

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: April 11, 2023  
TIME: 5:00 p.m.  
PRESIDING: Nancy Thomson, Chairman

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IN PERSON: A. Essian, L. Ames, J. Jowett-Lee, N. Thomson

VIDEO CONFERENCE: J. Totty

ABSENT: D. Davey, M. Partipilo, J. Bligh, E. Priemer, K. Schieweck, A. Tucker

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. ELECTION OF OFFICERS

There was not a quorum to conduct the Election of Officers.

IV. AGENDA CHANGES – N. Thomson

There was not a quorum for tonight's meeting. All action items will be tabled until the next meeting.

IV. PRESENTATION OF PREVIOUS MEETING MINUTES

Reviewed.  
Approval tabled due to lack of quorum.

V. PRESENTATION OF RECEIPTS/DISBURSEMENTS

Reviewed.  
Approval tabled.

VI. PRESENTATION OF BILLS TO BE PAID

Reviewed.  
Approval tabled.

VII. ITEMS FOR ACTION

A. Appointments to Board Committees

Tabled due to lack of quorum.

B. Board Policies for Approval

Tabled due to lack of quorum.

C. Staff Retention Payment

Tabled due to lack of quorum.

D. Safehaus, Inc. Service Contract.

Tabled due to lack of quorum.

VIII. 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's purpose is to provide a deeper dive and understanding of the SCCCMH Budget and finances. The Committee noted no concerns at this time.

1. Funding Bucket Report

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

B. Administrative Operations 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 April 21, 2023.

C. 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:

Jeanette Grove recently demonstrated her compassion and commitment to well-being when she went above and beyond for an individual. Jeanette was called to assist an individual experiencing an emergency homeless situation. Having only met this individual a few hours prior, Jeanette jumped into action to provide clothing, blankets, food, and options for housing. She also helped locate supplies for the individual's cats, which provide emotional supports to the individual.

Jeanette rearranged her schedule to accommodate this priority situation and quickly linked the individual to resources, conducted team meetings, and started the process of problem solving for long-term solutions with the individual. Due to her quick response and initiative, this individual felt supported and less lonely during the holiday season. She even helped the individual navigate multiple community organizations for additional support during the holidays! While the emergency situation was handled, Jeanette remains in constant contact with the individual while a long term housing plan is established.

Jeanette's genuine concern for the individual and the situation, her quick service delivery, and strong leadership skills helped this individual through a difficult time. For her commitment to enhancing the lives of the individuals we serve, Jeanette is SCCCMH's January Employee of the Month.

#### Team of the Month:

Quick thinking saves the day, twice! In early December, while cleaning in the CIS area of the Electric Avenue building, Nancy Richards noticed air bubbles coming through the toilets. Knowing this was not normal, she quickly alerted Mike Klemmer and John Stein to assess the situation. Mike and John quickly contacted a company to assist with blasting out the main sewer pipe. The company's representative commented that if we had waited longer to address the issue, we would have run into a much larger issue, which would have resulted in closing the building due to having to shut the water off.

A short two weeks later, Steve Anthony noticed the same issue was happening again. Steve alerted Mike and John once again, who jumped right back into action by contacting Tri-Vac, who was on-site within 30 minutes. Mike insisted the use of a camera to determine the root cause of the issue - which ended up being ROOTS! Tri-Vac was able to address the roots; the facilities team now has this on their radar to watch for additional concerns in the future, and we were able to stay open for business while the situation was address. For demonstrating quick thinking and judgement, communication, and teamwork, Nancy, Steve, John, and Mike are SCCCMH's January Team of the Month!

#### 2. Crisis Stabilization Unit / Psychiatric Urgent Care

Ms. Gallagher stated that we are looking into a Crisis Stabilization Unit, Psychiatric Urgent Care, or both. We are looking at models that are currently operating. Staffing is the biggest struggle identified by the models already in operation. It is an expensive endeavor and grants will be looked into.

#### 3. Children's Mental Health Issues

Ms. Gallagher reported, Children needing admittance into the hospital continues to be an issue. Many kids are sitting in the ER for extended periods waiting on rooms. The hospitals can decide who they admit, and who they don't. There are not enough Children's hospital beds to support the need in the State of Michigan. Some hospitals are not utilizing all of the beds that they have, because they are only staffed at 50%.

With current Legislation, maintaining a hospital setting in a residential home is impossible. Changes in Legislation need to continue to be advocated for.

#### 4. ICTS Feedback

D. Community Education / Public Relations Reporting

Ms. Delor presented on Community Education and Public Relations.

Community Outreach/Trainings

- 02.27.2023 State of the County
- 03.03.2023 Employee Appreciation Day
- 03.07.2023 Lethal Means Training
- 03.17.2023 March is Reading Month
- 03.21.2023 Gift of Knowledge Presentation
- 03.27.2023 Impact Day at Harbor Impact Ministries

Upcoming Events/Activities

- 04.02.2023 World Autism Day
- 04.29.2023 Autism and Special Needs Day
- 04.29.2023 YMCA Healthy Kids' Day
- 05.05.2023 SCCCMH Annual Awards Breakfast and All Agency In-Service
- 05.13.2023 15th Annual Run for Recovery

2. SCCCMH Articles & Publications

SCCCMH Articles & Publications from the last month were given the board members to review.

E. Office of Recipient Rights

1. Recipient Rights Advisory Committee Agenda

Ms. Delor reviewed the Recipient Rights Advisory Committee Agenda.

2. Complaint Resolution Aggregate Report

Ms. Delor presented the Complaint Resolution Aggregate Report. The report contains data from FY2023 – Q1.

- Not Substantiated Allegations: 20
- Substantiated Allegations: 17

In the first quarter of fiscal year 2023, the Office of Recipient Rights completed complaint investigations within 60 days of receipt of each complaint, 73% of the time. The goal for FY2023 is 80%. Goal Status: Ongoing.

F. 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.

G. Agency Documents for Review

1. Mission, Vision and Values Statement
2. Code of Ethics



The Mission, Vision and Values Statement and the Code of Ethics for SCCCMH, were given to board members for annual review. Ms. Johnson asked that board members take a close look at the documents and send feedback to Ms. Wells before the next meeting.

IX. CHIEF EXECUTIVE OFFICER'S REPORT

A. CMHA Updates

Ms. Johnson encouraged board members to visit the CMHA website. The website contains the CMHA weekly newsletter, upcoming trainings, and other information that is pertinent to a CMH Board Member.

B. Harbor Impact Ministries

Ms. Johnson shared a thank you letter that was received from Harbor Impact Ministries. Ms. Johnson shared resources available through Harbor Impact Ministries, and the Harbor Impact Ministries is receiving our Organization of the Year award this year.

C. Other

- The Marine City building that we have for sale has not yet had any offers. Members of Leadership Team suggested that we may want to keep that building. The Electric Ave. location is in need of more room even after Region 10 moves out. It was agreed to pull the listing of the Marine City building for now.
- The Church next door would offer the best location and space option to expand to. Offers to purchase the church have been declined over the years. Ms. Pingitore will look into again.
- We will be working with a new company to develop a new Strategic Plan.
- Dr. Saeed has been wanting to step down as Medical Director. Dr. Moore has been offered the position of interim Medical Director for the transition.
- Lauren Fanion is a SCCCMH Staff who will be graduation in May as a Nurse Practitioner.

X. BOARD FORUM – N. Thomson

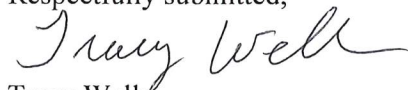
A. Advisory Council Meeting Minutes

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

XII. ADJOURNMENT

The meeting was adjourned at 5:56 p.m.

Respectfully submitted,



Tracy Wells  
Recording Secretary