

## WEST MICHIGAN COMMUNITY MENTAL HEALTH

### BOARD OF DIRECTORS MEETING MINUTES

July 19, 2022

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in person in the Commissioner Room of the Lake County Courthouse, located in Baldwin, at 5:35 p.m. on Tuesday, July 19, 2022. Chairperson James Prince presided.
2. Roll Call: The following members were present: Mary Alway, Linda Baierl, Ron Bacon, Dr. Jennifer Branning, Todd Dancz, Dawn Martin, Jim Prince, Kay Seng, and Larry VanSickle. Absent: Pat Bettin, (excused), Andy Sebolt, and Lucinda Shafer. A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Bethany Sherfinski, Ellen Plummer, Josh Snyder, and Kimberly Goodrich.
3. Introductions: There were none.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mr. Bacon made the motion, seconded by Mrs. Baierl, 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: Mr. Bacon made the motion, seconded by Mr. Dancz, to approve the item on the consent agenda:
  - 7.1 Minutes from the 6/21/22 WCMCMH Board of Directors Meeting. The motion carried.
8. Executive Committee Meeting Report: Mr. Prince reported that the Executive Committee's report is available for review. There were no action items or questions from the board.
9. Finance Committee Recommendation: Mr. VanSickle reported that the Committee did not meet but was forwarded a list with two contracts to review and bring to the full board for its approval. Ms. Sherfinski stated that the first contract is for telepsychiatry to help cover hours after a nurse practitioner retired. It is through the end of the fiscal year as we continue to evaluate our provider needs. The other contract is for a residential placement. Mr. VanSickle made the motion, seconded by Mr. Bacon, to approve the list of contracts greater than \$20,000 as presented. The motion carried.
10. Recipient Rights Semi-Annual Report: Dr. Williams reported that this is not required to come to the board, but we had agreed to share it twice a year. We are trending where we normally are at this time of the year with 29 allegations that have been under

investigation, 20 investigations, and 6 interventions. Dignity and respect is the most common complaint that we see. The report also shows the follow up that occurs. This report goes through the end of March for submission in June to MDHHS.

Dr. Williams reported that the RRAC approved the hiring of a new Recipient Rights Coordinator at a special meeting at the end of June. Kara Rose began in that role on July 11<sup>th</sup>. She was our RR Advisor before that and held several other roles at the agency.

11. Healthcare Integration and Clinical Services Report: Ms. Plummer provided information on the transition of NMHSI. NMHSI staff and WM case holders are working to ensure our consumers are transitioned to new primary care providers appropriately. We are working on getting a screening in place so that consumers can still receive a health screening either through us or through another one of NMHSI's locations.

Mr. Snyder highlighted that Narcan vending machines are in each of our three main sites and are fully stocked. There have been about 30 kits taken from the machines and we are already ready to restock. Narcan has no harmful side effects if taken accidentally. Dr. Williams added that we are getting some videos together to play in the lobbies with additional information regarding the vending machines and Narcan.

12. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial report through the period ending May 31, 2022. Nothing significant to report. We do expect some additional grant funds, but the second CCBHC Expansion grant is now complete.

Ms. Sherfinski reviewed a proposed policy revision, clarifying and simplifying some language. Mr. VanSickle made the motion, seconded by Mr. Bacon, to approve the policy revisions as presented. The motion carried.

13. Chief Operations Officer's Report: Ms. Condit highlighted that Kara Rose is joining the team as the RR Coordinator and Julie Sherlock was recently hired as the Grants Coordinator. We also just filled the QA Specialist position, so we are getting close to being fully staffed on the Operations team. WMCMH is once again eligible for the National Health Services Corps Loan repayment program at all three of our sites and it has already generated staff interest. MDHHS has also rolled out a loan repayment program focused on mental health professionals who work with children, and we have staff who are eligible for that as well. These are both great staff retention and recruitment tools that we are thrilled to be able to provide to our team.

Ms. Condit reviewed the strategic planning report for 3<sup>rd</sup> quarter, through June 2022. The report looks at our annual metrics to monitor how we are doing organizationally to implement our strategic plan and how we are doing with the goal of expanding access to services in our three counties. Ms. Condit reviewed the metrics and shared where we are with each of them. The Employee Net Promoter Score was discussed and what things we are doing to address concerns with staff satisfaction.

Ms. Condit also reviewed the 2<sup>nd</sup> quarter MMBPIS report. We had a staff error on one of the indicators that we continue to monitor and other than that one, we are meeting or exceeding the state targets.

14. Lakeshore Regional Entity Update: Dr. Williams reported the contract with Beacon was officially done at the end of June. Staffing at the region is almost at capacity. Four of the CMH Boards signed off on the LRE bylaws, one did not. The Bylaws and Operating Agreement will go for vote at the Executive Committee in August because based on the current bylaws (2016 bylaws), it has the authority to approve them. Network 180 has an issue with the number of seats they have on the board and provider membership on the board.

The Department is meeting with the LRE and the 2 LRE CCBHC sites (WMCMH and HealthWest) to do an informal review of CCBHC demonstration implementation in the region. LRE and CCBHCs continue to work together to sort out the trick pieces of the funding and the new rules specific to CCBHC Demonstration.

15. CEO's Report: Dr. Williams reported that there has been no change in our COVID protocols. The public health emergency was extended through October 15<sup>th</sup>, so all the OSHA requirements stay in place. The State is actually planning for what happens when the Public Health Emergency ends. It is looking at telehealth, MCD eligibility and enrollment, reviewing policies, etc. COVID numbers remain low amongst our staff and consumers.

Dr. Williams reported that the Michigan House and Legislature went into summer recess without any movement on the Senate and House Bills. The CMH Association doesn't expect any movement until lame duck.

16. Upcoming Committee Meetings:

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

17. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting: There was none.

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 meeting. The meeting adjourned at 6:32 p.m.

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Kimberly Goodrich  
Recording Secretary

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James R. Prince  
Chairperson