AGENDA CHANGES – N. Thomson

Ms. Jowett-Lee introduced the consent agenda. Board Members were notified of the consent agenda via email prior to tonight's meeting. As stated in the email, if a board member would like an item on the Consent Agenda removed for discussion, that is to take place during agenda changes.

IV. CONSENT AGENDA

- A. Presentation of Previous Meeting Minutes
- B. Presentation of Receipts / Disbursements and Electronic Transfers
- C. Presentation of Bills to be Paid
- D. Funding Source Report

It was moved by Mr. Schieweck, seconded by Ms. Ames to approve the consent agenda. **MOTION CARRIED.**

V. ITEMS FOR ACTION

A. Touchstone Galley Contract

Touchstone is contracting with St. Clair County CMH, to utilize the Galley for an on the job training program. Meals will be available for staff to purchase.

It was moved by Ms. Partipilo, seconded by Mr. Priemer, to approve the Touchstone Galley Contract, as presented. **MOTION CARRIED**

B. Financial Audit RFP Results Memo

The Financial Audit RFP Results Memo was presented by Ms. Farr. As of September 30, 2022 our first one-year option with the audit firm of UHY was completed. For FY 2023 we decided to join Region 10 and GHS in a joint RFP for auditing services.

The RFP was sent out to five auditing firms seeking auditing services individually but looking for potential discounted pricing if we all went with the same firm. We received responses from four out of the five firms. The RFPs were graded by the rating committee which consisted of the CFO and a contract staff from each organization.

Of the three firms that bid, Roslund, Prestage & Company's (RPCs') pricing was the most favorable. In addition RPC has extensive PIHP and CMHSP auditing experience.

It is recommended that we accept the bid from Roslund, Prestage & Company (RPC) for the Three Year Engagement with the Optional Three Year Extensions based on their competitive bid and their extensive experience in auditing CMHSPs.

It was moved by Mr. Essian, seconded by Mr. Schieweck, to accept the bid from Roslund, Prestage & Company, as presented. **MOTION CARRIED**

VI. INFORMATIONAL ITEMS

A. Finance Updates

1. Community Foundation Third Qtr. Memo and Statement

Ms. Farr presented the third quarter memo and statement from the Community Foundation. The beginning holdings balance as of January 1, 2023 was \$153,941.34. The endings holdings balance as of September 30, 2023 was \$183,030.68.

B. Program Operations Updates

1. Employee & Team of the Month

Ms. Gallagher shared the Employee of the Month for July 2023, Shayna Marigold; and for August, Anne Ryle. The Team of the month for July, Admin. Clerical; and August, MCU, Chris Corby, and Dr. Saeed.

2. Galley Updates

Discussed earlier in the meeting. Touchstone is contracting with us to have a cooking program in the Galley. Anticipated to start early January.

3. Community Enterprises Update

Community Enterprises Marine City announced that they are closing. Ms. Gallagher and Assistant Division Director Ms. Thompson, are scheduled to check out another service location in Fair Have. Caseholders have been working with families to find alternatives to this program.

4. Children's Update

Ms. Gallagher announced our approval for an Early Childhood Court Program. St. Clair County Community Mental Health, in partnership with St. Clair County Department of Health and Human Services and St. Clair County 31st Circuit Court Family Division, submitted a letter of intent to implement an Early Childhood Court program.

St. Clair County DHHS currently has 38 children in out of home care because of abuse or neglect. St. Clair County CMH Team serves 15 Infant Mental Health cases, with nine having DHHS involvement. Per the Michigan League for Public Policy, there were 208 confirmed victims of abuse and/or neglect birth to five years of age in 2022, and 82 in out of home care. According to the 2020 US Census data, 11.1% of the population in St. Clair County lives in poverty. 4.8% are under the age of five. Data from the 2023 St. Clair County Community Health Improvement Plan indicates that non-white individuals were more than twice as likely as white individuals to experience four or more adverse childhood experiences.

St. Clair County is committed to being proactive and collaborative in meeting the needs of babies and toddlers in our community. All community partners recognize the importance of early intervention and keeping families together whenever possible. Implementing the Safe Babies Approach will enhance oversight, increase coordination, strengthen relationships, ensure appropriate services, and integrate Infant Mental Health practices and principals into court proceedings and case planning.

Senate Bill 227 that has been being advocated for by SCCCMH has passed. The passing of this bill will allow for emergency physical interventions to be utilized when necessary on children in a group home setting. A children's therapeutic group home, and the expansion of children's crisis services are now a possibility. All agreed, it will be a heavy lift, but very much needed, especially with wait time in the hospitals, and the limited number of children's psychiatric beds.

5. Other

A video the SCCCMH DBT program was played.

C. Administrative Update

1. Corporate Compliance Annual Report FY23

Ms. Pingitore reviewed the Corporate Compliance Annual Report for FY23. The agency is required to provide a report of its Corporate Compliance Plan and activities on an annual basis, and present to the SCCCMH Board. Updates on these activities, including Assessment and Evaluation, Prevention, Recommendations as well as status update on the prior year's Compliance Goals are included in the report.

2. Corporate Compliance Annual Plan FY24

St. Clair County CMH Corporate Compliance Program Plan details the specific compliance principles, components, and activities of SCCCMH as a healthcare provider, SCCCMH promotes high quality services, tailored to the needs of the individual, provided by persons with a duty of care who adhere to the highest ethical standards. Ms. Pingitore reviewed the Corporate Compliance Annual Plan for FY24.

D. Data & Contract Management

1. Contract Monitoring Aggregate Report for Board

Ms. Measel-Morris reviewed the St. Clair CMH Contract Monitoring Aggregate Report for FY2023.

E. Community Education / Public Relations Reporting

Ms. Delor presented on Community Education and Public Relations.

Outreach Activities

- 10.03.2023 Women's Leadership Lunch – Blue Water Area Chamber of Commerce
- 10.03.2023 Celebration of Recovery The 2023 Celebration of Recovery,
- 10.07.2023 YMCA Bike for the Y
- 10.08.2023 Walk 2 Remember, Walk 2 Prevent
- 10.20.2023 Donuts with Deputies
- 10.21.2023 NAACP Freedom Fund Dinner
- 10.24.2023 Harbor Impact Ministries– IMPACT Day
- 10.25.2023 Treat Trek @ Marine City
- 10.27.2023 Senior Health Fair at the Council on Aging
- 10.27.2023 Fort Gratiot Rotary Presentation

Upcoming Events

- 11.10.2023 All SCCCMH locations closed in observance of Veterans Day
- 11.17.2023 & 11.18.2023 CMH Players Presents Home for the Holidays, 7:00 pm at Citadel Stage
- 11.23.2023 & 11.24.2023 All SCCCMH locations closed in observance of Thanksgiving
- 12.06.2023 Blue Water Area Chamber of Commerce Lunch and Learn
- 12.08.2023 SCCCMH All Agency In-Service; Alexander's Banquet Facility, Marysville
- 12.22.2023 All SCCCMH locations closed in observance of Christmas Eve
- 12.25.2023 All SCCCMH locations closed in observance of Christmas
- 12.29.2023 All SCCCMH locations closed in observance of New Year's Eve

1. Mission, Vision, Values Graphic

Ms. Delor shared the most updated version of the new St. Clair County CMH Mission, Vision and Values Graphic.

F. Office of Recipient Rights

1. Rights Champion Newsletter

Ms. Delor presented the Rights Champion Newsletter for November 2023.

G. Training Department Report

Ms. Johnson reviewed the Training Department Report.

H. CEO Annual Evaluation Process

The board was presented with materials related to the CEO Annual Evaluation process, including Ms. Johnson's self-evaluation. Board members will sent a link complete their evaluation feedback, which will be compiled for the personnel committee. The personnel committee will meet prior to the December board meeting, and present Ms. Johnson's completed evaluation at the December board meeting.

I. Region 10 PIHP Update

1. Board Meeting Minutes

Mr. Priemer shared that the Board Retreat is this Friday in Lapeer. The last R10 Board meeting contained discussion-surrounding concerns about the length of time it takes to access services, and what that process looks like. Mr. Priemer noted the minutes provided are reflective of the meeting.

VII. CHIEF EXECUTIVE OFFICER'S REPORT

A. CMHA Updates

Ms. Johnson announced that Mr. Bolter, Associate Director of CMHA, is coming to present at St. Clair County CMH on December 12, 2023 at 4:00pm. Mr. Bolter will be presenting Legislative and Briefing Updates. St. Clair County CMH staff, Board Members and Contract Agency staff will be invited to attend.

B. SCCCMH Strategic Plan

St. Clair County CMH Leadership Team and Assistant Division Directors, continue to work with the consultant to develop the revised SCCCMT Strategic Plan.

C. MI Legislature Concludes Their Fall Legislative Activity

Ms. Johnson shared a handout regarding Michigan Legislature concluding their fall activity.

D. Other

- Ms. Johnson announced that with Ms. Pingitore's retirement approaching, Ms. Delor will be promoted to Chief Operating Officer. Ms. O'Neill will be promoted to Recipient Rights Director, with a vacancy being posted for Ms. O'Neill's previous advisor position.
- Ms. Johnson shared that board members are eligible for the CMH Employee membership pricing offered by the YMCA.

VIII. 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.

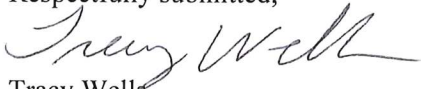
IX. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

None.

X. ADJOURNMENT

It was moved by Ms. Ames, seconded by Ms. Partipilo, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 6:34 p.m.

Respectfully submitted,

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

Tracy Wells
Recording Secretary