

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: October 5, 2021  
TIME: 6:00 p.m.  
PRESIDING: Nancy Thomson, Chairman

---

ATTENDEES: L. Ames, J. Bligh (Video Conference; Ruby), C. Cutright (Video Conference; Fort Gratiot), T. Essian (Video Conference; St. Clair), M. Paulus, E. Priemer (Video Conference; St. Clair), A. Tucker (Video Conference; St. Clair), N. Thomson, J. Totty  
ABSENT: J. Jowett-Lee, M. Partipilo, K. Schieweck  
ALSO PRESENT: Guest: Renae Kiehler (Video Conference)  
Staff In Person: D. Johnson, M. Measel-Morris (Video Conference, Lexington), T. Pingitore, K. Thompson, A. Velez (out at 6 :15 p.m.), T. Goyette

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Chairman Thomson.

II. CITIZENS WISHING TO ADDRESS THE BOARD – NONE

- III. PROGRAM PRESENTATION – St. Clair County Community Mental Health West – Capac  
A. Ms. Velez, Supervisor of Capac presented on the St. Clair County Community Mental Health site and the services offered there. The Capac office offers sees adults and children and offers many of the services offered at the Electric Avenue location on a smaller scale. Sixteen staff are directly tied to the Capac office. Home Visits, Community Visits, Tele Health, Office Visits, InShape, IPS, Nursing Services and a Nurse Practitioner are all offered through the Capac office.

Presentation concluded 6:15 p.m.

IV. CLOSED SESSION

It was moved by Ms. Totty seconded by Mr. Paulus, to move into closed session to discuss Labor Relations at 6:18 p.m. **MOTION CARRIED**

It was moved by Ms. Totty seconded by Ms. Ames, to move out of closed session at 6:30 p.m.  
**MOTION CARRIED**

V. AGENDA CHANGES

Board of Commissioners was added to the Agenda as Action Item IX.F.

VI. PRESENTATION OF PREVIOUS MEETING MINUTES

A. Regular Board Meeting Minutes – September 7, 2021

It was moved by Mr. Paulus, seconded by Ms. Ames, to approve the Regular Board Meeting Minutes of September 7, 2021, as presented. **MOTION CARRIED**

VII. PRESENTATION OF RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

A. August 2021 Receipts/Disbursements & Electronic Transfers

It was moved by Mr. Preimer, seconded by Ms. Ames, to approve the Receipts/Disbursements & Electronic Transfers for the month ending August 31, 2021, as presented. **MOTION CARRIED**

VIII. PRESENTATION OF BILLS TO BE PAID

It was moved by Ms. Totty, seconded by Ms. Cutright, to approve the Bills to be Paid for August in the amount of \$5,133,589.07, as presented. **MOTION CARRIED**

IX. ITEMS FOR ACTION

A. Board Policies

Ms. Pingitore presented that the board policies reviewed at the August, 2021 Board Meeting have concluded system review and are ready for Board approval.

It was moved by Mr. Essian, seconded by Mr. Preimer, to approve the Board Policies as written. **MOTION CARRIED**

B. Collective Bargaining Agreement – Chapter 20 – 2022 - 2024

Ms. Pingitore presented the Collective Bargaining Agreement for Chapter 20, 2022 – 2024. The Chapter 20 Union has ratified the contract. It is recommended the Board approve the Collective Bargaining Agreement as presented.

It was moved by Ms. Tucker, seconded by Ms. Totty to approve the Chapter 20, 2022 – 2024 Collective Bargaining Agreement as presented. **MOTION CARRIED**

C. FY22 General Fund Contract

Ms. Pingitore presented the General Fund Contract and provided an overview. The State did not provide a summary of changes with this contract as of yet. Ms. Pingitore asked for the board to approve the FY22 contract and authorize Ms. Johnson to sign into egrams the approval of the General Fund Contract for FY22.

It was moved by Mr. Essian, seconded by Ms. Totty to approve the General Fund Contract for FY 22 and authorize Ms. Johnson sign within egrams. **MOTION CARRIED**

D. Service Contract Administrative Services Organization and Software – Lapeer & Sanilac

Ms. Measel-Morris presented the Service Contract Administrative Services Organization and Software for Lapeer and Sanilac County. There were some minor highlighted changes to the contract. St. Clair County Community Mental Health provides oversight and support for this Electronic Health Record.

It was moved by Mr. Priemer, seconded by Mr. Paulus to approve the Service Contract: Administrative Services Organization and Software for Lapeer County. **MOTION CARRIED**

It was moved by Mr. Essian, seconded by Ms. Tucker to approve the Service Contract: Administrative Services Organization and Software for Sanilac County. **MOTION CARRIED**

E. FY21 Contract Rate Increases and Language Changes

1. Innovative Residential

Ms. Measel Morris presented the FY21 Contract Rate Increases and Language Changes for Innovative Residential. Cost increases were related to program service and staffing costs. Ms. Measel-Morris asked that the board approve the FY21 Contract Rate Increases and Language Changes for Innovative Residential, FY 21.

It was moved by Ms. Tucker, seconded by Mr. Essian to approve the FY21 Contract Rate Increases and Language Changes for Innovative Residential. **MOTION CARRIED**

2. Blue Water Developmental Housing

Ms. Measel Morris presented the FY21 Contract Rate Decrease and Language Changes for Blue Water Developmental Housing. Cost decreases were related to staffing costs. Ms. Measel-Morris asked that the board approve the FY21 Contract Rate Decreases and Language Changes for Blue Water Developmental Housing, FY 21.

It was moved by Ms. Totty, seconded by Mr. Paulus to approve the FY21 Contract Rate Decreases and Language Changes for Blue Water Developmental Housing. Mr. Essian obtained from voting due to a conflict of interest. **MOTION CARRIED**

F. Board of Commissioners

Ms. Johnson presented that the next Board of Commissioners meeting is scheduled for October 7, 2021. Ms. Johnson asked the boards permission to speak at the meeting in support of Dr. Mercatante of the St. Clair County Health Department as a representative of St. Clair County Community Mental Health to speak on behalf of the agency and the board. It was moved by Ms. Ames, seconded by Ms. Totty to hold a roll call vote. A roll call vote took place. Mr. Paulus, yes; Ms. Totty, yes; Ms. Ames, yes; Ms. Tucker, no; Mr. Essian, yes; Ms. Cutright, yes; Mr. Priemer, yes; Ms. Bligh, yes; Ms. Thompson, yes; **MOTION CARRIED**

X. INFORMATIONAL ITEMS

A. Finance

1. August Year-to-Date Funding Bucket Report and Financial Statement

Ms. Johnson presented the August Year to Date Funding Bucket Report and Financial Statement.

Notes:

Year-To-Date Expenditures are running approximately \$1,165,000 under the Revised Budget.

- Payroll costs are running approximately \$672,000 under the Revised Budget.
- Contractual costs are running approximately \$120,000 under the Revised Budget. Contractual costs of \$477,000 related to the R10 COVID recognition payments were not included in the Revised Budget.
- Residential and Supported Housing running approximately \$233,000 under the Revised Budget.

- Contract Agencies, Outpatient and Self Determination are running approximately \$496,500 under the Revised Budget.
  - Hospitals are running approximately \$5,500 under the Revised Budget.
  - Technology, Software, Network expenditures and building related expenditures are collectively running approximately \$115,000 under the Revised Budget.
- Region 10 PIHP Contract Funding
- YTD Medicaid Expenditures are running approximately \$462,000 under the Revised Budget, with a YTD surplus of approximately \$2.1m.  
\$1.0m of the surplus is excess COVID-19 recognition revenue.
  - YTD HMP Expenditures are running approximately \$148,000 under the Revised Budget, with a YTD Surplus of approximately \$181,000.  
The Total YTD Net Surplus due to Region 10 PIHP Funding is approximately \$2.3m
- St. Clair CMH GF Contract Funding
- YTD GF Expenditures are running approximately \$197,000 over the Revised Budget with no surplus or deficit due to covering CCBHC to the extent GF available.
  - YTD COFR Expenditures are running approximately \$1,000 under the Revised Budget. Deficit spending of approximately \$91,000 covered by Medicaid.  
The Total YTD Net Surplus for St Clair CMH GF Contract Funding is \$0.
- St. Clair CMH Other Funding
- YTD Expenditures for Earned Contracts are running approximately \$3,250 over the Revised Budget, with no YTD deficit.
  - YTD Local / Other Expenditures are running approximately \$179,000 over the Revised Budget, with a YTD Surplus of approximately \$5,000.
  - YTD CCBHC Expenditures are running approximately \$990,000 under the Revised Budget. Redirected SUD deficit of \$241,000 covered by CCBHC funding.
  - YTD SUD Expenditures are running approximately \$58,000 over the Revised Budget, with a YTD deficit of approximately \$241,000 covered by CCBHC funding.

B. Administrative Updates – T. Pinigitore

1. Board Policies for Review

Ms. Pingitore presented the board policies for review. Board members were asked to please email Ms. Goyette with any suggested revisions by Friday, October 15, 2021.

2. CMH Board By-Laws

Ms. Pingitore presented that the CMH Board By-Laws are up for annual review. She asked the board members review the By-Laws and send any suggested revisions to Ms. Goyette. The CMH Board By-Laws will be up for approval at next month's meeting.

C. Program Operations Updates – K. Thompson / D. Johnson

1. EOM/TOM

Ms. Thompson presented on the July Employee and Team of the Month. Racheal Trupe was named July's employee of the month. Racheal consistently approaches every difficulty as an opportunity. Over the past three months, she covered an entire caseload while two Supports Coordinators were off on Leave of Absence. Racheal embraced this large workload with a positive attitude, stellar coordination, and unsurpassed organization. Despite

her extensive responsibilities during this period, she was not satisfied until she had provided the best possible service to each person she worked with. During that time families and contracted ABA providers responded to her efforts by sending emails and making phone calls to convey the excellent support, coordination and communication Racheal provided to them. Attentive to the needs of her families and the contracted providers, Racheal continued her high level of service and supports over those last three months. For her dedication, tenacity, and commitment to those we serve, Racheal Trupe has been named SCCCMH's July Employee of the Month.

The ACT team provides 24/7 individualized care and continuity of care to approximately fifty-four individuals in their homes and / or a community environment. This is a rewarding but demanding responsibility, one that the members of the ACT team meet and exceed on a regular basis through persistence, hard work, and dedication. A true team effort, staff are familiar with all fifty-four individuals, such that together they can deliberate, solve problems, and plan treatment and rehabilitation efforts for these individuals that maintain their dignity. The ACT team develops meaningful but clinically appropriate relationships with individuals they serve, creating a level of trust that is invaluable in successfully encouraging these individuals towards their recovery goals. The team regularly gives birthday cards and small gifts on individuals' birthdays, recognizing that for some this is the only acknowledgement of their birthday. They also identify ways to help individuals participate in activities that assists in their independence and socialization.

A recent example of their expertise occurred when a staff interacted with an individual who had threatened suicide three times in the immediate past. Patiently, the staff discussed the individual's situation with them, concluding that the individual felt isolated and alone. Numerous coping skills were offered, medication reviewed, and follow-up dates established when ACT would check in on the person. This is the sort of contact ACT team staff have on a daily basis.

For their empathy toward and commitment to the recovery of those they serve, the ACT Team has been named SCCCMH's July Team of the Month.

2. ABA Program Updates

Ms. Johnson presented that a recommendation was made to the CMH Leadership Team, by the Leadership of our Children's division that we end the direct operated ABA Program. There are now an adequate number of contract agencies able to provide quality services for our individuals having this need. The CMH Staff that are part of the ABA program will be able to be absorbed into other areas of need within the agency. There will be no additional cost to families for this.

3. Residential Updates

Springborn – Due to a COVID outbreak individuals in the Springborn Home needed to be moved to other homes.

Vine – Vine Street group home is currently experiencing a staffing shortage. They are looking into possibly increase their license at Riverbend II to accommodate residents during the staffing shortage, and possibly beyond.

D. Support Services

1. Customer Satisfaction Survey

Ms. Measel-Morris reported a 17% response rate to the Customer Satisfaction Survey. The survey and its results were shared with the board. Any negative responses, or response requesting follow up passed along to Ms. Gallagher for follow up.

2. Accessibility to Services Summary

Ms. Measel-Morris shared the Accessibility to Services Summary. There were a lot of positive responses regarding accessibility to care during the COVID-19 pandemic.

E. Region 10 Update

1. Region 10 Board Meeting

Region 10 Board Meeting Minutes will be forwarded when they become available.

X. DIRECTOR'S REPORT

A. Community Education / Public Relations Reports

Ms. Johnson reported on Community Relations Activity for September 2021 and the many upcoming events and trainings being offered.

Highlights included:

- Men's Health Series – Happening currently – Contact Mark Hutchinson for more information.
- The Virtual Recover Summit was completed, and very successful.
- Run for Recovery – This Saturday
- Walk to Remember Walk to Prevent – This Sunday
- Yoga – Free classes being offered
- CMH Players – The Annual CMH Play is taking place in person this year on November 5<sup>th</sup> and 5<sup>th</sup> at the Citadel.

B. Community Mental Health Association Business - Weekly Update – website link

Ms. Johnson noted that the CMHA conference will be coming up in Traverse City. Board members are encouraged to attend, in particular the Board Works sessions offered there. Ms. Goyette will forward more information as it becomes available.

C. Privatization Testimony

Ms. Johnson shared that she was able to testify at a recent Senate Government Operations Committee meeting, against movement to privatize the Mental Health Care system. Mat King also joined Ms. Johnson at the testimony, and was an impactful speaker.

Ms. Prowse attended a recent Town Hall featuring Sate Representative Whitford. This proposal is not much improved over the Senator Shirkey proposal. Ms. Prowse delivered a letter of opposition.

D. COVID Updates

Ms. Johnson reported that currently approximately 74% of CMH Staff are vaccinated. SCCCMH continues to follow the CDC guidelines.

E. Staffing Report

Ms. Johnson shared a staffing report with the board. We are currently staffed at 93%.

F. Other

Ms. Johnson thanked board members for recently attending the Celebration of Recovery.

XI. BOARD FORUM

A. Advisory Council Meeting – No Minutes

No meeting minutes available.

XII. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

Nothing noted.

XIII. ADJOURNMENT

It was moved by Ms. Totty, seconded by Mr. Paulus, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 7:28 p.m.

Respectfully submitted,

Tracy Goyette  
Recording Secretary