

## WEST MICHIGAN COMMUNITY MENTAL HEALTH

### BOARD OF DIRECTORS MEETING MINUTES

April 19, 2022

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in person in the conference room of the Lakeshore Resource Network, located in Ludington, at 5:30 p.m. on Tuesday, April 19, 2022. Chairperson Jim Prince presided.
2. Roll Call: The following members were present: Mary Alway, Linda Baierl, Ron Bacon, Dr. Jennifer Branning, Todd Dancz (via Zoom), Dawn Martin, Jim Prince, Kay Seng, Lucinda Shafer, and Larry VanSickle. Absent: Pat Bettin and Andy Sebolt (both excused). A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Bethany Sherfinski, Ellen Plummer, Josh Snyder, Jane Shelton, Lesa Lloyd, Marie Coleman, and Kimberly Goodrich. Ms. lone Myers, LRE CIO, was also present
3. Introductions: Ms. Condit introduced Bill Hirschman from Roslund Prestage, who was present to provide an overview of WM's financial audit.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Dr. Branning made the motion, seconded by Mr. Bacon, 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. Financial Audit Report for Fiscal Year Ending 9/30/21: Mr. Hirschman highlighted the financial audit for the period ending 9/30/2021. In their opinion, the financial statements present fairly in all material aspects, a clean audit. He reviewed the financial statements and noted we had a healthy fund balance. No deficiencies were identified in internal controls that the auditors consider to be material weaknesses. No issues with compliance as well.
8. Annual Organizational Meeting – Report of the Governance Committee: Mr. Bacon reported that the Governance Committee met on April 6<sup>th</sup> and reviewed the board evaluation survey summary. He reported that the summary was very favorable and similar to past years. There was nothing significant to pull out of the survey and no action items are being recommended.

Mr. Bacon reported that the Governance Committee discussed officer nominations for the 2022/2023 year. The following officers were nominated:

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

With no additional nominations or discussion, Mr. Bacon made the motion, seconded by Mrs. Seng, to elect the slate of officers as recommended by the Governance Committee for the 2022/2023 year. The motion carried.

Mr. Bacon reported that the WMCMH Board meeting schedule was reviewed for 2022/2023, with the meetings remaining on the third Tuesday of the month at 5:30 pm. We will continue to rotate to our other counties. Mr. VanSickle the motion, seconded by Mrs. Shafer, to approve the 2022/2023 WMCMH board meeting schedule as presented. The motion carried.

Mr. Bacon stated that there were some proposed updates to the WMCMH Board Bylaws, shown by track changes in the document. The majority of the updates are language changes with team names. The substantial change was bringing our bylaws in compliance with the Open Meetings Act. It clarifies that board members must be present to be eligible to vote unless they are absent due to military duties or have an ADA accommodation that allows them to participate via video. During COVID we had the ability to participate virtually and that has gone away with the end of the state of emergency. The Bylaws will come back next month for a vote.

Mr. Bacon reviewed the committee membership list. Everyone is encouraged to let Ms. Goodrich know if they have any interest in being on a specific committee. Mr. Prince will make any necessary appointments to the board committees.

Dr. Williams reminded board members to fill out and return the annual forms that Ms. Goodrich distributed.

9. Consent Agenda: Mr. Bacon made the motion, seconded by Mr. VanSickle, to approve the item on the consent agenda:

9.1 Minutes from the 3/15/22 WMCMH Board of Directors Meeting. The motion carried.

10. Executive Committee Meeting Report: Mr. Prince reported that the Executive Committee's report is available for review. There were no action items nor questions from the board.
11. Finance Committee Recommendation: Mr. VanSickle reported that the Committee did not meet but were forwarded a list of two contracts to review and bring to the full board for its approval. Ms. Sherfinski stated that the first contract is related to some integrated health efforts we have going on. This is for a consultant who will bring some expertise toward that goal. The second contract is for an inpatient hospitalization. The contract was under \$20,000 originally and the stay ended up being longer and the cost going over the \$20,000 threshold. Mr. VanSickle made the motion, seconded by Mr. Bacon, to approve the list of contracts greater than \$20,000 as presented. The motion carried.

Mr. VanSickle also reported that the Finance Committee reviewed the Retirement System Annual Report for 2021. Ms. Sherfinski added that it's a report we are required to file with the Dept of Treasury and share with the board.

12. Health Integration and Clinical Services Report: Ms. Plummer highlighted that we have our children's ISCC data for FY21 and she was pleased that we were able to divert 43% of the children and families that we served out of the 42 calls.

Mr. Snyder reported that we have purchased vending machines for each of our three main offices in Hart, Ludington, and Baldwin and community members can get free naloxone once they are received and installed. There will be some promotion around that along with a campaign on meth use.

Marie Coleman, Director of Adult Services, provided an overview of ACT Services. Her first position was on the ACT (Assertive Committee Treatment) Team. ACT is the highest level of care we provide for adults with mental illness. She provided a brief history on ACT. The ACT Team meets daily to staff on each consumer. It's a multidisciplinary team, which includes a nurse, a peer, a master's level clinical, a substance Use Specialist and employment/housing specialties. Services are provided in the community to meet people where they are at. Services are available 24/7. The goals of ACT is to keep consumers living in their home and out of the hospital, to have education and a job, and to have meaningful relationships.

13. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial services report through the period ending February 28, 2022. No significant changes from last month. We are once again in the positive as far as our net income year to date.
14. Chief Operations Officer's Report: Ms. Condit highlighted that we have again partnered with some organizations in the county for a Medication Take Back Event on April 30<sup>th</sup> at the Mason County Fairgrounds. It's a great, safe place to get rid of unwanted medications or sharps. This is a drive through event, which makes it go very quickly.

Ms. Condit also reviewed the MMBPIS (Michigan Mission Based Performance Indicator System) Report for the 1<sup>st</sup> quarter of FY 2021/2022. We did have some outliers this quarter and we've done some re-training and are monitoring those areas closely.

15. CEO's Report: Dr. Williams reported that we have done some revisions to some of our COVID protocols. When we are in non-healthcare settings we are no longer required to be masked. We will continue to monitor Covid numbers in our three counties.

Dr. Williams reported that the LRE board had a special meeting two weeks ago to review the proposed bylaws and operating agreement revisions. The afternoon was spent hashing through the documents. The LRE board meets on Thursday, and it is anticipated that action will be taken at that meeting. If approved, Dr. Williams will bring them to next month's WMCMH Board meeting for review.

From a CMHAM perspective, there are not many updates on the system redesign front. We are expecting that there won't be any votes on the system redesign language until early summer or into lame duck. We are just waiting to see what happens. Advocacy continues on both sides.

Several members of our team went to the National Council Conference in Washington DC last week and we received updates on federal legislation and where that is headed next. We worked with CMHAM and HealthWest to hold a reception for Michigan CCBHCs. Alex Graff, Senator Stabenow's staff person, attended. There are now more than 400 CCHBC sites across the country. CMHAM have been a great advocate and continues to work with us and Sen. Stabenow's office on how to advance that model further.

16. Upcoming Committee Meetings:

- LRE Board Meeting – Thursday, April 21<sup>st</sup> at 1:00 in Muskegon
- Executive Committee – Monday, May 9<sup>th</sup> at noon in Ludington
- CCBHC Advisory Committee – to be scheduled in May

17. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting:

Mrs. Martin shared an experience that was disheartening in Lake County. Mr. Prince noted that Senior Management will get back with her regarding it.

Mrs. Seng stated that she participated in the Implicit Bias training and it was very beneficial to be a part of. Ms. Condit noted that there is an additional training on April 25<sup>th</sup> if any other board members are interested in attending. Please contact Kim.

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

19. Executive Session: There was none.

20. Adjournment: With no additional business, Mr. Bacon made the motion, seconded by Mrs. Seng, to adjourn the West Michigan Community Mental Health Board of Directors adjourned its meeting at 6:26 p.m.

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Kimberly Goodrich  
Recording Secretary

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James R. Prince  
Chairperson