

Approved: _____

PROPOSED MINUTES

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

AUGUST 29, 2023

MEMBERS PRESENT: Roger Ballard, Lynne Brown, Robyn Gorringer, Bill Gray, John Groustra, Joyce Johnson, Bob Kozfkay, Brett Lester, Elva Mills, Nanette Susalla, Angie Weber and Linda Willis

MEMBERS ABSENT: None.

STAFF PRESENT: Nancy Tezak, Beth Westover, Jamie Reinke, Nicole Beagle, Tony Shaver, Kellie Phelps, Beth Fromwiller, Nick Hauxwell, Wil Morris, Nicole Beagle, and Deb Messing

- I. CALL TO ORDER: The Chairperson, Mr. Robert Kozfkay, called the meeting to order at 5:04 p.m. The Pledge of Allegiance was recited by everyone in attendance and Mrs. Robyn Gorringer offered a prayer.
- II. ROLL CALL: Mrs. Deb Messing, Recording Secretary, took roll. A quorum was present.
- III. RECOGNITION OF GUESTS: Mr. Kozfkay recognized the staff in attendance.
- IV. ADOPTION OF AGENDA: Ms. Brown made the motion, with support from Ms. Willis, to approve the Revised Agenda as presented. The motion carried.
- V. COMMENTS FROM THE PUBLIC: There were no comments from the public.
- VI. PRESENTATION – BOARD/SELF EVALUATION SUMMARY: Mr. Morris shared with the Board the summary of the Board Self-Evaluation and Board Member Self Evaluation. These are completed for our CARF review. Copies will be shared with the members.
- VII. APPROVAL OF MINUTES: Ms. Brown made the motion, with support from Ms. Willis, to approve the minutes of the July 25, 2023 Board meeting as presented. The motion carried.
- VIII. CEO'S REPORT: In addition to the written report, Mr. Morris shared:
 - Again, welcome to our new Board member, Angie Weber. We are really excited to have a health care professional on our Board.
 - Welcome to Jamie Reinke as our Chief Program Officer. She comes to us from MDHHS.
 - Our CARF review will be October 11 – October 13, 2023. Notice is hot off the press.
 - We've been notified that we are a CCBHC Demonstration in provisional status. We've submitted the necessary documentation and should be receiving our new documentation shortly. We are really excited about the potential for collaborative care with health care providers. This is exciting for our community.
 - An update as to our parking lot. Because of the amount of rain, the company is asking to postpone until next year the replacement of the Admin parking lot. Only the Ehardt Center will happen in September and this building's parking lot will happen in 2024. The company has guaranteed the price that was already approved.
 - The Stoliker building construction has been approved by the Audit Committee today and the selected bidder will be notified tomorrow. They will have 5 months to complete the renovations.

- We have to be out of the Creative Enterprises building by the end of the 5 months. The new owner Kendra IT has been positive to work with.
- Thanks to the Sandusky Police Department and the City of Sandusky for agreeing to consider our co-location in their car wash and look at potential modifications.
- The Region is planning a Board Retreat in November.
- Starting conversations with the Region regarding ACCESS. Future discussions are being planned.
- Looking to partner with On-Target Marketing to help us with writing some scripts for Mental Health Moments that we can also use on our Facebook page.
- The Suicide Awareness and Remembrance Walk is on Saturday, September 9th at the Diamond Walking Trail from 10-Noon.

Mrs. Johnson made the motion, with support from Mr. Gray, to accept the CEO's Report as presented. The motion carried.

IX. COMMITTEE REPORTS:

- AUDIT COMMITTEE (08/29/2023): Mr. Gray presented the report. Ms. Willis made the motion, with support from Ms. Brown, to accept the minutes of the 08/29/2023 Audit Committee meeting as presented. The motion carried.
- CCBHC AD HOC COMMITTEE (08/21/2023): Mr. Groustra presented the report. Mr. Groustra suggested that we share the Community Needs Assessment Summary to the entire Board for review. Mr. Gray made the motion, with support from Ms. Brown, to accept the minutes of the 08/21/2023 CCBHC Ad Hoc Committee meeting as presented. Mr. Morris shared that we just received notification as to full compliance for CCBHC Demonstration. As to the continuation of the Committee, his recommendation that we update the By-Laws to provide for the permanent continuation of the Committee to fit the mandates of CCBHC. The motion carried.
- PERSONNEL COMMITTEE (08/21/2023): Mr. Kozfkay presented the report. Ms. Susalla made the motion, with support from Ms. Willis, to accept the minutes of the 08/21/2023 Personnel Committee meeting as presented. The motion carried.
- PREVENTION AND PUBLIC EDUCATION COMMITTEE (08/08/2023): Ms. Brown presented the report. Ms. Willis made the motion, with support from Mr. Gray, to accept the minutes of the 08/08/2023 Prevention and Public Education Committee meeting as presented. The motion carried.
- PROGRAM COMMITTEE (08/08/2023): Mr. Lester presented the report. Ms. Susalla made the motion, with support from Mr. Gray, to accept the minutes of the 08/08/2023 Program Committee meeting as presented. The motion carried.
- CONSUMER ADVISORY BOARD (08/02/2023): Ms. Brown presented the report. Ms. Willis made the motion, with support from Ms. Susalla, to accept the minutes of the 08/02/2023 Consumer Advisory Board meeting as presented. Mr. Morris shared regarding the presentation by CAB members to the Care Management Department. Kudos to both Lynne Brown and Tim S. The motion carried.
- PARENT ADVISORY COUNCIL (08/21/2023): Mr. Morris presented the report. Ms. Brown made the motion, with support from Ms. Susalla, to accept the minutes of the 08/21/2023 Parent Advisory Council meeting as presented. A discussion was held. The motion carried.
- OTHER: There were no other committee reports.

X. PIHP REPORT: Mr. Morris shared that in addition to what as in his CEO Report, the biggest topic was the planning for the November Board Retreat and presentations at the meeting regarding services/programs. The first presentation will be on ACCESS. They talked a little bit about Conflict Free Case Management and the listening sessions set up by the State. They were not very productive and many were unable to connect. There may be a few more sessions scheduled. Region 10 has not taken a position on the concept. Ms. Susalla made the motion, with support from Mr. Gray, to accept the report as presented. The motion carried.

XI. OLD BUSINESS

a. OTHER: There was no other old business.

XII. NEW BUSINESS

a. BILLS: Mr. Gray presented the report. Mr. Gray made the motion, with support from Mr. Ballard, to approve the checks numbered 55310 thru 55449 in the amount of \$1,232,033.87. A discussion was held. The motion carried.

b. CREDIT CARD STATEMENT: Mr. Gray presented the report. Mr. Gray made the motion, with support from Mrs. Mills, to approve the credit card statement for the period of 07/18/2023 – 08/15/2023 in the amount of \$41,734.34. The motion carried.

c. FY2023 BUDGET REVISION, CDM #3287: Mr. Shaver presented the CDM. Mr. Gray made the motion, with support from Mr. Groustra, to approve the FY 2023 budget revision as outlined. The motion carried.

d. FY2024 BUDGET, CDM #3288: Mr. Shaver presented the CDM. Ms. Mills made the motion, with support from Mr. Gray, to approve the FY 2024 budget as outlined at \$26,961,975. A discussion was held. The motion carried.

e. ONE-TIME LUMP SUM PAYMENT FOR SPECIALIZED RESIDENTIAL STAFF, CDM #3289: Mr. Morris presented the CDM. Mr. Gray made the motion, with support from Mr. Ballard, to approve the lump sum payment as outlined at a total cost of \$104,000. The motion carried.

f. STAFF LONGEVITY BONUS, CDM #3290: Mr. Morris presented the CDM. Ms. Willis made the motion, with support from Ms. Brown, to approve the factor of 1.50 for the calculation of a one-time lump sum payment to AFSCME, TPOAM and independent contract staff as outlined. The motion carried.

g. UHY ADVISORS MI, INC. AUDIT CONTRACT, CDM #3291: Mr. Shaver presented the CDM. Ms. Mills made the motion, with support from Ms. Brown, to approve new three-year contract proposal as outlined with UHY Advisors MI, Inc. The motion carried.

h. CCBHC DEMONSTRATION, CDM #3292: Mr. Morris presented the CDM and recognized the Agency staff who participated in the preparation of the Demonstration application. Mr. Groustra made the motion, with support from Mr. Gray, to approve the creation of the 3 Care Manager positions, 3 Care Manager Assistant positions and an Administrative Support Billing position as outlined; as well as to also approve the DCO Agreement with Blue Water Recovery and outreach Center (BWROC) at the initial cost of \$15,000. The motion carried.

i. OTHER: There was no other new business.

XIII. REPORTS ON MEETINGS ATTENDED: There were no reports on meetings attended.

XIV. PUBLIC COMMENTS: There were no public comments.

XV. ANNOUNCEMENTS: Ms. Willis again welcomed Angie to the Board and thanked Mr. Morris for dinner.

XVI. DATE OF NEXT SCHEDULED MEETING: The September Board meeting will be held on Tuesday, September 26, 2023, at 5:00 p.m.

XVII. ADJOURNMENT: There being no further business to discuss, the meeting adjourned at 6:10 p.m.

Date: _____

Robert Kozfkay, Chairperson

Date: _____

Linda Willis, Board Secretary

Date: _____

Debra Messing, Recording Secretary