

PROPOSED MINUTES

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

MARCH 28, 2023

MEMBERS PRESENT: Roger Ballard, Joyce Johnson, Lynne Brown, Linda Willis, Bob Kozfkay, Bill Gray, John Groustra, Jessica Simon, Elva Mills, and Nanette Susalla

MEMBERS ABSENT: Robyn Gorringer (excused) and Brett Lester (excused)

STAFF PRESENT: Deb Messing, Anthony Shaver, Nancy Tezak, Beth Fromwiller, Kellie Phelps, and Merisa Thomas

GUESTS: Melissa Anderson and Kris Muelke

- I. CALL TO ORDER: The Chairperson, Robert Kozfkay, called the meeting to order at 5:00 p.m.
The Pledge of Allegiance was recited by everyone in attendance and Mr. Kozfkay offered a prayer.
- II. ROLL CALL: Mrs. Merisa Thomas, Acting Recording Secretary, took roll. A quorum was present.
- III. RECOGNITION OF GUESTS: Mr. Kozfkay acknowledged the staff and guests in attendance.
- IV. ADOPTION OF AGENDA: Mrs. Messing indicated that CDM #3257 should be removed under New Business. Ms. Brown made the motion, with support from Ms. Willis, to approve the Agenda as revised. The motion carried.
- V. COMMENTS FROM THE PUBLIC: Kellie Phelps addressed the Board on behalf of CMH Staff, to thank them for approving the distribution of the Retention Bonus from Region 10.
- VI. APPROVAL OF MINUTES: Mr. Ballard made the motion, with support from Ms. Simon, to approve the minutes of the March 20, 2023 Special Board meeting as presented. The motion carried.
- VII. CEO'S REPORT: Mrs. Messing reported on behalf of Mr. Morris, in addition to his written report:
 - The County Commissioners have approved the re-appointment of four of our Board Members.
 - Training on the iPad Project continues so that implementation may start mid-April.
 - Discussions with McKenzie Health System regarding the potential to expand and co-locate at one of their sites, under CCBHC.
 - Last Friday, Mr. Morris met with the Agency's Realtor/Attorney regarding the offer received on Creative Enterprises. Mr. Partaka advised that he would have a conversation with the offer source, instead of doing a counteroffer, with the intent of clearing up any confusion and not to negatively affect the prospective offer by making dramatic changes. The Realtor/Attorney will return with that information so that a discussion can be held as to next steps.

Mr. Kozfkay congratulated the re-appointed Board Members. Ms. Brown made the motion, with support from Ms. Susalla, to accept the CEO Report as presented. The motion carried.

VIII. COMMITTEE REPORTS:

- a. AUDIT COMMITTEE (03/28/2023): Mr. Gray presented the report. Mr. Ballard made the motion, with support from Ms. Simon, to accept the Audit Committee report for the March 28, 2023 meeting as presented. The motion carried.
- b. CCBHC AD HOC COMMITTEE (03/20/2023): Mr. Groustra presented the report. Ms. Willis made the motion, with support from Ms. Brown, to accept the CCBHC Ad Hoc Committee report for the March 20, 2023 meeting as presented. The motion carried.
- c. PERSONNEL COMMITTEE (03/20/2023): Mr. Kozfkay presented the report. Ms. Susalla made the motion, with support from Mr. Gray, to accept the report for the March 20, 2023 Personnel Committee meeting as presented. The motion carried.
- d. PROGRAM COMMITTEE (03/14/2023): Ms. Brown presented the report. Ms. Willis made the motion, with support from Ms. Simon, to accept the report for the March 14, 2023 Program Committee meeting as presented. The motion carried.
- e. CONSUMER ADVISORY BOARD (03/01/2023): Ms. Brown presented the report. Ms. Simon made the motion, with support from Ms. Johnson, to accept the report for the March 1, 2023 Consumer Advisory Board meeting as presented. The motion carried.
- f. PARENT ADVISORY COUNCIL: (03/20/2023): Ms. Mills and Ms. Johnson presented the report. Ms. Susalla made the motion, with support from Ms. Brown, to approve the report for the March 20, 2023 Parent Advisory Council meeting as presented. The motion carried.
- g. OTHER: There were no other Committee Reports.

- IX. PIHP REPORT: Mr. Kozfkay reported on the March 17, 2023, meeting. A quorum was present. Region10 continues to do well financially. The Public Health Emergency Order is being ended and will affect the amount of money the Region receives. The State intends to review this and make adjustments to offset the monies that will no longer be received. A report was given on the building being renovated in Port Huron; windows have been received, progress is being made, and move-in is on track for June 1, 2023.

Ms. Brown made the motion, with support from Ms. Willis, to accept the PIHP Report as presented. The motion carried.

X. OLD BUSINESS

- a. OTHER: There was no old business.

XI. NEW BUSINESS

- a. BILLS: Mr. Gray presented the report. Mr. Gray made the motion, with support from Mr. Ballard, to approve the payment of checks 54524 thru 54643 in the amount of \$1,093,330.83, as presented. A discussion was held. The motion carried.
- b. CREDIT CARD STATEMENT: Mr. Gray presented the report. A discussion was held. Mr. Gray made the motion, with support from Ms. Simon, to approve the credit card statement for the period of 02/16/2023 thru 03/15/2023 in the amount of \$77,089.29, as presented. A discussion was held. The motion carried.
- c. NITROGEN GENERATOR, CDM #3258: Mrs. Messing presented the CDM. Mr. Gray made the motion, with support from Mr. Ballard, to approve the purchase and installation of a Nitrogen

Generator by Van Wall Fire Protection, Inc. in the amount of \$18,400, as presented. The motion carried.

- d. 2022 ANNUAL REPORT, CDM #3259: Mrs. Messing presented the CDM. Ms. Susalla made the motion, with support from Ms. Simon, to approve the costs related to the creating/printing of 22,000 copies of the 2022 Annual Report:
1. Layout/design at \$45/hour by Clear Ideas
 2. Printing of 2022 Annual Report – 8 panel with saddle stitched at center – 22,000 copies - \$10,418.75
 3. Insertion cost with Sanilac County News - \$1,408.

The motion carried.

- e. PARENT ADVISORY COUNCIL (PAC) BY-LAWS REVISION, CDM #3260: Mrs. Messing presented the CDM. Ms. Simon made the motion, with support from Ms. Brown, to recommend approval of proposed revisions to Section 3: Membership of the Parent Advisory Council By-Laws as outlined after they lay for 30 days as required by the By-Laws. The motion carried.

- f. OTHER: There was no other new business.

XII. REPORTS ON MEETINGS ATTENDED: Ms. Susalla reported on the Identifying Everyday Dangers in the Lives of Youth Meeting, held at the Midas-Well Hall in Deckerville, on March 9, 2023. She only wishes there would have been more handouts to reference.

XIII. PUBLIC COMMENTS: There were no public comments.

XIV. ANNOUNCEMENTS: Mrs. Messing announced that the next Board Meeting will be re-organization, as well as Staff of the Year and Partner in Recovery Award presentations. There will be an Executive Meeting on Monday, April 17, 2023, to prepare for negotiations. Mrs. Messing will be sending an e-mail out to remind everyone.

XV. DATE OF NEXT SCHEDULED MEETING: The March Board meeting will be held on Tuesday, April 25, 2023, at 5:00 p.m.

XVI. ADJOURNMENT: There being no further business to discuss, the meeting adjourned at 5:41 p.m.

Date: _____

Robert Kozfkay, Chairperson

Date: _____

Linda Willis, Board Secretary

Date: _____

Merisa Thomas, Acting Recording Secretary

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