

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

May 18, 2021

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting via Zoom, at 5:30 p.m. on Tuesday, May 18, 2021. Chairperson Jim Prince presided. The meeting was held via Zoom due to Mason County declaring a State of Emergency in effect until June 13, 2021. Public were provided information to attend via Zoom.
2. Roll Call: The following members were present: Mary Alway, Linda Baierl, Pat Bettin, Ron Bacon, Jim Prince, Andy Sebolt, Kay Seng, Lucinda Shafer, and Larry VanSickle. Absent: Dr. Jennifer Branning (excused), Todd Dancz, and Dawn Martin. A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Bethany Sherfinski, Ellen Plummer, and Kimberly Goodrich.
3. Introductions: There were none.
4. Delegations, Communications and Expressions from the Community: Annette Quillan expressed her thoughts on keeping the interests of the people with mental illness in the forefront of everyone's actions.
5. Approval of Agenda: Mr. Bacon made the motion, seconded by Mrs. Shafer, that the West Michigan Community Mental Health Board of Directors approve the agenda as presented. The motion carried via roll.
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. Consent Agenda: Mrs. Bettin made the motion, seconded by Mr. Bacon, to approve the item on the consent agenda:
 - 7.1 Minutes from the 4/20/21 WMCMH Board of Directors Meeting. The motion carried via roll call vote.
8. Executive Committee Meeting Report: Mr. Prince stated that the report is attached for review and items will be covered under other agenda items. There were no action items from the committee.
9. CCBCHC Advisory Committee Report: Mrs. Seng reported that the status of the goals and objectives were reviewed, and that NOMS data plays a bit part of the infrastructure of SAMHSA. Staff have been trained in Motivational Interviewing, which teaches approaches on how to meet with consumers and get a better response and participation. We have also trained a group of peers in WHAM—whole health action management. We have met the majority of our CCBHC goals but still have to work on increasing the number of individuals served with MAT (Medication Assisted Treatment). The implementation in Lake County was slowed down due to COVID. Dr. Williams also

provided the committee with a CCHBC demonstration update. There are 14 sites that will be offered the demonstration and we hope to be one.

10. Finance Committee Recommendation: Mr. VanSickle reported that the Finance Committee reviewed a list of contracts over \$20,000. Ms. Sherfinski stated that the three contracts are pretty standard; two are for services in a residential setting and one is for the leadership consultant that we've been using to help our leaders grow their skills in their new roles. Mr. VanSickle made the motion, seconded by Mrs. Seng, to approve the contracts over \$20,000 as presented. The motion carried via roll call vote.

11. Clinical Services Report: Ms. Plummer talked about the success we had with NMHSI on a COVID vaccine clinic. It was a good opportunity for collaboration, and we were able to provide the vaccine to 20 consumers and staff. It was a great collaborative effort.

Ms. Plummer reported for Mr. Snyder that the budget was approved with the DOJ grant and we are working on getting that up and rolling. We will be able to provide jail diversion services, enhance our work with jails, law enforcement and our courts. This is predominantly a staffing grant so we will be hiring a master's level clinician and a peer to work in the jails to serve those with a mental illness. They will be working on good release planning to bridge the gap between jail and back into the community.

12. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial services report through the period ending March 31, 2021, six months of the fiscal year. She pointed out that there is a negative number in the bottom line, but there is no concern because throughout the year we see some ebbs and flows. We continue to see an increase in inpatient services, which is an area that is hard to predict year to year, but one we keep a very close eye on.

Ms. Sherfinski provided a brief review of the WCMCMH Investment Report for the quarter ending March 31, 2021. We continue to earn very minimal interest.

13. Chief Operations Officer's Report: Ms. Condit highlighted the public relations work we are doing around our MAT services—specifically work to promote and educate the community on these services. We have ads running on the gas pumps, new billboards, YouTube advertisements, and advertisement on restaurant placemats across the 3 counties.

Ms. Condit reviewed a new policy around staff incidents for the board's consideration, as well as minor changes to our solicitation policy. Mr. VanSickle made the motion, seconded by Mr. Bacon, to approve both the new policy and the policy revision. The motion carried via roll call vote.

14. Lakeshore Regional Entity Update: Dr. Williams reported that there is no update from MDHHS on the status of our settlement. The LRE has hired a new CFO that started on Monday.

15. Director's Report: Dr. Williams reported that we met with the organizational team on May 7th and announced that we will be returning to the office starting on June 14th at all sites. In order to maintain social distancing, we are spacing people out and staggering schedules, with staff being approximately 50% in office and 50% out. Our facilities team has done an amazing job managing clinical demand across the sites and maximizing the

space that we have. This is very much in line with what other CMHs are doing around the state.

Dr. Williams stated that we continue to plan, check, do, and improve our reporting to the board as far as strategic planning. The abbreviated report was reviewed, including the quarterly goals, what we accomplished in the second quarter, where we still have work to do, and what the goals are for third quarter.

Dr. Williams reported that the Board Association is hosting its summer conference virtually in June. Please let Kimberly know if you are interested in attending.

Dr. Williams stated that Oceana County does not have an emergency order in place, which means that a virtual meeting is not an option, so we will be meeting face to face for our board meeting in June. The protocol for face-to-face meetings was included in your packet again this month for your reference. We will make it an option to participate virtually if you are not comfortable with an in-person meeting. Kim will reach out the week before the meeting to get a count on who will be attend in person. We may have to find an alternative meeting space to allow for social distancing. Mr. Prince asked how the new ruling on masks will affect our board meeting. Dr. Williams stated that because the population we serve is vulnerable and because we are a healthcare organization, MIOSHA and CDC guidelines suggest that we will continue to wear masks in the company of others.

16. Upcoming Committee Meetings:

- LRE Board Meeting – May 20th at 1:00 via Teams
- Executive Committee – Tuesday, June 8th at noon either in person or via Zoom

17. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting: Mrs. Seng stated that we seem to be moving along very well.

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

19. Executive Session: There was none.

20. Adjournment: Mrs. Shafer made the motion, seconded by Mrs. Seng, that the West Michigan Community Mental Health Board of Directors adjourn its meeting. The meeting adjourned at 6:08 p.m.

Kimberly Goodrich
Recording Secretary

James Prince
Chairperson