

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: February 13, 2024  
TIME: 5:00 p.m.  
PRESIDING: Nancy Thomson, Chairman

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IN PERSON: L. Ames, D. Davey, J. Jowett-Lee, R. Mirabelli, E. Priemer, K. Schieweck, N. Thomson, J. Totty  
VIRTUAL: M. Partipilo  
ABSENT: A. Essian, R. Johnson  
ALSO PRESENT: Guests Video Conference: V. Wiley  
Guests In Person: R. Kiehler  
Staff In Person: T. Delor, K. Farr, K. Gallagher, D. Hayes, D. Hazlewood, D. Johnson, M. Measel-Morris, T. Pingitore, K. Prowse, S. O'Neil, T. Wells (recording secretary)  
Staff Video Conference: None

I. CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Chairman Thompson.

II. CITIZENS WISHING TO ADDRESS THE BOARD

None.

III. PROGRAM PRESENTATION – Medical Director Updates

Ms. Johnson introduced Dr. Brandon Moore, SCCCMH Medical Director. Dr. Moore provided his background to the board, and shared his vision for the future of St. Clair County CMH.

IV. AGENDA CHANGES

Mr. Priemer made a motion to approve the agenda, the motion was seconded by Ms. Totty.

**MOTION CARRIED.**

V. CONSENT AGENDA

- A. Presentation of Previous Meeting Minutes
- B. Monthly Bank Reconciliation
- C. Presentation of Bills to be Paid
- D. Funding Source Report

E. SCCCMH Board Policies for Approval

Mr. Schieweck made a motion to approve the Consent Agenda stating: “I move to approve the Consent Agenda consisting of the January 9, 2024 Regular Board Meeting Minutes, Monthly Bank Reconciliation totaling \$10,029,367.53, Bills to be Paid totaling \$5,591,446.59, Funding Source Report for December 2023 and SCCCMH Board Policies”, the motion was seconded by Ms. Ames to approve the consent agenda. **MOTION CARRIED.**

VI. ITEMS FOR ACTION

A. Creative Empowerment Opportunities Contract

The Creative Empowerment Opportunities Contract was presented by Ms. Measel-Morris. A contract with this organization was sought out after learning of the closing of Community Enterprises Marine City location.

It was moved by Mr. Schieweck, seconded by Ms. Totty, to approve the Creative Empowerment Opportunities Contract. **MOTION CARRIED**

VII. INFORMATIONAL ITEMS

A. Finance Updates

1. Chief Financial Officer Report

Ms. Farr provided the Chief Financial Officer Report to the SCCCMH Board.

B. Administrative Updates

1. Chief Operation Officer Report

Ms. Pingitore provided the Chief Operation Officer Report to the SCCCMH Board.

C. Program Operations Updates

1. Program Director Report

Ms. Gallagher provided the Program Director Report to the SCCCMH Board.

D. Support Services Updates

1. Support Services Director Report

Ms. Measel-Morris provided the Support Services Director Report to the SCCCMH Board.

2. Eleos Update

Ms. Measel-Morris shared data from the Eleos weekly update. The data gathered reflects a 72.9% usage rate, which is higher than average for initial implementation.

E. Human Resources

1. Human Resources Director Report

Ms. Prowse provided the Human Resources Director Report to the SCCCMH Board.

2. Employee / Community Relations & Training Report

Ms. Prose provided the Employee / Community Relations and Training Report to the SCCCMH Board.

3. Employee/Team of the Month

Ms. Prowse shared the Employee and Team of the Month for November and December. The November Employee of the Month was Dofonso Fernando. The November Team of the Month was Lisa Azar, Shelli Appling, Annette Heilman, and Carson Mills. The December Employee of the Month was Melissa Nicholson. The December Team of the Month was Jodi Shinn and Rob Perrin.

F. Facilities / Information Technology Updates

Mr. Hayes provided the Facilities and Information Technology Director report to the SCCCMH Board.

G. Office of Recipient Rights

1. Rights Champion Newsletter

Ms. Delor provided an overview of the “Rights Champion” newsletter that was provided to the board.

H. Region 10 PIHP

1. Board Meeting Minutes

Mr. Priemer reported that the Region 10 Board Meeting Minutes are reflective of the meeting that took place.

VIII. CHIEF EXECUTIVE OFFICER’S REPORT

A. CEO Activity Report

Ms. Johnson provided the CEO Activity Report to the SCCCMH Board.

Ms. Johnson provided the board with the SCCCMH CEO Job Description for their review and feedback. Feedback should be submitted to Ms. Wells. The Job Description will be up for approval at the March Board Meeting.

B. CMHA Updates

The CMHA Winter Conference took place starting February 5, 2024. Ms. Farr and Ms. Delor attended from Leadership Team.

C. Other

None.

IX. 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.

X. CLOSED SESSION – PERSONNEL & LEGAL ISSUE

It was moved by Mr. Schieweck to move into closed session at 6:18pm, seconded by Ms. Jowett Lee. A roll call vote took place. All SCCCMH Board Members present were in favor. **MOTION CARRIED.**

It was moved by Mr. Schieweck, seconded by Mr. Priemer to move out of closed session at 6:27pm. **MOTION CARRIED.**

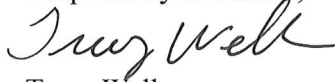
XI. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

None.

XII. ADJOURNMENT

It was moved by Ms. Ames, seconded by Ms. Jowett-Lee, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 6:28 p.m.

Respectfully submitted,



Tracy Wells  
Recording Secretary