

APPROVED: _____

PROPOSED MINUTES

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

NOVEMBER 26, 2024

MEMBERS PRESENT: Lynne Brown, Joyce Johnson, Robert Kozfkay, Brett Lester, Anna Lopez, Nanette Susalla, Angela Weber, John Groustra and Roger Ballard

MEMBERS ABSENT: Bill Gray (excused), Linda Willis (excused), and Robyn Gorringer (excused)

STAFF PRESENT: Wil Morris, Nicole Beagle, Jamie Reinke, Anthony Shaver, Beth Westover, Sheila Hill, Nancy Tezak, Nick Hauxwell, Kendra Parsons, Merisa Thomas, and Angie Hooper

GUESTS: None

I. CALL TO ORDER: The Chairperson, Mr. Robert Kozfkay, called the meeting to order at 5:05 p.m.

The Pledge of Allegiance was recited by everyone in attendance and Mr. Lester offered a prayer.

II. ROLL CALL: Mrs. Angie Hooper, Recording Secretary, took the roll. A quorum was present.

III. RECOGNITION OF GUESTS: Mr. Kozfkay acknowledged the staff in attendance.

IV. ADOPTION OF AGENDA: Ms. Brown made the motion, with support from Ms. Johnson, to approve the Revised Agenda to include CDM #3372 as presented. The motion carried.

V. COMMENTS FROM THE PUBLIC: There were no comments from the public.

VI. APPROVAL OF MINUTES: Ms. Johnson made the motion, with support from Mr. Ballard, to approve the October 29, 2024, Board Meeting minutes as presented. The motion carried.

VII. CEO'S REPORT: In addition to the written report, Mr. Morris added he will be on WMIC radio tomorrow, November 27th and December 11th to discuss the importance of family, kindness, and giving during this holiday season. Faculty will be walking in the Sandusky Farm Implement Parade on December 7th. There will be a warming station at the Croswell office during their Santa parade on Saturday, November 30th. Christmas trees are displayed in the lobbies at the Administration building, the Ehardt building and at the Croswell office. The Agency is participating in Adopt-a-Family and Toys for Tots. We are participating with the Chamber of Commerce in raffling off a live Christmas tree. The live tree is in the lobby at the Administrative building.

We are in a waiting game with Region 10 and the state regarding Access and impeding of services.

Congratulations to Sadie Martin, Adult Care Manager, for being the December 2024 Employee of the Month. Sadie is committed to her individuals and always available to her peers. Sadie always has a smile on her face and is active in Agency activities.

Ms. Brown made the motion, with support from Ms. Weber, to accept the CEO's Report as presented. The motion carried.

VIII. COMMITTEE REPORTS:

a. AUDIT COMMITTEE (11/26/2024): Mr. Groustra presented the report. Ms. Brown made the motion, with support from Ms. Weber, to accept the 11/26/2024 Audit Committee minutes as presented. The motion carried.

b. CCBHC COMMITTEE (11/14/2024): Mr. Groustra presented the report. Ms. Brown made the motion, with support from Ms. Susalla, to accept the 11/14/2024 CCBHC Committee meeting minutes as presented. The motion carried.

c. PERSONNEL COMMITTEE (11/18/2024): Mr. Kozfkay presented the report. Ms. Susalla made the motion, with support from Ms. Johnson, to approve the 11/18/2024 Personnel Committee meeting minutes as presented. The motion carried. Board member questions were answered regarding the RN/Nurse Coordinator position.

d. PROGRAM COMMITTEE (11/12/2024): Mr. Lester presented the report. Ms. Susalla made the motion, with support from Ms. Weber, to approve the 11/12/2024 Program Committee meeting minutes as presented. The motion carried. Board member questions were answered.

e. CONSUMER ADVISORY BOARD (11/06/2024): Ms. Brown presented the report. Ms. Susalla made the motion, with support from Mr. Ballard, to approve the Consumer Advisory Board meeting minutes for 11/06/2024 as presented. The motion carried.

f. PARENT ADVISORY COUNCIL (11/04/2024): Ms. Johnson presented the report. Ms. Brown made the motion, with support from Ms. Susalla, to approve the 11/04/2024 Parent Advisory Council meeting minutes as presented. The motion carried.

g. OTHER: There were no other committee reports.

IX. PIHP REPORT: Mr. Kozfkay was unable to attend the November 15, 2024, PIHP meeting. Mr. Morris reported that Region 10 is doing well financially. DAB eligibles are declining.

There was a closed session to discuss the legal issues for the FY2025 MDHHS-PIHP contract. It was moved that the Region's attorneys will file a motion to take the appropriate legal action in the matter of the FY2025 MDHHS-PIHP contract.

The Region 10 CEO evaluation is next month in December.

Ms. Brown made the motion, with support from Ms. Susalla, 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. Groustra made the motion, with support from Mr. Ballard, to pay the checks numbered 57952 through 58111 in the amount of \$1,390,986.06 as presented. The motion carried.

b. CREDIT CARD STATEMENT: Mr. Groustra made a motion, with support from Ms. Brown, to pay the credit card statement for the period 10/16/2024 to 11/15/2024 in the amount of \$61,792.60 as presented. The motion carried.

c. FY2024 CORPORATE COMPLIANCE ANNUAL REPORT, CDM #3367: Mr. Hauxwell presented the CDM to the Board. Ms. Johnson made the motion, with support from Ms. Susalla, to approve the FY2024 Annual Report as presented. The motion carried.

d. PERSONAL GROWTH CENTER BOARD VACANCIES, CDM #3368: Mr. Morris presented the CDM to the Board. Mr. Groustra made the motion, with support from Mr. Ballard, to approve the appointments of Emily Clark and Keith Janes to the Personal Growth Center Board with terms expiring on September 30, 2027. The motion carried.

e. FY2025 QUALITY IMPROVEMENT (QI) PROGRAM AND WORKPLAN, CDM #3369: Mr. Hauxwell presented the CDM to the Board. Mr. Ballard made the motion, with support from Ms. Weber, to approve the FY2025 Quality Improvement Program and Workplan as presented. The motion carried.

f. FY2024 ANNUAL DATA COMPLETENESS AND ACCURACY REPORT, CDM #3370: Mr. Hauxwell presented the CDM to the Board. Ms. Johnson made the motion, with support from Mr. Ballard, to approve the FY2024 Annual Data Completeness and Accuracy Report as presented. The motion carried.

g. FY2025 CORPORATE COMPLIANCE ANNUAL PLAN REPORT, CDM #3371: Mr. Hauxwell presented the CDM. Mr. Ballard made the motion, with support from Mr. Groustra, to approve the FY2025 Compliance Plan as presented. The motion carried.

h. FY2023 FINANCE AUDIT, COMPLIANCE AUDIT AND SINGLE AUDIT, CDM #3372: Mr. Shaver presented the CDM to the Board. Mr. Groustra made the motion, with support from Ms. Brown, to accept the 2023 Finance Audit, Compliance Audit, and Single Audit as presented by auditors UHY. The motion carried.

i. OTHER: There was no other new business.

XII. REPORTS ON MEETINGS ATTENDED: No meetings attended.

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

XIV. ANNOUNCEMENTS: No announcements.

XV. DATE OF NEXT SCHEDULED MEETING: Tuesday, December 17, 2024, at 5:00 p.m.

XVI. ADJOURNMENT: There being no further business to discuss, the meeting adjourned at 5:47 p.m.

DATE: _____

Robert Kozfkay, Chairperson

DATE: _____

Linda Willis, Secretary

DATE: _____

Angie Hooper, Recording Secretary