

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: July 7, 2020  
TIME: 6:00 p.m.  
PRESIDING: Nancy Thomson, Chairman

---

PRESENT: A. Essian, N. Thomson  
CALL IN: J. Jowett-Lee, M. Partipilo, E. Priemer, S. White  
ABSENT: L. Ames, S. Armstrong, J. Bligh, M. Paulus, E. Rieves, K. Schieweck  
ALSO PRESENT: Guests Video Conference: Renee Kiehler  
Staff: K. Gallagher, D. Johnson, T. Pingitore, K. Farr, M. Measel-Morris, J. Stoutmeyer, T. Goyette

I. CALL TO ORDER

The meeting was called to order at 6:12 p.m. by Chairman Thomson.

II. CITIZENS WISHING TO ADDRESS THE BOARD – None

III. AGENDA CHANGES – None

IV. PRESENTATION OF PREVIOUS MEETING MINUTES

A. It was moved by Mr. Essian seconded by Ms. Jowett-Lee, to approve the minutes of the June 2, 2020 meeting of the CMH Board. **MOTION CARRIED**

V. PRESENTATION OF RECEIPTS/DISBURSEMENTS & ELECTRONIC TRANSFERS

A. It was moved by Mr. Essian, seconded by Mr. Priemer, to approve the May 2020 Receipts/Disbursements and Electronic Transfers, as presented. **MOTION CARRIED**

VI. PRESENTATION OF BILLS TO BE PAID

It was moved by Ms. Partipilo, seconded by Mr. Paulus, to approve the Bills to be Paid for June 2020 in the total amount of \$3,890,399.22, as presented. **MOTION CARRIED**

VII. ITEMS FOR ACTION

A. Contract: Mercy Plus Health Care

The Mercy Plus Health Care Contract was presented by Ms. Measel-Morris. Mercy Health Plus offers ABA Services and their local office is located in China Township, Michigan which captures the need of individuals we serve in the lower part of our county.

It was moved by Ms. White, seconded by Mr. Essian, to approve the Mercy Plus Health Care Contract, as presented. **MOTION CARRIED**

B. Contract: Ascension Providence Rochester Hospital

The Ascension Providence Rochester Hospital Contract was presented by Ms. Measel-Morris. Ascension Providence Rochester Hospital was recently utilized for two individuals who receive SCCCMH services. There is sometimes difficulty finding local beds for psychiatric inpatient. There also can at times be a need for SCCCMH individuals who are out of county.

It was moved by Mr. Essian, seconded by Ms. White, to approve the Ascension Providence Rochester Hospital Contract, as presented. **MOTION CARRIED**

VIII. INFORMATIONAL ITEMS

A. Recipient Rights Advisory Committee – N. Thomson

1. Recipient Rights Advisory Committee Agenda (06/16/2020)

The Recipient Rights Advisory Committee met on June 16, 2020. Ms. Thomson provided an overview of the meeting agenda which included:

2. Office of Recipient Rights Semi-Annual Report

Per the Mental Health Code, each ORR in the State of Michigan must prepare a Semi-Annual Report summarizing the complaint data processed by their agency/hospital from October 1st through March 31st of the current fiscal year.

The Semi-Annual Report must be provided to the Recipient Rights Advisory Committee, and submitted to the Department by June 30th each year. The SCCCMHA Semi-Annual Report was presented to the Recipient Rights Advisory Committee at their June 16, 2020 meeting, and submitted to the Department on June 18, 2020. As a courtesy, the report is included in the board packet. Please note: The Semi-Annual Report does not require board approval.

The SCCCMHA-ORR FY2020 Semi-Annual Report identified the following:

- a. During the first two quarters of fiscal year 2020:
  - i. SCCCMHA served 3,954 individuals (unduplicated count)
  - ii. SCCCMHA-ORR staffed the equivalent of 2.75 full-time staff members
    1. Telly Delor, RRD, Full-Time Employee (40 hrs./wk.)
    2. Sandy O'Neill, RRA, Full-Time Employee (37.5 hrs./wk.)
    3. Marissa George, RRA, Part-Time Employee (20 hrs./wk.)
    4. Sandy Horne, Clerical Support, Full-Time Employee/Split (10 hrs./wk.)
  - iii. SCCCMHA-ORR recorded 107 complaints consisting of 148 allegations, investigated 138 allegations, and substantiated 60 allegations (the substantiated allegations are identified in the report).

*Aggregate Complaint Data Report:* The SCCCMHA aggregate complaint data report was presented to the Committee and reported complaint activity from February 29, 2020 through May 31, 2020. During this reporting period, the Office of Recipient Rights (ORR) received 38 new complaints consisting of 54 allegations, and completed 34 previously pending complaints consisting of 55 allegations.

3. Parent/Guardian Monitoring Report

A total of 208 surveys were sent to parents/guardians of the recipients residing in specialized licensed residential settings (group homes and adult foster care homes). Of this, 165 were returned and of this 83 included hand written comments. This is a 79% return rate which is the highest rate to date. Results and comments for each service location were shared with each service provider. It was recommended that for staff receiving positive comments a letter be sent to them sharing the comments.

Also included with this mailing were nomination forms for our Rights Champion Awards Program of which we received a lot of feedback.

B. Finance:

1. May Funding Bucket Report & Financial Statement – K. Farr

*May YTD Funding Bucket Report:* This report covers the period of October 1, 2019 through May30, 2020. It compares the actual spending for the seven months to the original budget. Ms. Farr provided an overview of this report.

*Financial Statement:* In reviewing the Statement of Net Positions, it was noted that the total current net assets is sufficient to cover our total current liabilities. It was noted that when factoring in the Non-Current Assets and Deferred InFlow/Outflow of Resources and Long Term Liabilities, we are back to being in the positive opposed to last year.

2. FY2019 Executive Summary

Ms. Farr provided an overview of the FY2019 Executive Summary. The Funding Source Bucket report for the full FY2019 was provided and corresponding memos reviewed. If anyone has any questions they can reach out to Ms. Farr at any time.

C. Program Operations Update – K. Gallagher

1. EOM/TOM

Ms. Gallagher provided highlights of the Employee of the Month for March and May.

March Employee of the Month – Tommy Rankin. Tommy Rankin consistently demonstrates professionalism and enthusiasm, going above and beyond expectations to assist staff. Since January, he simultaneously completed an unusually large number of setups at various locations, responded to helpdesk requests, and answered “drive by” requests for assistance. In each and every instance Tommy has responded with a reassuring smile while efficiently and effectively addressing each task. Additionally, Tommy’s readiness to stay late or come in early to accommodate the recent uptick of meetings and conference setups has proven invaluable in ensuring essential communications continued unabated during the COVID-19 pandemic.

May Employee of the Month – Mellisa Quandt. While the COVID-19 Stay Home order was in effect individuals receiving CMH services were at increased risk of feeling isolated, alone, and overwhelmed. This was particularly true of individuals receiving focused Assertive Community Treatment (ACT) services. Concerned about this possibility, Mellisa took lead in creating a support group open to individuals receiving ACT services. Due to Mellisa's initiative, a difficult situation became manageable for these individuals.

2. Safe Start Up

Ms. Gallagher provided an update on programs both direct run and contract run re-opening. Individuals in the next category of need are being brought in. Staff throughout the building are working a rotating schedule between working from home and working in house. CIS staff are back and have brought about eight individuals in for services.

3. Transportation Update

Ms. Gallagher reported that Blue Water Area Transit has agency routes with us. These routes are beginning again but are limited.

4. Liberty Home

Liberty House is open and accepting individuals. The home is in excellent condition. Staffing the home has been an issue due to the COVID-19 pandemic.

D. Administrative Services

1. COVID-19 Preparedness & Response Plan

Ms. Pingitore shared that SCCCMH has been developing our COVID-19 Preparedness & Response Plan. The plan includes efforts that we made early on related to the pandemic. A new executive order issued required a more formalized plan. The draft plan was emailed out to staff for feedback. Ms. Pingitore provided an overview of what the plan includes. Once finalized employees will need to sign an attestation that they have reviewed the plan. If there are major changes to the plan a new attestation may be required. It was suggested by Ms. Farr that this could be an annual sign off.

E. Region 10 Update

1. Region 10 Board Meeting

Ms. Thomson reported that the Region 10 Board Meeting occurred on June 19, 2020.

At the meeting it was reported that Senate Bill 690 initially proposed a Direct Care Wage increase of \$3.00. The House and Senate have now agreed to keep the increase at \$2.00 but have extended it through September 30, 2020.

The Performance Based Incentive Fund Requests Policy was approved by the Region 10 Board. The policy is intended to provide guidelines for the management of the Performance Based Incentive Payments received from MDHHS.

A Region 10 Board Member is leaving the board and Region 10 is looking to replace this member with someone from law enforcement.

Mr. Priemer reported an update on the GHS/Genesee County Settlement. GHS and Genesee County reached a settlement agreement.

X. DIRECTOR'S REPORT

A. Community Education / Public Relations Report

Ms. Johnson presented on what Community Related activities CMH has been participating in in the current climate. There has continued to be a lot of movement and increase in activity. There have been many posts related to taking care of self, Trauma Yoga class links, health classes partnering with the YMCA, and other resources and information.

Ms. Johnson announced that the Galley is offering a virtual cooking class for individuals in services while working to revamp in house.

Ms. Johnson has been a part of the Accurate Picture Campaign. The Accurate Picture Campaign was formed by the Community Mental Health Association of Michigan in response to the false narrative used as the impetus for a system redesign, with the goal being to paint an accurate picture of the current Community Mental Health system. The workgroup is putting together social media messages that will be shared.

SCCCMH's billboard campaign is going to center around wearing masks. Designs for the billboard have been created by the Community Relations Department and feature messages about the importance of wearing masks to protect others.

Dr. Ali started last week. He will have 17 days of internship with a local doctor. He will be phasing in as full time with us effective July 20, 2020. Dr. Bauer and Dr. Brozovich are leaving the area. This may create a need for more SCCCMHA psychiatric capacity.

Ms. Johnson and the management team issued a statement regarding Black Lives Matter in a recent edition of the COVID-19 daily updates.

B. Recipient Rights Newsletter

The Recipient Rights Newsletter was issued to board members for review.

C. Community Mental Health Association Business:

1. Weekly Update

The CMHA Weekly Updates are available online for board member review.

XI. BOARD FORUM

Advisory Council Meeting – Canceled

XII. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD – None

XIII. ADJOURNMENT

It was moved by Mr. Essian, seconded by Ms. Partipilo, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 7:11 pm.

Respectfully submitted,

Tracy Goyette  
Recording Secretary