

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

November 21, 2023

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 Harold E. Madden Center located in Ludington, at 5:30 p.m. on Tuesday, November 19, 2023. Chairperson James Prince presided.
2. Roll Call: The following members were present: Mary Alway, Ron Bacon, Linda Baierl, Kay Seng, Lucinda Shafer, and Larry VanSickle. Absent: Pat Bettin, Dr. Jennifer Branning, Todd Dancz, and Robert Walker (excused). A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Ellen Plummer, Josh Snyder and Kelly Hein.
3. Introductions: There were none.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mr. Welford 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.
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. VanSickle made the motion, seconded by Mrs. Seng, to approve the item on the consent agenda:
 - 7.1 Minutes from the 10/17/23 WMCMH 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.

Mr. Prince stated that everyone has a copy of the CEO annual appraisal for 2023 for their review. The summary shows that our CEO is well accepted by the board and is exceeding expectations in nearly every aspect.
9. Finance Committee Recommendation: Mr. VanSickle reported that the Finance Committee did not meet but was forwarded one contract over \$50,000 for review. Ms. Plummer stated that it is for State in patient stays. Mr. Bacon made the motion, seconded by Mrs. Alway, to approve the list of contracts over \$50,000 as presented. The motion carried.

Mr. VanSickle reported that the Committee reviewed the list of contracts between

\$20,000 and \$49,999 for information purposes.

Mr. VanSickle also reported on the proposed policy 3-02-01 change related to Proposed language change. Mrs. Seng made the motion, seconded by Mr. Bacon, to approve the policy change as presented. The motion carried.

10. CCBHC Advisory Committee Report: Mrs. Seng reported that the committee met last week and was provided with an overview of the CCBHC-IA Grant and the Demonstration. WCMCMH has met or surpassed all 4 goals for year 1. She also reviewed our Quality Based Payment (QBP) metrics for DY1-2 in the demonstration. We met 5 of the 6 QBP measures in DY1, missing by less than 1% point, the difference of 1 consumer in the denominator. There were no Michigan CCBHC's who met all 6 indicators. We are currently on track to meet all six performance goals for DY2 and that data will be available in the spring of 2024.
11. Programs and Services Committee Recommendation: Mrs. Seng reported that the committee met a few weeks ago and reviewed the annual Quality Assurance Performance Improvement Plan (QAPIP) for FY24. There were very minor language updates to the plan noting it has been reorganized to make it clearer and flow better. The revised plan is being recommended for approval by the board. Mrs. Seng made the motion, seconded by Ms. Alway, to approve the QAPIP for FY24. The motion carried.

Mrs. Seng also reported that the committee reviewed the DEI Plan for FY24. She reviewed and read a portion of the plan to the board that noted the plan is set in place to not discriminate based on race national origin, color, culture, age, gender, or gender equality, sexual orientation, physical or emotional disability, religion, or spiritual belief, social supports, marital status, inability to pay, socioeconomic status, Medicaid, Medicare, or CHIP status., and everyone is welcome. The revised plan is being recommended for approval by the board. Mrs. Seng made the motion, seconded by Ms. Shafer, to approve the DEI Plan for FY24. The motion carried.

12. Healthcare Integration and Clinical Services Report: Mr. Snyder provided an overview of the new Multiple Pathways of Treatment for Mild/Moderate Population. He noted in the past, Individual Therapy was the only service that consumers in the mild/moderate population were offered. He listed the 4 new Pathways and provided a brief description of each that we now offer to increase access and to attend to the variety of needs for this group.

Ms. Plummer highlighted that she and her team has collaborated with our IT department to improve our crisis work flow including Crisis Stabilization Services (CSS). They now have staff using tablets that allows for more efficiency when a mobile response situation occurs. They are also working on scheduling and identifying efficiencies in our current scheduling practices.

13. Chief Financial Officer's Report: Ms. Plummer reviewed the financial report through the period ending September 30, 2023. She noted the preliminary summary of FY23 – due to year end, we will continue to be adding lingering invoices and calculating final reports for revenue for the next couple of months. Final costing can also impact the revenue figures with funding bucket adjustments.

Ms. Plummer also discussed that we are finishing the year on expense almost exactly as our amended budget with revenue coming in over budget. Revenue is over budget primarily due to receiving more funds from investment interest and CCBHC Quality Bonus payment than anticipated.

Ms. Plummer also reviewed the Cash and Investment Report as of September 30, 2023. Most of our investments continue to be in T-bills as those are still getting the best interest rates. Interest income for the year was over \$100,000 more than we anticipated. Prior year interest (FY22) was just over \$21,000 compared to FY23 which was over \$370,000.

Ms. Plummer also discussed that we recently had Compliance week 11/5-11/11, where members of staff were challenged to post their favorite haiku. She read the winners haiku poem, written by Sarah Hendershot.

14. Chief Operations Officer's Report: Ms. Condit highlighted that we applied and were chosen to participate in a National Council cohort on the workforce shortage challenges. There are a total of 35 organizations participating in this project. The participants are provider organizations, state associations, and regional and national mental health and substance use disorder experts. The project will focus on 6 areas of workforce shortages: regulatory policy, payment, clinical model innovation, workforce expansion with a focus on enhancing diversity, equity, inclusion, and belonging, and quality and accountability. Ms. Condit noted we are looking forward to gaining knowledge and possible solutions that we can use to address our WCMH workforce challenges while also having the opportunity to look at this on a national level. The cohort is set to run November 2023 through July 2024.
15. Community Mental Health Association of Michigan Update: Dr. Williams, Mrs. Seng, Ms. Hein, Ms. Sherfinski, and Ms. Shafer attended the Fall Conference at the end of October. Mr. VanSickle was presented with a 20 years of service award. They enjoyed the speakers, and there were lots of workshops that stressed the workforce shortage and stressed how to work as a team. Dr. Williams noted we support and encourage all board members to attend the conferences. If you are interested in attending the next CMHAM Conference in February, please let Dr. Williams or Ms. Hein know.
16. Lakeshore Regional Entity Update: Mr. Bacon shared that the QAPIP Plan, DEI plan, and Risk Management were reviewed and approved by the LRE
17. CEO's Report: Dr. Williams reported that the legislative session ended early as predicted. She discussed that there will be several pieces of legislation that will be brought to the house in January; CCBHC Clinics, Social Work Licensure, and Healthcare Parity.

She also discussed the new Legislation making it to the House, Physical Management for Children. It is currently in the waiting stage for the governor to sign and noted it is a bit controversial but overall important for it to pass. Dr. Williams will have Mr. Bolter provide more of an update on this in January.

Dr. Williams reported that Alan Bolter, Chief lobbyist, reached out and asked to attend the January board meeting to provide information on what CMHA is doing, what's going

on in Lansing, and answer any questions the board might have. She noted she discussed this with the Executive Committee last week and they were inclined to accept this invitation.

Dr. Williams reminded the group that the 2023 Years of Service ceremony will be during the December board meeting next month.

18. Upcoming Committee Meetings:

- LRE Board Meeting – Wednesday December 20th at 1:00 in Muskegon
- Executive Committee – Tuesday, December 12th at noon in Ludington

19. WMCMH 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. Bacon made the motion, seconded by Ms. Shafer, to adjourn the West Michigan Community Mental Health Board of Directors meeting. The meeting adjourned at 6:28 p.m.

Kelly Hein
Recording Secretary

James R. Prince
Chairperson