

## WEST MICHIGAN COMMUNITY MENTAL HEALTH

### BOARD OF DIRECTORS MEETING MINUTES

December 20, 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 at the Lakeshore Resource Network, located in Ludington, at 5:30 p.m. on Tuesday, December 20, 2022. Chairperson Jim Prince presided.
2. Roll Call: The following members were present: Ron Bacon, Linda Baierl, Pat Bettin, Dr. Jennifer Branning, Todd Dancz, Jim Prince, Andy Sebolt, Kay Seng, Lucinda Shafer, and Larry VanSickle. Absent: Mary Alway and Dawn Martin. A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Ellen Plummer, Josh Snyder, Bethany Sherfinski, and Kimberly Goodrich.
3. Introductions: There were none.
4. Years of Service Recognition: Dr. Williams and Mr. Prince recognized all the WMCMH staff and board members who reached a milestone year of service in 2022. Those receiving recognition were:
  - a) Five Years of Service: Scott Barber, Renee Berens, Chasity Morris, Amanda Stalmack, and Board Members Ron Bacon, Todd Dancz, and Andy Sebolt
  - b) 10 Years of Service: Jodi Heitz, Sarah Hendershot, Devon Hernandez, Marie Jensen, Ashley Mendez, Stephen Plummer, and Zack VanderWall
  - c) 15 Years of Service: Donna Lange
  - d) 20 Years of Service: Lesa Lloyd and Betsy Reed-Henry
  - e) 25 Years of Service: Stacie Knobel
  - f) 30 Years of Service: Pam Huber
5. Delegations, Communications and Expressions from the Community: There were none.
6. Approval of Agenda: Mr. Bacon made the motion, seconded by Mrs. Bettin, that the West Michigan Community Mental Health Board of Directors approve the agenda as presented. The motion carried.
7. 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.
8. Consent Agenda: Mr. VanSickle made the motion, seconded by Mrs. Seng, to approve the item on the consent agenda:
  - 7.1 Minutes from the 11/15/2022 WMCMH Board of Directors Meeting. The motion carried.
9. Executive Committee Meeting Report: Mr. Prince reported that the Executive Committee's report is available for review. The Executive Committee is bringing a

revised policy on board per diem rates for the board's approval. Per diem rates have not been changed for many years. Ms. Shafer made the motion, seconded by Mr. Bacon, to approve the revisions to policy 3-6-1 as presented. The motion carried. The new policy will take effect the first of the year.

Mr. Prince stated that everyone has a copy of the CEO annual appraisal for 2022 for their review. The summary shows that our CEO is well accepted by the board and is exceeding expectations in nearly every aspect.

Mr. Prince reported that Dr. Williams' compensation is reviewed annually. The Executive Committee met with Ms. Kuhn, and after thorough discussion, is recommending that Dr. Williams be given a 5% structure increase and a 5% performance adjustment. Mr. VanSickle made the motion, seconded by Mrs. Shafer, that CEO Williams be given a 10% compensation increase (5% structure and 5% performance) effective January 1, 2023. The motion carried. Mr. Prince noted that the Board is grateful for Dr. Williams' service.

10. Finance Committee Recommendation: Mr. VanSickle reported that the Finance Committee did not meet but were forwarded a list of two contracts over \$50,000 for review. Ms. Sherfinski stated that one contract is for our CCBHC Evaluator position and the second is for an inpatient stay that was longer than usual. Mr. VanSickle made the motion, seconded by Mr. Sebolt, to approve the list of contracts over \$50,000 as presented. The motion carried.
11. Programs and Services Committee Recommendation: Mrs. Seng reported that the annual Quality Assurance Performance Improvement Plan (QAPIP) was forwarded to the Committee for review. There were very minor updates to the plan. Mrs. Seng suggested that the committee meet next year to discuss the plan as it's important for the Committee to discuss and understand the QAPIP. The revised plan is being recommended for approval by the board. Mrs. Seng made the motion, seconded by Ms. Shafer, to approve the QAPIP for FY23. The motion carried.
12. Recipient Rights Advisory Committee Report: Ms. Shafer reported on the recent RRAC meeting. Officers were voted on for next year, with Julie Springstead-Waltz remaining the Chair of the Committee and Ms. Shafer remaining the Vice-Chair. Dr. Williams stated that the Committee reviewed the FY22 Year End Recipient Rights Data Summary report. Complaints and investigations are comparable with previous years. Anissa Goodno, WCMCMH Network Coordinator, was introduced as the RR Advisor, and will be back up to the RR Coordinator. Mrs. Bettin made the motion, seconded by Ms. Shafer, to receive and file the FY22 Year End Recipient Rights Data Summary Report. The motion carried.
13. Healthcare Integration and Clinical Services Report: Ms. Plummer highlighted that we on January 3, 2023 we will begin providing Suboxone internally as part of our Medicated Assisted Treatment (MAT) services. This service has been provided over the past several years by Salvation Army Turning Point (SATP) but they are terminating their contract and moving services out of our three counties. Jennifer Dalton, NP, will provide that service as part of her role at WCMCMH going forward. Ms. Plummer thanked Mr. Snyder and Nicole Whitman for their work in transitioning this service to our internal providers. We are excited that this will be a seamless transition for consumers receiving MAT and believe that this shift will improve access to MAT across our three counties.

Mr. Snyder reviewed our organizational strategic goal work on care coordination. Care coordination involves recognizing that when we treat a person, we are not just treating their behavioral health needs. We need to treat the whole person who may have medical needs, housing needs, legal needs, etc. although we have always provided care coordination, technological advancements are improving our abilities to coordinate care and improve outcomes for consumers. For example, using data from the Health Information Exchange (HIE), we can see that a consumer saw a medical provider the day before and know the outcome of that visit (e.g., lab results, diagnosis, and treatment plan). We will be training on critical elements of care coordination, the technology (how to use and incorporate HIE), and metrics to improve outcomes. We will also update procedures to optimize use of these tools.

14. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial report through the period ending October 31, 2022. There is nothing that isn't as expected.
15. Chief Operations Officer's Report: Ms. Condit highlighted WMCMH's social media activity. Ms. Schummer, Director of PR and Customer Services has done a nice job of creating posts on Facebook and LinkedIn so our "likes" and comments (akin to media exposure to information about WMCMH) continue to increase. We are finding that the community is particularly responsive to social media posts about our staff team (e.g., staff training, internal activities of teams, staff skills and expertise, staff highlights).
16. Lakeshore Regional Entity Update: Dr. Williams reported that there was minimal discussion about the status of the declaratory action. Realistically it could be 3-6 months until the LRE receives a ruling from a judge. The State recently issued an amendment to the PIHP contract basically stating that current year funds cannot be used to pay past liabilities. In addition, the LRE has been setting some strategic goals and direction. Key components of the strategic direction include the CCBHC. Dr. Williams also reported that Mr. Snider resigned from the LRE Board of Directors. He was a founding board member of the LRE along with Mr. Prince and Mr. Sanders.
17. CEO's Report: Dr. Williams reported that there is no new news on COVID. Cases appear to be on the rise again—attributed to a combination of people being inside, decreased mask wearing and resumption of indoor group activities. Influenza A is also going around our communities. WMCMH policy is that if you have symptoms of illness, please take PTO and rest or work remote.

Dr. Williams reported that there was an attempt during lame duck to pass Senate bills 597 and 598 in a slightly revised version. They were voted down in the Senate and no bills were introduced in the House. The legislature continues to have concerns about the public behavioral health system. In the new year, we will be doing aggressive work with new and seasoned legislators to understand the concerns and learn what problems they hope to resolve with legislative action. Several CMH CEOs from around the state will be going to Washington early in the year to meet with Senator Stabenow. Our hope is to request her continued support with the Governor on the value of the public behavioral health system in Michigan and specifically around CCBHC.

Dr. Williams stated that the CMHAM conference will be held in Kalamazoo on February 6 and 7. Please let Dr. Williams know if you are interested in attending.

Dr. Williams announced that a replacement for the Executive Assistant was chosen last week. Kelly Hein will be starting on January 9<sup>th</sup>. Kimberly will be working with her for a few weeks in January to begin training her in the role and helping her get comfortable particularly in the role with the Board.

Dr. Williams stated that this is Ms. Goodrich's last board meeting, and she will be missed. Mr. Prince read the following Resolution honoring Ms. Goodrich into the minutes:

**Resolution Honoring Kimberly Goodrich's 39 Years of Service  
To West Michigan Community Mental Health**

**Whereas**, Kimberly Goodrich has provided untiring, compassionate and extremely able contributions to West Michigan Community Mental Health for health for 39 years; and

**Whereas**, Kimberly Goodrich was a central part of the transition of Community Mental Health in Lake, Mason, and Oceana Counties from three separate county entities to a single, three-county Community Mental Health Authority;

**Whereas**, Kimberly Goodrich has provided untiring support, dedication, and commitment to the members of the West Michigan Community Mental Health Board for 26 years;

**Whereas**, Kimberly Goodrich has served as Executive Assistant to three different West Michigan Community Mental Health Executive Directors over that same time period, including supporting them in their role as Executive Director, coordinating across their respective Executive Leadership Teams, and creating stability and perspective in their transitions with the Board and with the organizational team;

**Whereas**, Kimberly Goodrich has provided honorable leadership, hard work, dedication and compassion for the people and communities WMCMH serves and an untiring commitment to organizational values of recovery, excellence, resiliency, integrity, and respect for uniqueness and diversity;

**Whereas**, Kimberly Goodrich has represented West Michigan Community Mental Health with honor, integrity, passion, and compassion;

**NOW THEREFORE BE IT RESOLVED THAT:** the West Michigan Community Mental Health Board of Directors offers its heartfelt appreciation to Kimberly for her 39 years of service to West Michigan Community Mental Health and the people and communities it serves, and wishes her happiness, love, and fulfillment in what lies ahead.

The resolution was **unanimously** adopted by the West Michigan Community Mental Health Board.

This Resolution was unanimously approved by the board in her honor.

18. Upcoming Committee Meetings:

- Executive Committee – Tuesday, January 10<sup>th</sup> at noon in Ludington
- LRE Board Meeting – Wednesday, January 25<sup>th</sup> at 1:00 in Muskegon

19. WCMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting:  
There were none.
20. Delegations, Communications and Expressions from the Community: There were none.
21. Executive Session: There was none.
22. Adjournment: With no additional business, Mr. Sebolt made the motion, seconded by Mrs. Seng, to adjourn the West Michigan Community Mental Health Board of Directors meeting. The meeting adjourned at 6:25 p.m.

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Kimberly Goodrich  
Recording Secretary

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Jim Prince  
Chairperson