

Approved: _____

PROPOSED MINUTES

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

JANUARY 30, 2024

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

MEMBERS ABSENT: Robert Kozfkay (excused)

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

- I. CALL TO ORDER: The Acting Chairperson, Mr. John Groustra, 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. Merisa Thomas, Recording Secretary, took roll. A quorum was present.
- III. RECOGNITION OF GUESTS: Mr. Groustra recognized the staff in attendance.
- IV. ADOPTION OF AGENDA: Ms. Brown made the motion, with support from Ms. Johnson, to approve the Revised Agenda as presented. The motion carried.
- V. COMMENTS FROM THE PUBLIC: There were no comments from the public.
- VI. APPROVAL OF MINUTES: Ms. Willis made the motion, with support from Ms. Johnson, to approve the minutes of the December 19, 2023 Board meeting as presented. The motion carried.
- VII. CEO'S REPORT: In addition to the written report, Mr. Morris shared:
 - We received a note from Elva Mills' family. They appreciated everyone that attended the funeral. I am passing the note around for all of you to read and appreciate.
 - We are working to set a date for the Board Retreat in March. The hope is to have educational pieces and the completion of our Strategic Visioning session with Melissa Anderson. Attendance is not required but encouraged.
 - I've been asked to join the Rural Mental Health Committee of the Board Association. We met last month and talked about Conflict-Free Care Management and the caveats of video service. We will be meeting monthly regarding the issues that were brought up.
 - Our Staff of the Month for February is Mary Price from ACT. This is the second year in a row that she's been nominated as Staff of the Month. Congratulations, Mary!
 - Our new industrial building is to be complete, and our final walk-through should be tomorrow. Hopefully we can start the process of moving in our stuff over the next few weeks.
 - Later tonight, there will be an Executive Session to discuss a lease option for our car wash to continue in the community.
 - It's the time of the year to discuss the 2024 PAC Campaign. We encourage all Board Members to donate one per diem if you're able. It's not required, but I'll match 50% of each donation. If we hit a certain

amount, we can be put in a drawing for a Tiger game. The letter will be handed out. The deadline is late June to early July.

- We hired Heather Hayes to fill the Community Relations Supervisor position. She will be presenting to the Prevention and Public Education Committee.

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

VIII. COMMITTEE REPORTS:

- a. AUDIT COMMITTEE (01/30/2024): Mr. Gray presented the report. Ms. Susalla made the motion, with support from Ms. Willis, to accept the minutes of the 01/30/2024 Audit Committee meeting as presented. A necessary change was noted. The motion carried.
- b. CCBHC COMMITTEE (01/11/2024): Mr. Groustra presented the report. Mr. Gray made the motion, with support from Ms. Johnson, to accept the minutes of the 01/11/2024 CCBHC Committee meeting as presented. The motion carried.
- c. PERSONNEL COMMITTEE (Canceled)
- d. PROGRAM COMMITTEE (01/09/2024): Mr. Lester presented the report. Ms. Susalla made the motion, with support from Mr. Gray, to accept the minutes of the 01/09/2024 Program Committee meeting as presented. The motion carried.
- e. CONSUMER ADVISORY BOARD (01/03/2024): Ms. Brown presented the report. Ms. Willis made the motion, with support from Mr. Gray, to accept the minutes of the 01/03/2024 Consumer Advisory Board meeting as presented. The motion carried.
- f. PARENT ADVISORY COUNCIL (01/08/2024): Ms. Johnson presented the report. Ms. Brown made the motion, with support from Mr. Gray, to accept the minutes of the 01/08/2024 Parent Advisory Council meeting as presented. The motion carried.
- g. OTHER: There were no other committee reports.

IX. PIHP REPORT: Mr. Groustra shared that he, Ms. Johnson, and Mr. Morris traveled through the snowstorm to attend. They discussed contract amendments and QI Reports. The PIHP continues to perform well. The Board's questions were answered.

X. OLD BUSINESS

- a. UPDATES TO CONSUMER ADVISORY BOARD BY-LAWS, CDM #3315: Mr. Morris shared that these revisions have been laying for the requisite 30 days. Mr. Ballard made the motion, with support from Ms. Brown, to approve the recommended changes to the Consumer Advisory Board By-Laws as outlined in CDM #3315. The motion carried.
- b. OTHER: There was no other 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 checks numbered 56134 thru 56354 in the amount of \$2,164,312.70. The motion carried.
- b. CREDIT CARD STATEMENT: Mr. Gray presented the report. Mr. Gray made the motion, with support from Ms. Susalla, to approve the credit card statement for the period of 12/16/2023 thru 01/15/2024 in the amount of \$37,185.39. The motion carried.

- c. FY23 MICHIGAN MISSION BASED PERFORMANCE INDICATOR ANNUAL REPORT, CDM #3317: Mrs. Westover presented the CDM and the Report. Ms. Brown made the motion, with support from Ms. Weber, to accept the FY23 Michigan Mission Based Performance Indicator Annual Report as presented. The motion carried.
- d. FY23 ANNUAL DATA ACCURACY AND COMPLETENESS REPORT, CDM #3318: Mrs. Westover presented the CDM and the Report. Mr. Ballard made the motion, with support from Ms. Willis, to accept the FY23 Annual Data Accuracy and Completeness Report as presented. The motion carried.
- e. PERSONAL GROWTH CENTER BOARD VACANCIES, CDM #3319: Mr. Morris presented the CDM. Ms. Johnson made the motion, with support from Mr. Gray, to accept and approve the appointment of Geraldine Kinnunen, term expiring 09/30/2027, to the Personal Growth Center Board as recommended. The motion carried.
- f. FY24 PIHP/SANILAC CMH COMPREHENSIVE SPECIALTY SERVICES NETWORK CONTRACT – MEDICAID MANAGED SPECIALTY AND SERVICES CONTRACT, CDM #3320: Mr. Morris presented the CDM. Mr. Gray made the motion, with support from Mr. Ballard, to approve the amendment and authorize the CEO to execute Amendment #1 and #2 to the FY2024 PIHP/Sanilac CMH SUD Treatment Services Contract as presented. The motion carried.
- g. PIHP/SANILAC CMH COMPREHENSIVE SPECIALTY SERVICES NETWORK CONTRACT – TREATMENT SERVICES CONTRACT FY 2024 – AMENDMENT #1, CDM #3321: Mr. Morris presented the CDM. Mr. Gray made the motion, with support from Ms. Brown, to approve the renewal of the contract, along with Amendment #1, with Region10 to provide CMH services effective 10/01/2023-09/30/2024, and authorize the CEO to execute the contract and amendment as presented. The motion carried.
- h. MULTI-FACTOR AUTHENTICATION, CDM #3322: Mr. Morris presented the CDM. Ms. Susalla made the motion, with support from Mr. Gray, to move forward with Kendra IT. Mr. Morris added that Kendra IT is including staff training and additional support after installation which will be beneficial to the Agency. Additionally, Kendra IT is local, and their customer service has been above reproach. The motion carried.
- i. OTHER: There was no other new business.

XII. EXECUTIVE SESSION – CONTRACT NEGOTIATIONS: Ms. Brown made the motion, with support from Mr. Gray, to move to closed session at 5:49pm for the purpose of discussion contract negotiations. The motion carried. Mr. Lester recused himself from the conversation and left the meeting room.

5:49 p.m. Went into Executive Session.

Mr. Gray made the motion, with support from Ms. Susalla, 6:00 p.m. Returned to Regular Session.

Guests were invited to return, and Mr. Lester rejoined the rest of the Board.

Ms. Willis made the motion, with support from Ms. Brown, to amend the Revised Agenda to include CDM #3323. The motion carried.

AUTHORITY TO ENGAGE IN CONTRACT NEGOTIATIONS WITH THE CITY OF SANDUSKY FOR THE USE OF THE CAR WASH BAY FOR THE JOB TRAINING PROGRAM, CDM #3323: Mr. Gray made the motion, with support from Ms. Brown, to authorize the CEO to engage in contract negotiations

with the City of Sandusky not to exceed the parameters discussed in Executive Session. Additionally, if the contract meets these requirements, the CEO is authorized to sign the contract and report back to the Board the outcome once completed. Mr. Lester abstained from voting on the matter. The motion carried.

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

XIV. PUBLIC COMMENTS: There were no comments from the public.

XV. ANNOUNCEMENTS: Ms. Susalla thanked everyone for all of their support through her recent tough times.

XVI. DATE OF NEXT SCHEDULED MEETING: The February Board meeting will be held on Tuesday, February 27, 2024, at 5:00 p.m.

XVII. ADJOURNMENT: There being no further business to discuss, the meeting adjourned at 6:03 p.m.

Date: _____

John Groustra, Acting Chairperson

Date: _____

Linda Willis, Board Secretary

Date: _____

Merisa Thomas, Recording Secretary