

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: March 12, 2024
TIME: 5:00 p.m.
PRESIDING: Nancy Thomson, Chairman

IN PERSON: L. Ames, A. Essian, J. Jowett-Lee, R. Mirabelli, E. Priemer, K. Schieweck, N. Thomson, J. Totty

VIRTUAL: None

ABSENT: D. Davey, R. Johnson, M. Partipilo

ALSO PRESENT: Guests Video Conference: None
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 5:06 p.m. by Chairman Thompson.

II. CITIZENS WISHING TO ADDRESS THE BOARD

None.

III. AGENDA CHANGES

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

MOTION CARRIED.

IV. CONSENT AGENDA

- A. Presentation or 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 February 13, 2024 Regular Board Meeting Minutes, Monthly Bank Reconciliation balance totaling \$14,228,966.48 , Bills to be Paid totaling \$7,008,033.21, Funding

Source Report for January 2024 and SCCCMH Board Policies”, the motion was seconded by Ms. Totty to approve the consent agenda. **MOTION CARRIED**.

V. ITEMS FOR ACTION

A. Trustee & Alternative Trustee for the West Michigan Health Insurance Pool

Ms. Pingitore presented that with her retirement a new trustee and alternative trustee needs to be named for the West Michigan Health Insurance Pool. It was determined by members of the Leadership Team that the HR Director, and COO would be the most logical choice. Ms. Kimberly Prowse was selected as Trustee, and Ms. Telly Delor was selected as Alternate Trustee.

It was moved by Ms. Jowett-Lee, seconded by Ms. Ames, to approve the Trustee and Alternative Trustee for the West Michigan Health Insurance Pool as presented. **MOTION CARRIED**

B. CEO Job Description

The SCCCMH CEO Job Description was distributed for board member review and feedback at the February Board meeting. No board member feedback was received.

It was moved by Ms. Jowett-Lee, seconded by Ms. Mirabelli, to approve the St. Clair County CMH CEO Job Description as written. **MOTION CARRIED**

C. Health Source Saginaw Contract

The Health Source Saginaw contract was presented by Ms. Measel-Morris. The contract is for provision of Inpatient Psychiatric Services.

It was moved by Ms. Jowett-Lee, seconded by Ms. Totty, to approve the Health Source Saginaw contract as written. **MOTION CARRIED**

D. BlueMind Therapy ABA Contract

The BlueMind Therapy ABA Contract was presented by Ms. Measel-Morris. The contract is for Behavioral Health Treatment Services / Applied Behavior Analysis.

It was moved by Ms. Jowett-Lee, seconded by Ms. Totty, to approve the BlueMind Therapy ABA Contract as written. **MOTION CARRIED**

VI. 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.

2. Downriver Programming

Ms. Gallagher provided an update on placement after the closing of a Community Enterprises program located down river. Some of the individuals, who attended that Community Enterprises location, are now attending the Community Enterprise Port Huron location. Some people have elected to attend program at Creative Empowerment Opportunities, a newly contracted with agency located in Clinton Township.

3. Other

Nothing.

D. Support Services Updates

1. Support Services Director Report

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

2. FY24 Prescriber Satisfaction Summary Report

Ms. Measel-Morris provided an overview of the FY2024 Prescriber Satisfaction Summary report. The CMH Board was provided with a copy of the full report.

3. Provider Satisfaction Survey Annual Summary

Ms. Measel-Morris provided an overview of the Provider Satisfaction Survey Annual Summary. The CMH Board was provided with a copy of the full report.

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. Prowse 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 January. The January Employee of the Month was Shannon Conover. The January Team of the Month was Jennifer O'Dell, Amy Kandell, Colleen Skrypkun, Abby Brown and Joan Wood.

F. Facilities / Information Technology Updates

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

G. Office of Recipient Rights

1. Office of Recipient Rights Report

Ms. O'Neill provided the Office of Recipient Rights report to the board.

2. Recipient Rights Advisory Committee Agenda

The Recipient Rights Advisory Committee met on February 27, 2024. A copy of that agenda was provided to the board.

3. Recipient Rights Aggregate Data Report FY24, Quarter 1

Ms. O'Neill provided a review of the Office of Recipient Rights Complaint Resolution Aggregate Data Report. The report captures data from 10/01/2023 through 12/31/2023. The board was provided with this report.

4. Rights Champion Award Recipients

Ms. O'Neill shared the Rights Champion of the Year winners: Individual: Andrea Bubel, Residential Services Division Director, Blue Water Developmental Housing. Team: Simpson Group Home, I.M.P.A.C.T., and Lisa London, Case Manager, SCCCMHA, and Irene Schuck, FIPA Technician, SCCCMHA.

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.

B. CMHA Updates

1. CMHA Summer Conference Conflict – June

The June board meeting takes place during the CMHA Spring Conference. It was decided to move the meeting to June 4, 2024. A revised calendar will be presented for board approval at the April meeting.

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. Unfortunately, attendance at this meeting has been dwindling.

B. CMH Board Election of Officers Process

The board reviewed the Election of Officers Process. The Election of Officers will take place at the April Board meeting.

C. April Committee Appointments

CMH Board Members will be appointed to committees in April. The board was provided with a list of committee descriptions, as well as a list of who is currently on what committee.

D. Nominations Committee Appointments

Ms. Jowett-Lee will head up the nominating committee. Anyone interested in holding an officer position should contact Ms. Jowett-Lee.

X. CLOSED SESSION – PERSONNEL & LEGAL ISSUE

It was moved by Mr. Schieweck to move into closed session at 6:30pm, 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. Essian, seconded by Ms. Jowett-Lee to move out of closed session at 6:41pm. **MOTION CARRIED.**

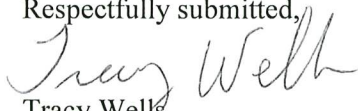
XI. ANY OTHER BUSINESS TO PROPERLY COME BEFORE THE BOARD

None.

XII. ADJOURNMENT

It was moved by Ms. Totty, seconded by Ms. Jowett-Lee, to adjourn. **MOTION CARRIED.** With no further business to discuss the meeting was adjourned at 6:42 p.m.

Respectfully submitted,


Tracy Wells
Recording Secretary