

**WEST MICHIGAN COMMUNITY MENTAL HEALTH
BOARD OF DIRECTORS MEETING MINUTES**

October 21, 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 West Michigan Community Mental Health, located in Baldwin, at 5:30 p.m. on Tuesday, October 21, 2025. Chairperson Larry VanSickle presided.
2. Roll Call: The following members were present: Mary Alway, Ron Bacon, Linda Baierl, Pat Bettin, Cindy Boerema, Kay Seng, Lucinda Shafer, Larry VanSickle, and Robert Walker. Absent: Dawn Fuller, Jim Prince and Dr. Jennifer Branning (excused). A quorum was present. CMH staff members present were: Julia Rupp, Michele Condit, Bethany Sherfinski, Josh Snyder, and Ellen Plummer, and Kelly Hein.
3. Delegations, Communications and Expressions from the Community: There were none.
4. Approval of Agenda: Mr. Bacon made the motion, seconded by Ms. Bettin, that the West Michigan Community Mental Health Board of Directors approve the agenda as presented. The motion carried.
5. 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.
6. Consent Agenda: Mr. Bacon made the motion, seconded by Ms. Seng, to approve the item on the consent agenda:
 - 7.1 Minutes from the 9/16/2025 WMCMH Board of Directors Meeting. The motion carried.
7. Executive Committee Meeting Report: Mr. Bacon reported that the Executive Committee's report is available for review. There were no action items or questions from the board.

Mr. VanSickle read the following Resolution honoring Ms. Bettin into the minutes:

WHEREAS, Pat Bettin has faithfully and honorably served as a member of the West Michigan Community Mental Health Board of Directors since October 21st, 2004, giving **21 years** of dedicated service to the mission of improving the lives of individuals and families affected by mental illness, emotional disturbance, and developmental disabilities; and

WHEREAS, throughout her tenure, Pat Bettin has demonstrated steadfast leadership, integrity, and compassion, contributing to the advancement of high-quality, person-centered, and recovery-oriented mental health services across Mason, Lake, and Oceana Counties; and

WHEREAS, Pat Bettin has been a consistent advocate for the rights and dignity of individuals receiving services, ensuring that board decisions reflect the values of inclusion, respect, and community partnership; and

WHEREAS, Pat Bettin’s thoughtful insight, institutional knowledge, and commitment to public service have been invaluable to the Board’s success, particularly during times of system change and growth; and

WHEREAS, the West Michigan Community Mental Health Board of Directors and staff wish to express their sincere gratitude for Pat’s long-standing service, leadership, and contributions to the mission of community mental health;

NOW, THEREFORE, BE IT RESOLVED, that the West Michigan Community Mental Health Board of Directors hereby recognizes and honors **Pat Bettin** for **21 years of distinguished service** and extends its deepest appreciation and best wishes for continued success, health, and happiness in all future endeavors; and

BE IT FURTHER RESOLVED that a copy of this resolution be entered into the official minutes of the Board and presented to Pat Bettin as a token of appreciation for her exemplary commitment to the people and communities of Mason, Lake, and Oceana Counties, Michigan.

Unanimously Adopted this 21st day of October, 2025

by the West Michigan Community Mental Health Board of Directors.

8. Finance Committee Report: Mr. Bacon reported that the Committee did not meet but was forwarded a list of contracts to review and bring to the full board for its approval. Ms. Sherfinski stated the contracts are regarding 24 hour care, clinical contracts, and a building lease for our Baldwin CMH building. Mr. Bacon made the motion, seconded by Ms. Shafer, to approve the list of contracts greater than \$50,000 as presented. The motion carried.
9. Healthcare Integration and Clinical Services Report: Ms. Synder highlighted the new Artificial Intelligence (AI) software, Clinically AI, being used for clinical documentation and compliance. He updated that its primary function is to “listen” but does not record, the conversation between our WM staff person and their consumer during their appointments. It then provides a detailed summary of the information which includes a recommended content to be used to complete the related clinical documentation. The clinicians still review the documentation content for accuracy, update as necessary, and only then complete and sign the note. The consumers must give permission each time in order for us to use it.

Ms. Plummer presented the new WM Behavioral Health Urgent Care (BHUC) that is anticipated to start in November. She discussed this is a very structured program that is identified as not only a safe place to be seen but also a safe place for help. The clinic will provide screening/triage assessments, diagnostic assessments, family engagement, crisis counseling, and much more. The clinic will also offer Saturday hours, and the main

location will be the WM Ludington office site but will also offer virtual appointments as well.

10. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial report throughout the period ending August 31, 2025. She discussed the variance on Medicaid revenue noting we are projected to receive more than originally budgeted. She also noted there is a significant difference regarding the local revenue line and that is attributed to the CCBHC Quality bonus that was received in August. There was nothing else out of the ordinary to report.

Ms. Sherfinski presented revised policy, 3-02-01, Maintaining Bank Accounts. This policy change involves name changes and including additional staff who are authorized signers on the WMCMH accounts. Ms. Shafer made the motion, seconded by Mr. Bacon, to approve the revised policy 3-02-01, Maintaining Bank Accounts as presented. The motion carried.

Ms. Sherfinski presented a new policy, 3-08-07, Overpayment. This policy involves the reporting and collection of over payments as compliance related activities as identified in the MDHHS OIG reporting requirements. Ms. Seng made the motion, seconded by Mr. Walker, to approve policy 3-08-07, Overpayment as presented. The motion carried.

11. Chief Operations Officer's Report: Ms. Condit highlighted that the agency has started its work on developing WMCMH's strategic plan. She noted that due to the number of uncertainties in our system, it will be a 1-2 year strategic plan that will focus on organizational stabilization. Ms. Condit also led the discussion regarding the level of WM Board involvement and presented 3 options of choice. The board chose a moderate level time approach that entails deeper insights, broader perspectives in strategy and development.

Mr. VanSickle reported that the 3rd quarter MMBPIS report and 4th Qtr FY25 Strategic Planning report are available for review.

12. Lakeshore Regional Entity Update: Ms. Rupp reported that the RFP was successfully submitted by the new regional entity as discussed at last month's board meeting for the procurement of the PIHP system. The judge will issue his ruling, early December, regarding the legality of the Procurement.
13. CEO's Report: Ms. Rupp was invited to speak at the Health Policy Forum yesterday in Lansing. A few of the topics of discussion involved how to respond HR1 and the Big Beautiful Bill. The group was in very a proactive space that focused on installing best practices that create great outcomes.

Ms. Rupp also expressed her gratitude to Pat Bettin on her 21 years of service to the west Michigan Board of Directors.

14. Upcoming Committee Meetings:

- LRE Board Meeting – Wednesday, October 22nd at 1:00 in Muskegon
- Executive Committee – Tuesday, November 4th at noon in Ludington
- CCBHC Committee – Quarterly Meeting Monday November 10th at 4pm

15. WCMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting:
There were none.
16. Delegations, Communications and Expressions from the Community: There were none.
17. Executive Session: There was none.
18. Adjournment: With no additional business, Mr. Bacon made the motion, seconded by Ms. Bettin, to adjourn the West Michigan Community Mental Health Board of Directors meeting. The meeting adjourned at 6:41 p.m.

Kelly Hein
Recording Secretary

Larry VanSickle
Chairperson