

## WEST MICHIGAN COMMUNITY MENTAL HEALTH

### BOARD OF DIRECTORS MEETING MINUTES

June 18, 2024

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in person in the classroom of the Oceana County Services Building, located in Hart, at 5:30 p.m. on Tuesday, June 18, 2024. Chairperson Larry VanSickle presided.
2. Roll Call: The following members were present: Mary Alway, Linda Baierl, Ron Bacon, Pat Bettin, Dr. Jennifer Branning, Todd Dancz, Jim Prince, Kay Seng, Lucinda Shafer, Larry VanSickle, Robert Walker, and Clyde Welford. A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit (via zoom), Bethany Sherfinski, Josh Snyder, Lori Schummer, and Kelly Hein.
3. Introduction: Dr. Williams introduced Lori Schummer, Director of Public Relations and Customer Services. She will be providing an overview of the WMCMHS FY22/23 Annual Report.

Mr. VanSickle took a moment to express his gratitude to Mr. Prince for the many years of service and excellence he has shown for his time as board Chair.

4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Dr. Jennifer Branning made the motion, seconded by Mr. Prince, that the West Michigan Community Mental Health Board of Directors approve the agenda as presented. The motion carried.
6. Conflict of Interest Question: Mr. VanSickle 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: Dr. Jennifer Branning made the motion, seconded by Mr. Walker, to approve the item on the consent agenda:
  - 7.1 Minutes from the 5/21/2024 WMCMH Board of Directors Meeting. The motion carried.
8. WMCMHS FY22/23 Annual Report: Ms. Schummer reviewed the annual report. The highlights of the report include board information, financial information, community support building bridges, Walk A Mile Rally, CCBHC information, and some program and staff information. The board expressed their satisfaction with the creativity and readability of the content. They thanked Ms. Schummer for her passion and clarity.
9. Executive Committee Meeting Report: Mr. VanSickle reported that the Executive Committee's report is available for review. There were no action items or questions from the board.
10. Finance Committee Recommendation: Mr. Bacon reported that the Committee met last

week and discussed the list of contracts over \$50,000. The first is for a dedicated DHS worker available for WMCMH consumers. The next set of contracts are projected expenditures to the existing contracts with providers that were previously approved. Mr. Prince made the motion, seconded by Mr. Welford, to approve the list of contracts over \$50,000 as presented. The motion carried.

Ms. Sherfinski reviewed the FY24 proposed budget amendment. She discussed the CCBHC demonstration, WMCMH achieved the 5% Quality bonus payment where WMCMH is expecting to receive approximately \$1.6 million. Ms. Sherfinski discussed the variances in expenses and noted there is a variance in training where we are utilizing more in-house development opportunities for our leadership team, phone system transitions, and hiring of an advertising recruitment company. The clinical contractual services line is the biggest variance due to a decrease in the use of consultants related to grants and analytics. Mr. Bacon made the motion, seconded by Ms. Bettin, to approve the FY24 budget as presented. The motion carried.

Ms. Sherfinski reviewed the Single Audit Summary for the period ending September 30, 2023. There were no findings, weaknesses, or deficiencies under this audit. The audit was noted to be clean.

Ms. Sherfinski reviewed the Compliance Audit Summary for the period ending September 30, 2023. This is an annual requirement. The opinion of the audit is that WMCMHS is in compliance. There were no findings in this report.

11. Healthcare Integration and Clinical Services Report: Ms. Plummer highlighted that the state has announced the replacement of the SIS (Supports Intensity Scale) which was previously a screening and assessment tool for the I/DD population. She noted the state has selected the World Health Organization Disability Assessment Schedule 2.0 and the implementation target date is set for Fall 2026.

Mr. Snyder highlighted the work that WMCMH participates in for Evidence Based Practice. He discussed that the organization approves a significant number of these practices for the use of the consumers we serve. He discussed motivational interviewing, DBT, Medication Assisted Treatment, and CBT are a few of the practices that we have chosen to use.

12. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial services report through the period ending April 30, 2024. No significant changes from last month. Medicaid re-enrollment continues to be below expected numbers which long-term will affect revenue. There is nothing unexpected to report at this time.

13. Chief Operations Officer's Report: Ms. Condit highlighted the Annual Report that Lori Schummer shared at the meeting. She noted that Ms. Schummer does an excellent job of highlighting the organization. Ms. Condit also reported that WMCMH currently has 5 open positions, which is the lowest we have had in quite some time. Last year at this time we had 21 open positions, so a significant amount of work has taken place across the entire organization to fill those open positions.

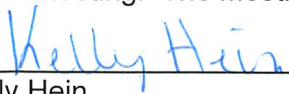
Ms. Condit reviewed policy 4-03-01, Discrimination-Free Harassment-Free Workplace, where minor language revisions were recommended by our legal team to ensure WMCMH policy aligns with current regulations. Mr. Bacon made the motion, seconded


by Ms. Bettin to approve revised policy 4-03-01, Discrimination-Free Harassment-Free Workplace. The motion carried.

14. Lakeshore Regional Entity Update: Mr. Bacon updated that the region is working on getting everyone on the same page in terms of finances and the financial position of the members. Dr. Williams noted there was a joint meeting with CEO's & CFO's of the region to talk through the areas of around budgets, specifically where there might be short falls in revenue or exceeding projections in cost. She also discussed Medicaid disenrollment and the impact on rates and funding.
15. CMHAM Update: Ms. Shafer, Dr. Williams, Ms. Sherfinski, , and Ms. Plummer attended the recent CMHAM conference in Traverse City. They provided a brief update on their experience at the conference. Ms. Shafer shared there were exceptional keynote speakers at the conference, in particular, on that focused on cultures of belongings in communities. Ms. Sherfinski discussed one of her sessions which focused on how to better reach out and train staff on interactive dashboards. Ms. Plummer noted she attended a crisis session on how a CCBHC impacts how an organization handles crisis situations. Dr. Williams highlighted the presentation of the department's new plan for child welfare and that links with behavior health in the system.
16. CEO's Report: Dr. Williams reported on the updated agenda template, she noted it is still the same content, in the same order, but the purpose is for better organization and clarity. She asked the board to reach out to Kelly or herself for any suggestions for improvement.

Dr. Williams also provided an update on public policy, noting that she and Ms. Cortez were asked to testify for the Behavioral Health subcommittee on CCBHC legislation in Lansing on two upcoming bills. The subcommittee spent a fair amount of time on social work requirements and syringe exchange programs, so, unfortunately their testimony will be rescheduled to a later date.

17. Upcoming Committee Meetings:
  - Executive Committee – Tuesday, July 11<sup>th</sup> at noon in Ludington
  - LRE Board Meeting – Wednesday July 26<sup>th</sup> at 1:00 in Muskegon
18. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting: There were none.
19. Delegations, Communications and Expressions from the Community: There were none.
20. Executive Session: There was none.
21. Adjournment: With no additional business, Mr. Prince 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

  
\_\_\_\_\_  
Larry VanSickle  
Chairperson