

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: January 10, 2023
 TIME: 5:00 p.m.
 PRESIDING: Nancy Thomson, Chairman

IN PERSON: L. Ames, J. Bligh, J. Jowett-Lee, E. Priemer, N. Thomson, A. Tucker
 VIDEO CONFERENCE: A. Essian, M. Partipilo, K. Schieweck
 ABSENT: M. Paulus, J. Totty
 ALSO PRESENT: Guests Video Conference: R. Kiehler
 Guests In Person: None
 Staff In Person: K. Farr, D. Johnson, B. McDonald (out at 5:32p.m.), M. Measel-Morris,
 K. Gallagher, T. Pingitore, T. Wells
 Staff Video Conference: None

I. CALL TO ORDER

The meeting was called to order at 5:03 p.m. by Chairman Thomson.

II. CITIZENS WISHING TO ADDRESS THE BOARD – None

III. PROGRAM PRESENTATION – Court Hospital Liaison and Placement & Supports Intensity Scale

Mr. McDonald joined today's board meeting to present on two of the programs he supervises', the Court Hospital Liaison and Placement, and the Supports Intensity Scale.

COURT/HOSPITAL LIAISON AND PLACEMENT

What this Team does:

- Assists with petitions/certs, pickup orders and guardianships for CMH and community members. This team covers the entire county.
- Assists with in and out of county placements including; group homes, adult foster care homes and state hospital placements.
- Assists with hospital discharges linking individuals with appointments.

SIS

- SIS is a strength-based, comprehensive assessment tool that measures what an individual's potential support/needs may be to help them in their personal life, work and social activities.
- SIS is designed to be part of the Person-Centered Planning process in order to help the individual identify their unique preferences and life goals.

- SIS helps us understand what an individual engages in during “everyday life”. This assessments fits nicely with our Recovery culture.

IV. AGENDA CHANGES – N. Thomson

V. PRESENTATION OF PREVIOUS MEETING MINUTES

A. Regular Board Meeting Minutes – December 6, 2022

It was moved by Mr. Priemer, seconded by Ms. Ames, to approve the Regular Board Meeting Minutes of December 6, 2022 as written. **MOTION CARRIED**

VI. PRESENTATION OF RECEIPTS/DISBURSEMENTS

It was moved by Ms. Jowett-Lee, seconded by Ms. Ames, to approve the Receipts/Disbursements for the month ending November 30, 2022, as presented. **MOTION CARRIED**

VII. PRESENTATION OF BILLS TO BE PAID

It was moved by Mr. Priemer, seconded by Ms. Ames, to approve the Bills to be Paid for December 2022 in the amount of \$10,382,044.98, as presented. **MOTION CARRIED**

VIII. INFORMATIONAL ITEMS

A. Finance Updates – K. Farr

1. Funding Bucket Report

a. October 2022

Ms. Farr presented the funding bucket report for October 2022.

b. November 2022

Ms. Farr presented the funding bucket report for November 2022.

2. Finance Committee Proposal

Ms. Farr presented a finance committee proposal for the boards consideration. This committee would be made up of a smaller amount of board members, and meet an hour before each board meeting. The purpose of the committee would be to take a deeper dive into the finances. The Finance Committee would provide financial analysis, advice, and oversight of the organizations budget and report back to the board. Ms. Farr asked that board members consider this committee. It will be added as an action item to next months meeting.

B. Administrative Updates

1. Marine City Update

Ms. Pingitore presented an updates on the Marine City location.

The renovations for the new Marine City location are estimated to be completed in early May.

With the purchase of the new building, the old building will be put up for sale. Ms. Pingitore reviewed the market analysis and recommended listing price of the currently owned property provided by Kramer Realty.

Ms. Pingitore had also reached out to Delacy Real Estate, who is the other local commercial realtor. Everything, including commission was comparable to Kramer.

Mr. Schieweck advised that he recommended listing the property for sale as soon as possible.

Mr. Essian contributed that although any realtor can list commercial property, only commercial realtors specialize in that process.

Ms. Thomson added that staying in the current building, until the move is completed to the new building, will be added to the purchase agreement.

Although board approval is not required to list the building for sale. After reviewing all provided materials, all board members present agreed that Ms. Johnson should list at a purchase price of approximately \$429,000 as soon as possible.

C. Data / Contract Management

1. FY 2022, SCCCMH Performance Indicator Table Summary

Presented by Ms. Measel-Morris is the FY 2022, SCCCMH Performance Indicator Table Summary.

2. FY 2022, SCCCMH Annual Program Performance Indicator Summary

Ms. Measel-Morris presented the FY 2022, SCCCMH Annual Program Performance Indicator Summary.

Both of the Performance Indicator Reports presented by Ms. Measel-Morris go together. The reports contain Direct Run Programs, and Contract Agencies. The indicators identified come from both the State Indicators and the Local Indicators based on program.

Ms. Thomson noted that if the plans of correction are not changing, than the issues are not being resolved. Ms. Measel-Morris indicated that training timelines continue to be an issue for the AFC homes. Ms. Gallagher noted that some of the indicators such as housing and homeless shelters, are more of a systems issues, and not things that SCCCMH has control over. A reach out to the department and Region may be necessary regarding expectations.

D. Program Operations Updates

1. Employee of the Month & Team of the Month

Employee of the Month:

Laura Sylvia was named the September Employee of the Month. Through her actions and work, Laura routinely demonstrates that her priority is service to the individuals receiving CMH services and supports. She is listening and watching so she can fine-tune her work approach to best serve those on her caseload. In situations that many may find unsettling and difficult, Laura regularly responds quickly and efficiently.

One recent example of Laura going above and beyond to ensure an individual received the care needed was when we stopped hearing from this individual. Laura saw the need and promptly went to the individual's home to assess the situation. She quickly recognized the difficult time this individual was experiencing and took action.

Laura's outstanding work and attention to detail, along with her empathy and compassion guide her work to improve the lives of the individuals we serve. For her commitment to the individuals we serve, her effective communication, and the dignity and respect she treats all with, Laura has been named SCCCMH's September Employee of the Month.

Team of the Month:

Ms. Gallagher presented the August Team of the Month, Central Intake Staff. Since becoming a CCBHC, the Central Intake Unit has become busier, has moved faster, have become more adaptable, and has had more things to pay attention to. Daily plans change quickly and unexpectedly.

This team of new and seasoned staff have met this challenge with flexibility, understanding, and a "can do" attitude. The staff is highly considerate of their teammates and to the individuals we serve. The clinicians on this team are excellent at problem solving to ensure there is no interruption to service delivery by taking on intakes at a moment's notice if warranted by clinical necessity, staff being off, or other circumstances. Our FIPA techs are invaluable to the functioning of our team with their close attention to detail to insurance billing, on top of all their other duties. And of course, the entire team would be no where without the magic of Kathy Schneider and her backups for all the specific rules and considerations when it comes to scheduling.

Although the Central Intake Unit looks much different from years past, this team is rocking it out with a strong sense of teamwork and positivity. For their commitment to teamwork and providing service excellence, the Central Intake Unit has been named SCCCMH's September Team of the Month.

2. Topics / Programs 2023

Ms. Gallagher reviewed a list of proposed program presentations for the board. Anything in particular that anyone would like to hear about, please let Ms. Wells know.

3. CLS Providers

Ms. Gallagher reported that in response to the state wide need for Respite Workers the Advisory Council is reaching out to the contract agencies to see about getting a training program at the High School Tech Program.

4. Other

Nothing.

E. Community Education / Public Relations Reporting

Ms. Delor presented on Community Education and Public Relations.

Community Outreach/Trainings

- 12/09/2022: Algonac Rotary Club Presentation
- 12/14/2022: Sexual Assault 101 Presentation
- 12/22/2022: Mid-City Nutrition – Visit with Santa
- 12/22/2022: SCCCMH Giving Tree

SCCCMH collected gifts from staff and other supporters for the Giving Tree. This year's Giving Tree statistics include:

- 460 total gifts were purchased; 319 individuals benefited from the Giving Tree
- 282 gifts were for individuals under the age of 18
 - 99 individuals served under the age of 18 received two gifts each
 - 42 siblings of individuals served received two gifts each
- 178 gifts were for individuals over the age of 18
- SCCCMH purchased 139 gifts for the Giving Tree, the remaining 321 were purchased by staff and other donors.

Critical Incident Stress Management Activities

- None in December

Pandemic Response Team Activities

- None in December

OTHER ACTIVITIES

Casual for a Cause

- 11/10/2022: CMH Lifeline Fund - \$436.50
- 11/18/2022: Gift of Knowledge - \$436.50
- 11/23/2022: CMH Giving Tree - \$454.50
- 12/02/2022: CMH Giving Tree - \$454.50
- 12/09/2022: CMH Giving Tree - \$457.50
- 12/16/2022: Mid City Nutrition - \$457.50

The annual Gift of Knowledge book purchases for the St. Clair County Library are being made. Books being purchased will be presented to the board. If a board member wishes to purchase one of the books for donation in their name, that purchase may be made at that meeting.

F. Region 10 PIHP Update

1. Board Meeting Minutes & 2023 Board Calendar

The Region 10 Board Meeting Minutes and 2023 Board Calendar were included for board member review.

X. CHIEF EXECUTIVE OFFICER'S REPORT

A. CMHA Updates – Did you Know?

Ms. Johnson provided the board with a fact sheet from the CMHA.

1. General Election Winners – Sheet distributed to board members.
2. CMHA Winter Conference – Happening in February. Anyone wishing to attend should let Ms. Wells know as soon as possible. BoardWorks will be offered.

B. National Council

1. Key Priorities EOY Spending Package

Ms. Johnson shared an email with the board from the National Council. Congress released text of a year-end spending bill, which includes numerous mental health and substance use-related provisions. The “omnibus” bill, as it is referred to, was expected to be passed on Friday, Dec. 23. The National Council was pleased to see several key National Council priorities in the bill text.

C. SCCCMH Board Member Appointment

Ms. Johnson announced that the St. Clair County Board of Commissioners approved recommended Ms. Dawn Davey as the newest SCCCMMH Board Member. Ms. Davey will be filling the vacancy left by Ms. Cutright, and was recommended by Commissioner Vandebossche. Ms. Davey is scheduled for orientation with members of Leadership Team and Ms. Wells, and is expected to attend the February Board meeting.

D. Annual Meeting – May 5, 2023

The Annual Meeting is scheduled to take place on May 5, 2023. The Annual Awards Committee comprised of: Mr. Schieweck, Ms. Partipilo, and Ms. Jowett-Lee will need to meet prior to the February board meeting to present the proposed overview and award winners to the board for approval.

E. Other

XI. BOARD FORUM – N. Thomson

A. Advisory Council Meeting Minutes

The minutes presented were reflective of the Advisory Council Meeting. Ms. Thomson noted that there are three new Advisory Council Members.

B. Upcoming Board Activities

1. Nominations Committee Appointment – March 2023
2. Election of Officers – April 2023
3. Board Committee Appointments – April 2023

The board was presented with a handout summarizing the committees that require board representation.

XII. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

None.

XIII. ADJOURNMENT

It was moved by Ms. Jowett-Lee, seconded by Ms. Ames, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 7:03 p.m.

Respectfully submitted,

Tracy Wells
Recording Secretary