

## WEST MICHIGAN COMMUNITY MENTAL HEALTH

### BOARD OF DIRECTORS MEETING MINUTES

April 15, 2025

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in person in the Boardroom at the Harold E. Madden Center, located in Ludington, at 5:30 p.m. on Tuesday, April 15, 2025. Vice-Chairperson VanSickle presided.
2. Roll Call: The following members were present: Mary Alway, Ron Bacon, Linda Baierl, Pat Bettin, Dawn Fuller, Jim Prince, Kay Seng, Lucinda Shafer, Larry VanSickle, and Robert Walker. Absent: Todd Dancz and Dr. Jennifer Branning. A quorum was present. CMH staff members present were: Julia Rupp, Michele Condit, Ellen Plummer, Bethany Sherfinski, and Kelly Hein.
3. Introductions: There were none.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Ms. Shafer 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. 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. Annual Organizational Meeting – Report of the Governance Committee: Mr. Bacon reported that the Governance Committee met on April 7<sup>th</sup> and reviewed the board evaluation survey summary. He reported that the summary was very favorable and similar to past years. There was nothing significant to pull out of the survey and no action items are being recommended.

Ms. Rupp discussed a few of the suggestions noted on the survey being; an updated acronyms list, a new infographic on the CCBHC Services vs non CCBHC services, and a stronger communication regarding the purposes and decision making for the WM standing committees. All three suggestions will be implemented and dispersed to the WM board within the next few months.

Mr. Bacon reported that the Governance Committee discussed officer nominations for the 2025/2026 year. The following officers were nominated:

Board Chairperson – Larry VanSickle  
Vice-Chairperson – Ron Bacon  
Secretary – Pat Bettin

With no additional nominations or discussion, Mr. Prince made the motion, seconded by Ms. Shafer, to elect the slate of officers as recommended by the Governance Committee

for the 2025/2026 year. The motion carried.

Mr. Bacon reported that the WMCMH Board meeting schedule was reviewed for 2025/2026, with the meetings remaining on the third Tuesday of the month at 5:30 pm. We will continue to rotate across all 3 counties during the summer months. Mr. Bacon made the motion, seconded by Ms. Bettin, to approve the 2025/2026 WMCMH board meeting schedule as presented. The motion carried.

Mr. Bacon reviewed the committee membership list. Mr. VanSickle will make any necessary appointments to the board committees.

8. Consent Agenda: Mr. Prince made the motion, seconded by Mr. Bacon, to approve the one item on the consent agenda:

8.1 Minutes from the 3/18/25 WMCMH Board of Directors Meeting. The motion carried.

9. Executive Committee Report: Mr. VanSickle shared that the Executive Committee's report is available for review.
10. Finance Committee Recommendation: Mr. Bacon reported that the Finance Committee did not meet but electronically reviewed and is recommending a list of two contracts over \$50,000 to the Board for its approval. Ms. Sherfinski stated that both contracts, a contracted autism provider and a staffing agency, are for additional expenditures to contracts that were previously approved. Mr. Bacon made the motion, seconded by Ms. Seng, to approve the list of contracts greater than \$50,000 as presented. The motion carried.

Mr. Bacon reported that the Committee reviewed the list of contracts between \$20,000 and \$49,999 for information purposes.

Ms. Sherfinski reported that the Finance Committee reviewed the Retirement System Annual Report for 2024. Ms. Sherfinski noted it's a report we are required to file with the Dept. of Treasury and to share with the board.

11. Health Integration and Clinical Services Report: Ms. Plummer highlighted that CMH is moving forward with our Same Day Access project, and have identified an external consultant group, MTM Consulting Firm, to support us during the implementation of same day access at WM.

Ms. Plummer discussed on behalf of Mr. Snyder one of the developmental strategies used as an ongoing effort to support staff development. Clinical trainings are offered to staff to assist with clinical development. WM provides over 25 CMH specific clinical trainings over the course of the year for new or existing staff to support their competencies and skills.

12. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial services report through the period ending February 28, 2025. There are no significant changes from last month and there is nothing out of the ordinary to report.

13. Chief Operations Officer's Report: Ms. Condit highlighted a few community events and opportunities that WM participated in last month; Lake County Medication Take Back Event where WMCMH Team members provided refrigerator magnets about our mobile crisis services. WM staff also participated in the Family Affair event where WMCMH team members provided written materials and dispersed fun items that showcased our services, to community members that stopped by our WMCMH booth. She also shared that April is Child Abuse Prevention Month; we are placing small pinwheel garden displays outdoors at our 3 sites as part of national Pinwheels for Prevention campaign.

Ms. Condit highlighted that The Ludington Area Jaycees applied for a grant to do some expansion/construction at the Ludington Mini-Golf site. They requested assistance from some of the WM staff to provide feedback on the new space to ensure its accessibility.

Ms. Condit presented the updated Resolution regarding Plan 457 (b) to the board for review & approval. The designation of officers are now clearly defined, as required by the WMCMH board. Mr. Bacon made the motion, seconded by Mr. Walker to approve the 457 (b) Deferred Compensation resolution as presented. The motion carried.

Ms. Condit reviewed the MMBPIS (Michigan Mission Based Performance Indicator System) Report for the 1<sup>st</sup> quarter of FY 25. We did have some outliers this quarter, mainly in the timeliness category due to a high number of appointments not kept, canceled, or rescheduled and errors in schedules practices in general. WMCMH will continue to monitor those areas closely to ensure we meet the performance standard going forward. Ms. Rupp noted the Same Day Access tool will improve these numbers.

Ms. Condit reviewed the Strategic Planning Report for the 2nd quarter of FY 2025. She reviewed the progress we have made toward achieving our 3–5-year goals and our ultimate 2025 BHAG. She noted we continue to monitor this data and implement improvement strategies where needed.

Ms. Condit reviewed a proposed policy revision 4-11-01, Paid Time Off, to align with the new ETSA laws. Mr. Bacon made the motion, seconded by Ms. Bettin, to approve the revised language in policy, 4-11-01. The motion carried.

14. Lakeshore Regional Entity Update: Mr. Bacon and Ms. Rupp reported the region has been fairly quit. The survey for input regarding the PIHP rebid has closed, there are still many unknowns at this time, but will continue to update as information comes in. The LRE has provided us with some great data to help decision making regarding the financial threats to Medicaid.

15. CEO's Report: Ms. Rupp discussed the budget reconciliation process and noted we are at the beginning stages. At this time, we do not know at what level the cuts will be or what will be impacted but there will be continued advocacy for the public behavioral health system in Michigan and support for sustaining our Medicaid system. Ms. Rupp met with union leadership and the WM Consumer Advisory Panel to discuss how they can engage with legislators on not privatizing the public system. She noted there are several strategies being discussed that will well position WM to manage what is coming. She stressed the importance of keeping staff & consumers as informed and engaged as possible.

Ms. Rupp would like the opportunity to meet with the WMCMH board members individually to gain information. Ms. Hein will be contacting each member within the next few weeks to schedule those meet & greets.

16. Upcoming Committee Meetings:

- LRE Board Meeting – Wednesday, April 24<sup>th</sup>
- Executive Committee – Tuesday, May 14<sup>th</sup> at noon in Ludington
- CCBHC Advisory Committee – to be scheduled in May
- Finance Committee - - to be scheduled in May

17. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting:

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 Ms. Shafer, to adjourn the West Michigan Community Mental Health Board of Directors adjourned its meeting at 6:33 p.m.

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Kelly Hein  
Recording Secretary

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Larry VanSickle  
Vice-Chairperson