

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

Tuesday, March 18, 2025

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular in person meeting in the Conference Room at the Harold E. Madden Center, located in Ludington, at 5:31 p.m. on Tuesday, March 18, 2025. Chairperson VanSickle presided.
2. Roll Call: The following members were present: Mary Alway, Ron Bacon, Linda Baierl, Pat Bettin, Jim Prince, Kay Seng, Lucinda Shafer, Larry VanSickle, and Robert Walker. Absent: Todd Dancz, Dawn Fuller, and Dr. Jennifer Branning. A quorum was present. CMH staff members present were: Julia Rupp, Michele Condit, Ellen Plummer, Bethany Sherfinski, Devon Hernandez, and Kelly Hein.
3. Introductions: Ms. Rupp introduced Devon Hernandez, WMCMH's Director of Corporate Compliance and Risk Management. She is presenting the Compliance Report.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mr. Bacon made the motion, seconded by Ms. Seng that the Board 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: Mr. Bacon made the motion, seconded by Ms. Bettin, to approve the item on the consent agenda:
 - 7.1 Minutes from the 2/18/2025 WMCMH Board of Directors meeting. The motion carried.
8. Devon Hernandez Compliance Report: Ms. Hernandez reviewed the Semi-Annual Compliance Overview for FY25. She completed 18 audits during this timeframe to ensure staff are in adherence to federal, state, and organizational laws or policies. Ms. Hernandez also shared a link for Healthcare Compliance which listed examples of HIPPA breaches, per the request of the WM board at the October 2024 board meeting.
9. Executive Committee Report: Mr. VanSickle shared that the Executive Committee's report is available for review.
10. Finance Committee Recommendations: Mr. Bacon reported that the Finance Committee did not meet but electronically reviewed six contracts over \$50,000 for the WM board to approve. Three of the contracts are for specialized residential, the remaining three are projected expenditures in addition to the existing contracts previously approved.

Mr. Prince made the motion, seconded by Mr. Bacon, to approve the list of contracts over \$50,000 as presented. The motion carried.

10. Healthcare Integration and Clinical Services Report: Ms. Plummer highlighted the work surrounding the meds only level of care. She briefed that the agency has increased the case load cap to 80 individuals and the waitlist is down to less than 70 individuals, the lowest we have seen in a few years. The program has also opened up the for youth aged 11 and over.

Ms. Plummer proposed one new policy for review & approval. Policy, 2-01-03, Home and Community Based Services. This policy was created to satisfy a requirement from MDHHS that involves least restrictive services for the appropriate level care of need and waiver services. Mr. Bacon made the motion, seconded by Ms. Seng, to approve Policy 2-01-03, Home and Community Based Services. The motion carried.

11. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial report for the period ending January 31, 2025. There is nothing unexpected to report at this time.
12. Chief Operations Officer's Report: Ms. Condit updated on the most recent Earned Sick Time Act (ESTA). She briefed that this law impacts minimum wage as well as sick time requirements for employees. The majority of WMCMH salaries and paid time off policies are already in compliance with ESTA and only a few employee groups needed minor revisions to come into compliance, primarily around sick time. WMCMH has rolled out ESTA for all non-union team members and for those team members covered by the SEIU collective bargaining agreement, ESTA requirements will be negotiated as part of the collective bargaining agreement that begins on 1/1/2026.

Ms. Condit presented a Resolution regarding Plan 457 (b) to the board for review & approval. Mr. Price requested that the designation of officers be clearly defined, indicating specifically who the agency is authorizing to sign the Plan; Chief Executive Officer, and in absence of Chief Executive Officer, who the designated officer is to sign on her behalf. The motion was tabled until next month until additional information is included into the Resolution.

13. Lakeshore Regional Entity Update: Ms. Rupp reported that MDHHS has come into temporary agreement with the LRE regarding the FY22 Cost Settlement. The 4 million already withheld will remain in fund until resolution. Ms. Rupp will continue to provide updates on the cost settle as they are provided to her.

Ms. Rupp discussed the press release issued by MDHHS regarding the procurement bid for the 10 PIHP's in the state. The timing and eligibility of who can bid remains to be unclear. Ms. Rupp will provide updates on the strategy of the rebid as they are available.

14. CEO Report: Ms. Rupp provided an update on the public policy/system redesign update. She discussed the advocacy on defending Medicaid noting budget reconciliation process by congress will begin soon, we are currently in the reconciliation process that will be looked at in a large manner over the next few months. She will be sending a survey to the agency staff, WMCMH board, and constitutes of the region regarding advocacy for the public behavioral health system in Michigan and support for sustaining our Medicaid system.

Ms. Rupp discussed the PAC Campaign in terms of donations and gave an overview of the action committee that helps CMHAM advocate with legislators regarding issues that affect CMHs around the state. She included it for informational purposes. There is no obligation to donate, just an opportunity.

Ms. Shafer left the meeting at 6:39pm.

Ms. Rupp reminded the board that next month is the annual meeting is next month.

15. Upcoming Committee Meetings: Mr. VanSickle

- LRE Board Meeting—Wednesday, March 26th
- Governance Committee – Monday April 7th at 1pm in Ludington
- Executive Committee - Tuesday, April 8th at noon in Ludington
- Finance Committee – To be scheduled in April

16. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting:
There were none.

17. Delegations, Communications and Expressions from the Community:

18. Executive Session: There was none.

19. Adjournment With no additional business, Mr. Bacon made the motion, seconded by Ms. Seng, to adjourn the West Michigan Community Mental Health Board of Directors meeting. The meeting adjourned at 6:47p.m.

Kelly Hein
Recording Secretary

Larry VanSickle
Vice-Chairperson