

MEETING MINUTES

FULL BOARD

TUESDAY, JUNE 24, 2025

Draft

MEMBERS PRESENT:	<input type="checkbox"/> OPEN SEAT (VACATED BY S. SLATON)	<input type="checkbox"/> C. NAGY
	<input type="checkbox"/> OPEN SEAT (VACATED BY M. KOZAK)	<input checked="" type="checkbox"/> J. PFEFFER - BOARD SECRETARY
	<input type="checkbox"/> L. BERRY-BOBOVSKI	<input checked="" type="checkbox"/> M. PIZZIMENTI
	<input checked="" type="checkbox"/> P. BRIDGE	<input checked="" type="checkbox"/> M. SERIO - VICE & COMM. CHAIR
	<input checked="" type="checkbox"/> R. GARBER – BOARD CHAIR	<input checked="" type="checkbox"/> S. VANDEMERGEL
	<input type="checkbox"/> M. IKLE	<input checked="" type="checkbox"/> A. YURKANIN
MEMBER(S) ABSENT:	L. BERRY-BOBOVSKI, M. IKLE, C. NAGY	
OTHERS PRESENT	C. CONKLIN K. AULETTE A. BOWERS	J. KUBUS J. LITTLE

1. **CALL TO ORDER:** Meeting called to order by: **R. Garber** at **6:03 PM**.

2. **ROLL CALL**

3. **APPROVAL OF AGENDA:** **AGENDA DATED JUNE 24, 2025**

- ☐ **MOTION TO APPROVE THE AGENDA, AS PRESENTED.**
- ☒ **MOTION TO APPROVE THE AGENDA, AS MODIFIED:** Board Chair R. Garber requested that agenda item #6c: Board review of LCCMHA Policy 381 Procurement of Goods and Services be moved to the July Full Board agenda on July 29, 2025.
- MOVED BY: M. Serio / SECONDED BY: M. Pizzimenti**
- ☒ **MOTION PASSED 7 / 0**
- ☐ **MOTION FAILED**

4. **CALL TO THE PUBLIC:** ☒ **None.** ☐

5. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED MAY 27, 2025**

- ☒ **MOTION TO APPROVE THE MINUTES, AS PRESENTED AND WAIVE THE READING THEREOF.**
- ☐ **MOTION TO APPROVE THE MINUTES, AS MODIFIED:**
- MOVED BY: J. Pfeffer / SECONDED BY: S. Vandemergel**
- ☒ **MOTION PASSED 7 / 0**
- ☐ **MOTION FAILED**

6. BOARD ADMINISTRATION: ☐ None ☒ Item(s) Noted Below

- a) Per-Diem for Special Meetings / Functions: ☒ None ☐ Items Noted Below:
- b) Event Announcement(s): ☒ None ☐ Item(s) Noted Below
- c) ~~Board Review of LCCMHA Policy 381: Procurement of Goods and Services~~ Item moved to Full Board meeting on July 29, 2025

7. CONSENT AGENDA:

8. EXECUTIVE DIRECTOR'S REPORT:

- a) Delegated Contract June 2025 Report / Informational
- b) Wait List Update / Informational
- c) Agency & Community Updates / Informational

9. WAYS & MEANS COMMITTEE – MOTION RECOMMENDATIONS:

a) FINANCE REPORT & FY25 PROJECTIONS / INFORMATIONAL

b) FY25 OBRA BUDGET AMENDMENT FOR APPROVAL OF ADDITIONAL STAFF (2 Actions)

ACTION #1: REDUCTION OF HOURS OF THE OCCASIONAL PART-TIME MENTAL HEALTH THERAPIST I OR II FROM 28 HOURS PER WEEK TO 16 HOURS PER WEEK

DISCUSSION WAS HELD.

MOVED BY: A. Yurkanin / SECONDED BY: J. Pfeffer

MOTION TO approve the reduction of one occasional 28-hour part-time Mental Health Therapist I/II position (108/109) to one occasional 16-hour part-time Mental Health Therapist I/II position (108/109) in the OBRA program. Effective 07/01/25.

- ☒ **MOTION PASSED 7 / 0**
- ☐ **MOTION FAILED**

ACTION # 2: CREATION OF ONE REGULAR FULL-TIME MENTAL HEALTH THERAPIST I OR II IN THE OBRA PROGRAM

DISCUSSION WAS HELD.

MOVED BY: M. Pizzimenti / SECONDED BY: M. Serio

MOTION TO approve one new full-time Mental Health Therapist I/II position (108/109) in the OBRA Program. Effective 07/01/25.

- ☒ **MOTION PASSED 7 / 0**
- ☐ **MOTION FAILED**

c) HUMAN RESOURCES AND PAYROLL VENDOR

Discussion was held.

MOVED BY: J. Pfeffer / SECONDED BY: A. Yurkanin

MOTION TO approve to enter into an agreement between LCCMHA and PeopleGuru as our Human Resource Information System and Payroll vendor, as presented. Effective 06/25/2025.

- ☒ **MOTION PASSED 7 / 0**
- ☐ **MOTION FAILED**

d) 2026 CMHAM ANNUAL DUES

Discussion was held.

Moved BY: M. Serio / SECONDED BY: J. Pfeffer

MOTION TO approve FY26 CMHAM annual dues in the amount of \$15,960, as presented.

☒ **MOTION PASSED 7 / 0**

☐ **MOTION FAILED**

10. CMHPSM (REGION 6): ☐ **None** ☒ **Item(s) Noted Below**

a) Event Announcement(s): ☐ **None** ☒ **Items Noted Below**

- Next Regional Board Meeting Date: 08/13/2025

b) Draft Minutes from 06/11/2025

11. CMHAM: ☐ **None** ☒ **Item(s) Noted Below**

a) Event Announcement(s): ☐ **None** ☒ **Items Noted Below:**

- CMHA Summer Conference: Grand Traverse Resort, Traverse City, June 10-11, 2025

b) 2025 Impact Report

12. BOARD CORRESPONDENCE: ☒ **None** ☐ **Item(s) Noted Below**

13. NEW BUSINESS: ☒ **None** ☐ **Item(s) Noted Below**

14. OLD BUSINESS: ☒ **None** ☐ **Item(s) Noted Below**

a) Parking Lot Items:

15. CALL TO THE PUBLIC: ☒ **No Response** ☐

16. ADJOURNMENT: THE MEETING ADJOURNED AT 7:13 PM

RESPECTFULLY SUBMITTED:

APPROVED BY:

Angela Bowers
RECORDING SECRETARY

Joanne Pfeffer
BOARD SECRETARY

Date