

Approved: \_\_\_\_\_

PROPOSED MINUTES

**SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY**

OCTOBER 30, 2023

MEMBERS PRESENT: Robert Ballard, Brett Lester, Joyce Johnson, Lynne Brown, Linda Willis, Nanette Susalla, Robyn Gorringer, Robert Kozfkay, John Groustra, William Gray, and Angie Weber

MEMBERS ABSENT: Elva Mills

STAFF PRESENT: Nicole Beagle, Jamie Reinke, Sheila Hill, Beth Fromwiller, Anthony Shaver, Nancy Tezak, Nick Hauxwell, Wil Morris, and Deb Messing

- I.     CALL TO ORDER: The Chairperson, Mr. Robert Kozfkay, called the meeting to order at 5:00 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. Susalla made the motion, with support from Ms. Willis, to approve the Agenda as presented. The motion carried.
- V.     COMMENTS FROM THE PUBLIC: There were no comments from the public.
- VI.    PRESENTATION: There was no presentation.
- VII.   APPROVAL OF MINUTES: Ms. Brown made the motion, with support from Ms. Johnson, to approve the minutes of the September 26, 2023 Board meeting as presented. The motion carried.
- VIII.   CEO'S REPORT: In addition to the written report, Mr. Morris shared:
  - The second annual Truck or Treat was held last Friday, October 27, 2023. There was 300+ people who came through the event. Kudos to staff and our community partners who participated in our event.
  - The Ehardt parking lot has only seen some patching except for the new light bases that were installed last week. Rain has been an issue for both parking lots, so those projects have been pushed to 2024.
  - He shared the 2023 Annual Report from Issue Media Group for the annual Mental Health Series shared across the state. Sanilac CMH stories reached about 73,000 people across the state of Michigan. Three of our stories were also part of the top 5 stories viewed. The iPad Project article has been asked to be reshared because some communities might try to implement the project. We will be entering into the relationship with Issue Media Group again for 2024. The hope is that more CMHs across the state will participate.

- For CCBHC we are working on the process of expanding services. In a year we hope to be increasing the services to those served by 25%. As a result of that, we will probably enhancing our contracts with our Nurse Practitioners for additional psychiatric nurse practitioners, an additional staff for billing, a half time support staff, 2 – 4 therapists in addition to our vacancies, 2 more Care Managers, 2 more Care Manager Assistants, 2 more Peer Support Specialists, 1 more Medical Assistant, a Veteran’s Navigator and 1 more staff person to handle crisis and walk in services.
- There was a healthy discussion at the Region 10 Board Meeting about the ACCESS Center. Hopefully that discussion will continue. In the meantime, we’ve revamped and changed some processes for those that walk in, so everyone gets timely services that are needed.
- There were a lot of conversations at the Fall Board Association conference regarding CCBHC and providing those services in rural communities. Hopefully those discussions will allow this model to move more north into the rural areas.
- There is concern over what is going to happen in the House of Representatives related to a government shut down in a few weeks. The longer it goes on the more impact it could have on us.

Ms. Willis made the motion, with support from Ms. Brown, to accept the CEO’s Report as presented. A discussion was held. Mr. Morris shared a status report on the construction on the Stoliker building. This information will be added to the board packet moving forward. The motion carried.

#### IX. COMMITTEE REPORTS:

- a. AUDIT COMMITTEE (10/30/2023): Mr. Gray presented the report. Ms. Susalla made the motion, with support from Ms. Johnson, to accept the minutes of the 10/30/2023 Audit Committee meeting as presented. The motion carried.
- b. CCBHC AD HOC COMMITTEE (10/16/2023): Mr. Groustra presented the report. Ms. Susalla made the motion, with support from Mr. Gray, to accept the minutes of the 10/16/2023 CCBHC Ad Hoc Committee meeting as presented. The motion carried.
- c. EXECUTIVE COMMITTEE (10/16/2023): Mr. Kozfkay presented the report. Mr. Gray made the motion, with support from Mr. Groustra, to accept the minutes of the 10/16/2023 Executive Committee meeting as presented. The motion carried.
- d. PERSONNEL COMMITTEE (10/16/2023): Mr. Kozfkay presented the report. Ms. Willis made the motion, with support from Ms. Brown, to accept the minutes of the 10/16/2023 Personnel Committee meeting as presented. The motion carried.
- e. PREVENTION AND PUBLIC EDUCATION COMMITTEE (10/16/2023): Ms. Brown presented the report. Ms. Susalla made the motion, with support from Mrs. Weber, to approve the Prevention and Public Education Committee report as presented. The motion carried.
- f. PROGRAM COMMITTEE (10/10/2023): Mr. Lester presented the report. Ms. Willis made the motion, with support from Ms. Brown, to accept the minutes of the 10/10/2023 Program Committee meeting as presented. The motion carried.
- g. CONSUMER ADVISORY BOARD (10/04/2023): Ms. Brown presented the report. Ms. Susalla made the motion, with support from Mr. Gray, to accept the minutes of the 10/04/2023 Consumer Advisory Board meeting as presented. The motion carried.
- h. PARENT ADVISORY COUNCIL (10/09/2023): Mrs. Johnson presented the report. Ms. Susalla made the motion, with support from Mr. Gray, to accept the minutes of the 10/09/2023 Parent Advisory Council meeting as presented. The motion carried.

i. OTHER: There were no other committee reports.

X. PIHP REPORT: Mr. Kozfkay shared that financially the Region has noticed a decline in income due to the expected drop of Medicaid eligibles. There was the ACCESS system discussion as noted earlier by Mr. Morris. November 17<sup>th</sup> is the Region 10 Board Retreat in Lapeer. Notify Deb Messing if you plan to attend.

Ms. Brown made the motion, with support from Ms. Willis, to accept the PIHP 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 55570 thru 55816 in the amount of \$2,206,365.35. The motion carried.

b. CREDIT CARD STATEMENT: Mr. Gray presented the report. Ms. Johnson made the motion, with support from Ms. Brown, to approve the credit card statement for the period of 09/17/2023 thru 10/16/2023 in the amount of \$105,518.40. The motion carried.

c. FY 2023 FINAL REPORT – QI GOALS AND OBJECTIVES, CDM #3295: Mr. Nick Hauxwell presented the CDM and the Report. Ms. Willis made the motion, with support from Ms. Susalla, to accept the FY 2023 QI Goals Final Report as presented. The motion carried.

d. FY 2023 CORPORATE COMPLIANCE ANNUAL REPORT, CDM #3296: Mr. Nick Hauxwell presented the Corporate Compliance Annual Report for FY 2023. Mr. Ballard made the motion, with support from Ms. Brown, to accept the FY 2023 Corporate Compliance Annual Report as presented. The motion carried.

e. FY 2024 CORPORATE COMPLIANCE PLAN, CDM #3297: Mr. Nick Hauxwell presented the Corporate Compliance Plan for FY 2024. Mr. Groustra made the motion, with support from Mr. Gray, to approve the FY 2024 Corporate Compliance Plan as presented. The motion carried.

f. FY 2024 QI GOALS AND OBJECTIVES, CDM #3298: Mr. Nick Hauxwell presented the proposed Goals and Objectives for FY 2024. Mr. Gray made the motion, with support from Mr. Ballard, to accept and approve the FY 2024 QI Goals and Objectives as presented. The motion carried.

g. FY 2024 REGION 10/SANILAC CMH SUD CONTRACT, CDM #3300: Mr. Nick Hauxwell presented the CDM and the proposed contract representing the renewal of the Region 10/Sanilac CMH SUD Contract. Mr. Groustra made the motion, with support from Mr. Gray, to approve the contract as presented and authorize the CEO to sign the same. The motion carried.

h. TRANE SYSTEM UPGRADE, CDM #3301: Mrs. Beth Westover presented the CDM and the request. Mr. Ballard made the motion, with support from Mrs. Johnson, to approve having Trane install new panels, controllers and upgrade the Tracker system at a cost of \$20,361 as requested. The motion carried.

i. PA SYSTEM, CDM #3302: Mrs. Beth Westover presented the CDM and the request. Mr. Gray made the motion, with support from Mr. Ballard, to approve the purchase and installation of the

recommended paging system by HiTECH at a cost of \$25,578.13 as requested. The motion carried.

j. REVIEW OF POLICIES BA001 AND BA003, CDM #3303: Mr. Morris presented the CDM and the proposed changes to both policies. Ms. Susalla made the motion, with support from Mr. Groustra, to approve the recommended changes after lying for 30 days as required by policy. Discussion as to the effective date of the change to the CCBHC Committee will happen in December after discussion next month. The motion carried.

k. CEO EVALUATION, CDM #3304: Mr. Kozfkay presented the CEO Evaluation Summary. Mr. Morris shared that attached to the summary is a Memo from him highlighting activities for this past year. He extended his thanks to the Board for their support over the past year. Mr. Gray made the motion, with support from Mr. Ballard, to accept and approve the CEO Evaluation Summary as presented. The motion carried.

l. OTHER: There was no other new business.

XIII. REPORTS ON MEETINGS ATTENDED: The board members shared about attending the Fall Board Association Conference at Traverse City.

XIV. PUBLIC COMMENTS: Mrs. Robyn Gorringer shared the thanks from the Community Hearts group for the scarecrows and posters created for the City.

XV. ANNOUNCEMENTS: Mr. Morris shared his thanks with Linda Willis, Lynne Brown and Nanette Susalla for judging the Halloween doors. Also keep Elva Mills in your thoughts and prayers as she struggles with some health issues. Congratulations to Merisa Thomas on the new baby.

XVI. DATE OF NEXT SCHEDULED MEETING: The November Board meeting will be held on Tuesday, November 28, 2023, at 5:00 p.m.

XVII. ADJOURNMENT: There being no further business to discuss, the meeting adjourned at 6:08 p.m.

Date: \_\_\_\_\_

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Robert Kozfkay, Chairperson

Date: \_\_\_\_\_

\_\_\_\_\_  
Linda Willis, Board Secretary

Date: \_\_\_\_\_

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Debra Messing, Recording Secretary