

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

July 16, 2024

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in person in the Commissioner Room of the Lake County Courthouse, located in Baldwin, at 5:35 p.m. on Tuesday, July 18, 2023. Chairperson VanSickle presided.
2. Roll Call: The following members were present: Mary Alway, Linda Baierl, Ron Bacon, Jim Prince, Kay Seng, Pat Bettin, Lucinda Shafer, Robert Walker, Clyde Welford, and Larry VanSickle. Excused: Dr. Jennifer Branning and Todd Dancz. A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Bethany Sherfinski, Ellen Plummer, Josh Snyder, and Kelly Hein (recorder).
3. Introductions: There were none.
4. Delegations, Communications and Expressions from the Community: There were none.
5. Approval of Agenda: Mr. Welford 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 via roll.
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: Ms. Shafer made the motion, seconded by Mr. Bacon, to approve the item on the consent agenda:
 - 7.1 Minutes from the 6/18/2024 WCMCMH Board of Directors Meeting. The motion carried.
8. 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.
9. Finance Committee Recommendation: Mr. Bacon reported that the Committee did not meet but was forwarded a list of four contracts to review. Ms. Sherfinski stated that three of the four contracts are standard Specialized Residential settings that are expenditures in addition to existing contracts already approved. The last contract involves staffing hours for a mid-level prescriber. Mr. VanSickle made the motion, seconded by Ms. Bettin, to approve the list of contracts over \$50,000 as presented. The motion carried.
10. Healthcare Integration and Clinical Services Report: Ms. Plummer highlighted that the Clinical Service Planners are participating in a training course called, "Charting the Life Course" which supports development of Individual Plans of Service across an individual's lifespan.

Mr. Snyder reported on the new level of care for our SUD Services called Intensive Outpatient (IOP). He noted this service provides a minimum of 9 hours of treatment per week that includes service specific to: Didactic Education Groups, Group Therapy, Individual Therapy, Care Management, Peer Recovery Coach Services, Medication Assisted Treatment, etc. This new SUD Service is projected to start 10/1/24.

11. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial report through the period ending May 31, 2024. She noted we are in a deficit for the month, mainly due to the 24-hour care service contracts, but year to date we remain with a small excess. She noted this is anticipated and in May there was a change in CCBHC revenue that involved a programming issue adjustment.

Ms. Sherfinski reviewed two new policies for board member consideration. The first, Provider Claims Processing, involves putting the purchasing language for our providers in a policy rather than having it in contract only. She noted that recent LRE reviews have requested that it is spelled out under one policy. The second policy, Artificial Intelligence, involves guidance to staff on acceptable use of using AI to protect the safety, privacy, and property of WMCMH. Mr. Bacon made the motion, seconded by Ms. Alway, to approve the new policies as presented. The motion carried.

12. Chief Operations Officer's Report: Ms. Condit highlighted that September is National Suicide Prevention Month, which is a dedicated time to raise awareness, share vital information and spread hope. She discussed that WMCMH will be hosting a local "Walk of Hope" event in Ludington to spread awareness. Ms. Condit will continue to share more details with the board as they become available.

Ms. Condit presented a revised proposed policy for review and approval related to Reasonable Accommodations for WMCMH employees. She discussed this is to comply with the new pregnancy, childbirth, and medical conditions act that was recently passed. Mr. Prince made the motion, seconded by Mr. Bacon, to approve the revised policy as presented. The motion carried.

Ms. Condit also reviewed the 2nd quarter MMBPIS report. We have fallen below for a few standards, and we will continue to identify strategies to address and monitor to see if we're having the desired impact in those areas. In the other areas we are meeting or exceeding the state targets and will continue to monitor.

Ms. Condit discussed the quarterly strategic planning report. For the Number of Internal Encounters, WMCMH performance is above goal. Consumer Net Promoter Score continues to remain in the excellent range, and Employee Net Promoter Score is in the favorable range but did see a slight decrease from April to June. WMCMH continues to have a strategic goal centered around workplace experience. On the Financials, the budget amendment was recently approved, and you can see both the increased revenue and overall expenses reflected here. For May, revenue is under budget due to not yet receiving our CCBHC quality Bonus Payment. Expenses are also below budget for the for the month. Looking ahead, the Board should expect to see our increased need for 24-hour care services and filling vacant positions reflected in our expenses.

13. Lakeshore Regional Entity Update: Mr. Bacon reported they continue to work on the finances, mainly, where there are shortfalls and getting everyone on the same page of

the financial position of the members of the region. Dr. Williams discussed that they are continually working on strategies surrounding ways to increase revenue in the region. She also discussed that they are re-opening discussion on the contract between LRE & CMH's in the region for FY2024/2025.

14. CEO's Report: Dr. Williams provided an update on public policy and reported that the legislature went into recess at the end of June but before recess they passed the budget for the year. The budget reflects increased revenue (in the form of matching dollars) to support the expansion of CCBHC within the state. Unfortunately, they did not add money in general fund to cover the non-Medicaid consumers in CCBHC's. That said we are working on some promising strategies to resolve that issue long-term. The biggest concern that Dr. Williams anticipates will be on the rates for next FY and how the revenue in the system will be dispersed.

Dr. Williams gave an update on the NACBHDD board meeting that she attended last week in Tampa, FL. She noted that it was exciting to celebrate the recommendations from the NACO Mental Health Commission with the Commission at the NACO Conference/NACBHDD Board Meeting.. The priority areas in the report included federal policy updates, geo-mapping, inpatient facilities, and recommendations surrounding funding workforce initiatives around the country. She will share with the WMCMH board next month the brief generated by the NACO Mental Health Commission.

Dr. Williams reported that CMHAM put out the FY 2024/2025 dues structure and asked the Board if they would like to approve the increase in dues for next FY. Mr. Bacon made the motion, seconded by Ms. Seng, to approve payment of the FY25 dues to CMHAM. The motion carried.

15. Upcoming Committee Meetings:

- LRE Board Meeting – Thursday, July 21st at 1:00 in Muskegon
- Executive Committee – Tuesday, August 9th at noon in Ludington
- CCBHC Advisory Committee – to be scheduled in August
- Finance Committee – to be scheduled in August

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

17. Delegations, Communications and Expressions from the Community: There were none.

18. Executive Session: There was none.

19. Adjournment: With no additional business, Mr. Prince made the motion, seconded by Mr. Welford, to adjourn the West Michigan Community Mental Health Board of Directors meeting. The meeting adjourned at 6:16 p.m.

Kelly Hein
Recording Secretary

Larry VanSickle
Chairperson