



**BOARD OF DIRECTORS REGULAR MEETING MINUTES  
December 17, 2025**

**Present:** Rebecca Pasko, Chairperson; John Burkardt, Vice Chairperson; Susan Fortney, Secretary; Mike Humphries; Ken Papenhagen; Reda Biniecki; Dawn Asper; Naomi Stoner; John Cullen; LaMar Frederick; Becca Curley; and Joan Canning

**Excused:**

**Absent:**

**Staff:** Lisa Graham

**Guests:** 8 guests were present.

**I. CALL TO ORDER**

The Board Chair, Rebecca Pasko, called the meeting to order at 6:00 p.m.

**II. ROLL CALL**

Roll Call confirmed a quorum existed.

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Rebecca Pasko.

**IV. CONSIDERATION TO ADOPT THE DRAFT AGENDA AS PRESENTED**

The items in the Board Packet were as presented on the agenda. Rebecca Pasko asked if there were any changes to the agenda. Hearing no changes, the agenda was approved by unanimous consent.

**V. CONSIDERATION TO APPROVE THE MINUTES FROM THE NOVEMBER 19, 2025 BOARD MEETING AND WAIVE THE READING THEREOF**

The November 19, 2025 Board Meeting minutes were as presented in the Board Packet. Rebecca Pasko asked if there were any changes to minutes. Hearing no changes, the November 19, 2025 Board Meeting minutes were approved by unanimous consent.

**VI. PUBLIC COMMENTS**

There were no public comments.

**VII. ITEMS FROM THE CHIEF EXECUTIVE OFFICER**

Lisa Graham presented the CEO Report highlighting: Staff Appreciation; Connected Communities; PIHP Procurement; Blue Christmas; and Mental Health First Aid Training.

Lisa Graham is in the process of engaging with Sue Radwan. Ms. Radwan has provided Board Training during the Orientation Board Workshop in November and is looking to do another training in January on Board Governance. This will be a great training for us as a Board, to learn more about Policy Governance. Lisa would like Ms. Radwan to assist the Bylaws & Policy Committee to review our Governance Policy Manual. The initial agreement will be for 3 months with an option to extend it for 3 months. Hourly rate is \$285 and is looking to engage for approximately 20 hours. This is within Lisa's expense.

The Medicare application has been approved. The next step was to remove the word "county" from our business name from all areas. Corporate Council submitted a letter to the IRS and once we have a response, Dykema will go through the rest of our documents to make sure our business name is consistent across the board.

**VIII. RELATIONSHIP WITH THE REGION, COUNTY, AND OTHERS**

- a. Regional PIHP Board Meeting Minutes – Did not meet in December.
- b. CMHAM Policy and Legislation Committee Report – Rebecca Pasko shared that the PIHP Procurement was the big topic. Other than that, there wasn't too much that was highlighted that would impact us at this point.

**IX. BOARD COMMITTEES**

a. Chair Reports

- i. Bylaws & Policy – Becca Curley commented that the committees' activities are what it states in the minutes. We continue to focus on reviewing and amending the Bylaws. The committee is focusing on attendance so that we can all be on the same page and know the expectations.
- ii. Executive – Rebecca Pasko commented that the committee reviewed the Board Calendar and discussed meeting evaluations. The committee will want the Board to complete the Board Meeting Evaluations and also the Board Self-Evaluation in January. Rebecca commented on the feedback received from the Board Meeting Evaluations. The committee also discussed the holiday dinner and hoping next year more board members can attend.

**X. PRESENTATIONS**

- a. Clinical Report – The Clinical Report was provided in the Board Packet for review. Crystal Palmer presented the Clinical Executive Summary highlighting priorities under the Strategic Plan.
  - i. MCMHA continues to recruit and hire staff for current vacancies, which is 8. Some of these positions are being filled internally.
  - ii. There were 18 universal referrals made in November. 72% received some type of follow-up, authorized services, etc. 0% declined any further intervention, and 28% MCMHA didn't have enough information for follow-up or received no response.
  - iii. Certified Peer Support Specialists (CPSS) continue to provide support at the ALCC. The CPSS did engage in three (3) programs/activities and zero (0) 1:1 meeting during the month of November.
  - iv. Crisis Mobile was deployed 69 times in November, which averaged 0.69 hours of face-to-face interaction time.
  - v. The average response time for Crisis Mobile was approximately 21.55 minutes, which is likely due to 63% of the calls from the 48161 and 48162 zip codes.
  - vi. There were multiple referral sources for Crisis Mobile; 75% were from the Monroe County Sheriff's Department and Monroe City Police; 19% were from Access Dept/CMH, and 3% were self-referral and 3% were from a school.
  - vii. Enrollment for the CCBHC has increased by 9 members over the last month. This is a 0.47% increase in enrollment.
  - viii. The Behavioral Health Urgent Care (BHUC) served 48 guests in the month of November.
  - ix. MCMHA currently has 58 enrollees in the Behavioral Health Home program.
    - x. MCMHA received approval on December 11th to provide and bill for Assertive Community Treatment Integrated Dual Disorder.
    - xi. The data for incoming calls being answered is 97% for FY26, which meets MCMHA's goal of 95%.

- b. Operations Report – The Operations Report was provided in the Board Packet for review. Bridgitte Gates presented the Operations Report highlighting priorities under the Strategic Plan.
  - i. Revel Marketing – LET is hoping to have the bus wrap on the bus in 2 weeks. The video for our webpage is completed. There are 2 social media videos and a 30 second commercial. Corporate counsel is updating our consent form. Clubhouse consumers will sign off on the consent that participated in the video and commercial. Once this is done, the commercial will be sent to Phoenix Theatres, and the video will be placed on our webpage.
  - ii. Grievances – 4<sup>th</sup> quarter grievances were presented.
  - iii. Pulse for Good - Kiosk data was presented. A total of 43 responses were received in November. The lobby received 4.14 stars, BHUC received 4.73 stars, and prescriber hallway received 4.86 stars. Comments included:
    - 1. Building is hard to find – most likely due to no sign out front.
    - 2. Two people stated that staff made the appointments without notifying the consumer.
    - 3. Three people stated it's a far drive from their home.

**XI. UNFINISHED BUSINESS**

- a. No unfinished business for December.

**XIII. NEW BUSINESS**

- a. Service Contracts - Alicia Riggs presented the Service Contracts.

- i. **Consideration to approve the Service Contracts as Presented**

- John Burkardt moved; Reda Biniecki supported. No debate followed. Rebecca Pasko asked if there were any objections to approve the Service Contracts. Hearing no objection, the Service Contracts, as presented, were approved by unanimous consent.

- b. Administrative Contracts - Alicia Riggs presented the Administrative Contracts.

- i. **Consideration to Approve the Administrative Contracts as Presented**

- Ken Papenhagen moved; Becca Curley supported. No debate followed. Rebecca Pasko asked if there were any objections to approve the Administrative Contracts. Hearing no objection, the Administrative Contracts, as presented, were approved by unanimous consent.

- c. 2026 MCMHA Board of Directors Calendar

- i. **Consideration to Approve the 2026 MCMHA Board of Directors Calendar as Presented**

- Susan Fortney moved; Joan Canning supported. No debate followed. Rebecca Pasko asked if there were any objections to approve the 2026 MCMHA Board of Directors Calendar. Hearing no objections, the 2026 MCMHA Board of Directors Calendar, as presented, was approved by unanimous consent.

- d. CMHAM State Conferences and National Conference NATCON26

- i. **Consideration to Approve up to Three Board Members to Attend the CMHAM State Conferences and National Conference NATCON26**

- John Burkardt moved; John Cullen supported. No debate followed. Rebecca Pasko asked if there were any objections to approve up to three board members to attend the CMHAM State Conferences and National Conference NATCON26. Hearing no objections, up to three board members to attend the CMHAM State Conferences and National Conference NATCON 26 was approved by unanimous consent.

**e. Regional Policy**

**i. Consideration to Adopt the Regional Policies as Presented**

1. Policy: POC7069 Assessment and Reassessment Policy

Lisa Graham addressed questions from John Cullen and felt in response that the full board would benefit.

- Why is there a need to have a new policy for Assessment and Reassessment?

All policies are reviewed on a 3 year rotating basis or if there is a change from a state regulation or audit. Assuming there are no regulatory changes, we review on a 3-year rotation.

- Who redlines the policies and does anyone from Monroe have input on the policies?

When the Board receives the regional policies, what has already occurred is: there are a number PIHP Committees that have representation from all four affiliations. When a policy comes up for review, the PIHP solicits feedback from all 4 CMHs. That feedback goes back to the regional committee; they then write or amend the policy. Once through the regional process, it goes to the Regional Operating Committee (ROC) and the affiliation directors review the policies. Once it has gone through all of those stages, it then goes to the individual boards for adoption. The board does not approve, they adopt.

- Are all counties in the state being asked to approve the policy?

No, only the affiliations within our region.

Lisa Graham added that regional policies go through a rigorous amount of vetting before coming to the board for adoption.

LaMar Frederick shared his concern for long range viability of policy due to the PIHP procurement and what that may look like in the future. Lisa Graham commented that if the region ceases to exist then none of the regional policies exist and the new regional entity will need to create policy.

Ken Papenhagen moved; John Cullen supported. No debate followed. Rebecca Pasko asked if there were any objections to adopt the regional policy. Hearing no objections, the regional policy was adopted by unanimous consent.

**XIV. PUBLIC COMMENTS**

There were no public comments.

**XV. BOARD MEMBER ANNOUNCEMENTS**

Mike Humphries wished everyone a Merry Christmas and hopes that everyone has a great holiday and new year. Mike commented that it has been three months without a financial report and three months since asking for accounting of the non-covered services and 3<sup>rd</sup> party billing.

Ken Papenhagen commented that his heart goes out to those that were celebrating Hanaka and for the lives that were taken. The holidays are hard to go through. Ken wished everyone a Merry Christmas and a Happy New Year.

Dawn Asper encouraged everyone through any difficulties to be fearless and courageous. We have a savior beside us. If you know of people who are having difficulty, invite them into your home. To do action so they can become resilient.

Reda Biniiecki shared a story regarding holidays and attending classes at MCMHA. There is help and there is hope.

Susan Fortney commended Lisa Graham for her service videos. The one on new directions went rather long and thank you for the Community Relations Committee. Merry Christmas.

John Burkardt commented on the letter sent to the full Board regarding transportation. John has talked with Lisa Graham and Rebecca Pasko prior to the Board meeting to form solutions. John commented that when you are disabled and do not have transportation, it is hard to be an orchestrater. It is the only thing that holds John back. John will discuss it further at the Executive Committee in January.

Naomi Stoner wished everyone a happy holiday.

Joh Cullen wished everyone a Merry Christmas.

LaMar Frederick commented on the military members serving around the world that will miss their holidays and asked everyone to take a minute and think about them. LaMar is on the honor guard for the VFW and has attended over 80 funerals for service men. The honor guard folds the flag and presents the flag. We love to do it because it helps the family to heal. LaMar also listened to the 2.5 days of hearings for the PIHP Procurement. LaMar wished everyone a great holiday.

Becca Curley thanked all for their commitment and service provided. Reinforced other Board announcements and asked to engage or recognize those that don't fall under the hallmark holiday. Thank you and merry Christmas.

Joan Canning commented on wrapping up 2025 and happy to be a part of the board and looking forward to next year. Joan attended the MHFA Training, it was a wonderful course and she highly recommends it if anyone can attend.

LaMar Frederick thanked staff in the galley for what they do and the Board gave a round of applause.

Rebecca Pasko encouraged all board members to complete the meeting evaluation and to turn in stipends to Susan Fortney. Looking forward to next year. Our next meeting is January 28<sup>th</sup> at 6pm.

**XVI. ADJOURNMENT**

Rebecca Pasko adjourned the meeting at 7:05pm.

Submitted by,

  
Susan Fortney, Secretary

LG/dp  
12/18/25