

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

September 23, 2025

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in person in the Boardroom of the Harold E. Madden Building, located in Ludington, at 5:30 p.m. on Tuesday, September 23, 2025. Chairperson Larry VanSickle presided.
2. Roll Call: The following members were present: Ron Bacon, Cindy Boerema, Dr. Jennifer Branning, Jim Prince, Lucinda Shafer, Kay Seng, Larry VanSickle, and Robert Walker. Absent: Mary Alway (excused), Pat Bettin (excused), Linda Baierl, and Dawn Fuller. A quorum was present. CMH staff members present were: Julia Rupp, Michele Condit, Bethany Sherfinski, Ellen Plummer, and Kelly Hein.
3. Introductions: There were none.
4. Delegations, Communications and Expressions from the Community: There were none.
3. Approval of Agenda: Mr. Bacon made the motion, seconded by Ms. Seng, that the West Michigan Community Mental Health Board of Directors approve the agenda as presented. The motion carried via roll.
4. 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.
5. Consent Agenda: Mr. Bacon made the motion, seconded by Ms. Seng, that the West Michigan Community Mental Health Board of Directors approve the agenda as presented. The motion carried via roll.
 - 7.1 Minutes from the 8/19/25 WMCMH Board of Directors Meeting. The motion carried.
 - 7.2 Minutes from the 9/16/2023 WMCMH Board of Directors Meeting is available for review. No quorum was present during this meeting.
6. Finance Committee Report: Mr. Bacon and Ms. Sherfinski reported that the committee met a few weeks ago and reviewed a list of two FY25 contracts that are over \$50,000. Both are for current contracted providers that are projected expenditures in addition to existing contracts that were previously approved by the board. Mr. Prince made the motion, seconded by Mr. Bacon, to approve the list of FY25 contracts over \$50,000. The motion carried.

Ms. Sherfinski reviewed a memo regarding the use of AI for Clinical Documentation. She highlighted a few benefits of the software noting, it will reduce the amount of time staff spend on manual paperwork, product quality notes from a clinician and consumer appointment, and will allow for more time to see consumers for appointments.

Ms. Sherfinski discussed a new contract memo process to present to the full WM Board moving forward. She noted the updated process will list items such as contracting with new providers, changes in provider utilization, and arranging the contracts into categories that align with budget categories. The new process will eliminate bringing most transitions from one residential provider to another and most adjustments to projected annual expenditures. Ms. Sherfinski also recommended we no longer present contracts under \$50,000 as those are contracts that do not require West Michigan Board approval.

Ms. Sherfinski reviewed the list of FY26 contracts over \$50,000 and provided an explanation for the contracts that are categorized between clinical services, administrative services, software & subscription fees and dues, and repair and maintenance. Mr. Bacon made the motion, seconded by Mr. Prince, to approve the list of FY26 contracts over \$50,00. The motion carried.

Mr. Walker would like it noted on record that he does not approve of one of the FY26 contracts, Barracuda.

Ms. Sherfinski reviewed the proposed FY26 Budget. She noted the revenue has increased from the FY25 Budget Amendment. The Medicaid projection has a significant increase based on draft rates from the state on capitation dollars for Specialty services being split from CCBHC.

On the expense side, the main increases are due to utilities, and repair & maintenance for all 6 sites to maintain areas and updates where improvement is needed. There are a few new items being included which are related to software for AI and security programs. Mr. Bacon made the motion, seconded by Mrs. Seng, to approve the FY26 budget as presented. The motion carried.

7. Ms. Rupp reported that we have two vacancies for the Recipient Rights Advisory Committee. It is her recommendation that Cindy Boerema & Jamie Spore be appointed to the committee. Mr. Bacon made the motion seconded by Mrs. Seng, to appoint Cindy Boerema and Jamie Spore to the RRAC committee. The motion carried.

Ms. Rupp also announced that Pat Bettin has resigned from the WCMCMH Board. She will be moving closer to family, and we will greatly miss her contributions to the Board. Please share any nominations to fill the vacant board seat with Ms. Rupp.

8. Lakeshore Regional Entity Update: Ms. Rupp discussed the status of upcoming Procurement noting the date for submission was extended to 10/13/25.

Ms. Rupp also noted that while we continue to support CMHAM's strategy of stopping the procurement of the PIHP system; we also do support reform of the current system and need to be prepared to respond if the procurement moves forward as planned. She discussed her recommendation on the formation of a new regional entity.

Mr. Prince made the motion, seconded by Mr. Bacon, to give authority to the CEO of West Michigan Community Mental Health, Julia Rupp, to negotiate and sign the formation documents for the new regional entity consisting of Network 180, Genesee Health Systems, and West Michigan Community Mental Health. The motion carried.

Mr. Prince made the motion seconded by Mr. Bacon, to allow the West Michigan Community Mental Health Board Chair, Larry VanSickle to appoint the necessary board members to the new regional entity. The motion carried.

The West Michigan Board of Directors nominated Ron Sanders to join the new regional entity.

9. Upcoming Committee Meetings:
 - Executive Committee – Tuesday, October 10th at noon in Ludington
 - LRE Board Meeting – Wednesday, October 27th at 1:00 in Muskegon
10. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting: Mr. Walker made comment to review bylaws on board attendance due to not having a quorum. Notify chair of the board.
11. Delegations, Communications and Expressions from the Community: There were none.
12. Executive Session: There was none.
13. Adjournment: The meeting adjourned at 6:49 p.m.

Kelly Hein
Recording Secretary

Larry VanSickle
Chairperson