

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

April 16, 2019

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in the Boardroom at the H.E. Madden Center, located in Ludington, at 5:30 p.m. on Tuesday, April 16, 2019. Chairperson Jim Prince presided.
2. Roll Call: The following members were present: Mary Alway, Pat Bettin, Ron Bacon, Dr. Jennifer Branning, Zachary Leslie, Dawn Martin, Jim Prince, Andy Sebolt, Kay Seng, Barb Stenger, and Larry VanSickle. Absent: Todd Dancz (excused). A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Faith Nekola, Bethany Sherfinski, Dr. Kempke, and Kimberly Goodrich.
3. Introductions: Dr. Williams introduced our two newest board members, Mary Alway and Zachary Leslie. Ms. Alway is from Mason County and Mr. Leslie is from Oceana County. Dr. Williams also re-introduced Dr. Kempke, WMCMH Medical Director. She's on site working this week; she is usually through tele-med out of Florida. Board Members introduced themselves to our new board members as well.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mr. Bacon made the motion, seconded by Mr. Sebolt, that the West Michigan Community Mental Health Board of Directors approve the agenda as presented. The motion carried.
6. Conflict of Interest Question: Mr. Prince asked if any board member wished to declare a conflict of interest regarding any matter to be considered by the West Michigan Community Mental Health governing body. No such declarations were made.
7. Annual Organizational Meeting – Report of the Governance Committee: Mrs. Bettin reported that the Governance Committee met and reviewed the board evaluation survey results. Mrs. Bettin reported that the Governance Committee felt the responses were as expected, very positive and very similar to what we've experienced in the past years. It showed that we are very pleased with the way the organization has been running and pleased with Dr. Williams and her executive staff. A couple comments included having an updated abbreviation list, which Ms. Goodrich distributed prior to the meeting. The Governance Committee also talked about the opportunity for board members to participate in a meeting via phone or through video if you couldn't make it to a meeting in person. You can contact Ms. Goodrich to make those arrangements. It was also noted in the evaluation how nice it is to receive Ms. Nekola's reports every month and how helpful those are. The Governance Committee talked about the committees and although they aren't all very active, please let Ms. Goodrich know if you have an interest in being on a certain one. The Committee discussed some succession planning with board members and having board members be part of different committees for experience. Also discussed was having some additional trainings if needed, i.e., Ms. Sherfinski providing a budget training prior to a board meeting. There were no formal recommendations from the survey.

Mrs. Betten reported that the Governance Committee sought officer nominations for the 2019/2020 year. The following officers were nominated:

Board Chairperson – Jim Prince
Vice-Chairperson – Larry VanSickle
Secretary – Pat Bettin

Mr. Bacon made the motion, seconded by Mrs. Seng, to elect the slate of officers as recommended by the Governance Committee for the 2019/2020 year. The motion carried.

Mrs. Bettin reported that the WMCMH Board meeting schedule was reviewed for 2019/2020, with the meetings remaining on the third Tuesday of the month at 5:30 pm. Mr. Bacon made the motion, seconded by Dr. Branning, to approve the 2019/2020 WMCMH board meeting schedule as presented. The motion carried.

Mrs. Bettin reported that the Governance Committee reviewed the WMMCH Board Bylaws and the only change needed is due to the fact that the Michigan Association of CMH Boards changed its name and we have to make the change to reflect that. This is the first reading of the bylaws, they will be brought forward again next month for vote.

The annual Conflict of Interest and Consumer Representation forms were distributed to WMCMH board members and Mr. Prince asked that they be filled out and returned to Ms. Goodrich. Results will remain confidential other than in aggregate form. Dr. Williams noted that we have a Mental Health Code requirement for a particular representation on our board so it is very important that everyone complete the forms regarding representation as accurately as possible so we have a record of the board's representation.

8. Consent Agenda: Mr. VanSickle made the motion, seconded by Mrs. Seng, to approve the item on the consent agenda:
 - a) Minutes from the 3/19/19 WMCMH Board of Directors Meeting. The motion carried.
9. Executive Committee Meeting Report: Mr. Prince stated that the report is attached for review and items will be covered under other agenda items.
10. Finance Committee Recommendation: Mr. VanSickle reviewed a recommendation to approve one specialized residential contract over \$20,000. Mr. VanSickle made the motion, seconded by Mrs. Bettin, to approve the contract over \$20,000 as presented. The motion carried.
11. Behavioral Health Services Report: Mrs. Nekola provided information on the Behavior Treatment Committee. On May 3rd, we've invited MI FAST, a State level quality review committee, to come in and review our Behavior Treatment Committee. Mrs. Nekola gave a few examples of why we would have a behavior treatment plan in place. She also reviewed a report that shows the effort the agency has made in trying to reduce physical management; the primary focus of this effort is in training of home staff that putting hands on people really just makes creates more conflict and building skills around a gentle, non-threatening approach.

12. Administrative/Operations Report: Ms. Sherfinski reviewed the financial services report through the period ending February 28, 2019, five months of the fiscal year. We are still ramping up our grant revenue as it pertains to CCBHC. We will likely have some of those dollars carried over into the next year. There is nothing significant to report as far as changes from last month.
13. Service Enhancement Report: Ms. Condit reported that the LRE was here for its site audit on April 1st. The visit went very well and was the first visit with staff from Beacon. The preliminary findings didn't identify any major issues. The LRE will be back in another week to do an Autism and Hab Waiver audit. We'll receive the final report at the conclusion of those visits. HSAG and the Department will also be doing audits in August.

May is Mental Health Month brings the annual Walk a Mile Rally on May 9th in Lansing. We also have a committee that is coordinating a local walk a mile in Mason County on May 22nd. Board members are invited to attend. Kevin Fischer, Executive Director from NAMI of Michigan is going to be a presenter, as well as consumers who will be sharing their recovery stories.

We are co-sponsoring a medication take back event with Spectrum Health and it will be held on April 27th. Ms. Condit attached a flyer for that event. Next week we are partnering with COVE for a sexual assault awareness walk next Wednesday the 24th. It will start in the CMH parking lot.

Ms. Condit reported that Lake County is working on the Baldwin building repairs that occurred last fall due to the tornado.

14. Lakeshore Regional Entity Update: Dr. Williams provided an update on the region. There is still a \$16 million deficit for the region as a whole. The LRE continues to go back and forth with the State on what the State covers vs. what the region covers. The Board Association is lobbying with the Department on the overall adequacy of funding in the system. All except for three of the PIHPs went into their reserves this last fiscal year. With the new leadership of the Department, we are actually getting some traction and they are starting to listen. The LRE voted to remove language from the risk plan from last year and this year regarding using PA2 dollars to cover Medicaid gaps. The CMH CEOs had a strategic planning meeting with Beacon to talk about work Beacon will continue to do.

Mr. Sebolt left the meeting at 6:29 pm

15. 298 Pilot Update: Dr. Williams reported that we started the individual meetings with the Medicaid Health Plans two weeks ago. Those have been very productive. There is a fair amount of consistency on the functions they are willing to purchase. The State is still dragging its feet on the unenrolled population. She just heard this afternoon that the Department is considering keeping the unenrolled with the existing PIHPs. This is concerning to us for a variety of reasons. The Pilot CMH CEOs attended a meeting with two senators last week; they were pretty critical of the health plans. We meet again Wednesday next week to update the Senators.
16. Director's Report: Dr. Williams provided an update on the organizational priorities. We received our first check for our meaningful use compliance and we are rolling into the

next phase. Testing of the new clinical assessment began on April 2nd and we are now working on how the changes made to the assessment will work in the field for real-time documentation. We are emphasizing documenting while meeting with the consumer so that the consumer is involved in all aspects of their care. We received the final notification from SAMHSA that our CCMBHC certification was approved. We have formed a workgroup to see if and how we should expand our primary care services past just screening and assessment. We are also making some changes to our NOMs collection process.

Dr. Williams distributed resolutions in tribute to outgoing board members Ron Sander and Jane Hedberg. Both participated in their final board meeting last month after many years of service to the board. Mr. VanSickle made the motion, seconded by Mr. Bacon, to approve the proposed resolutions for Mr. Sanders and Ms. Hedberg. The motion carried.

17. Upcoming Committee Meetings:

- LRE Board Meeting – Thursday, April 18th at 1:00 at Allegan CMH
- Executive Committee – Tuesday, May 14th at noon in Ludington

18. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting: Mr. VanSickle thanked the Governance Committee for the nomination of Vice-Chair and for the board electing him.

19. Delegations, Communications and Expressions from the Community: There were none.

20. Executive Session: There was none.

21. Adjournment: Mr. Bacon made the motion, seconded by Mrs. Seng, that the West Michigan Community Mental Health Board of Directors adjourn its meeting. The meeting adjourned at 6:43 p.m.

Kimberly Goodrich
Recording Secretary

James Prince
Chairperson