

WEST MICHIGAN COMMUNITY MENTAL HEALTH

BOARD OF DIRECTORS MEETING MINUTES

December 17, 2024

1. Call to Order: The West Michigan Community Mental Health Board of Directors met for its regular meeting in person in the Conference Room at the Harold E. Madden Center located in Ludington, at 5:32 p.m. on Tuesday, December 17, 2024. Chairperson Larry VanSickle presided.
2. Roll Call: The following members were present: Mary Alway, Ron Bacon, Linda Baierl, Pat Bettin, Dr. Jennifer Branning, Todd Dancz, Jim Prince, Kay Seng, Lucinda Shafer, Larry VanSickle, Robert Walker, and Clyde Welford. A quorum was present. CMH staff members present were: Lisa Williams, Michele Condit, Ellen Plummer, Josh Snyder, Bethany Sherfinski, Angie Kuhn, 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 Ms. Seng, 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. Consent Agenda: Mr. Welford made the motion, seconded by Mr. Bacon, to approve the item on the consent agenda:
 - 7.1 Minutes from the 11/19/2024 WMCMH Board of Directors Meeting. The motion carried.
8. Years of Service Recognition: Dr. Williams and Mr. VanSickle recognized all the WMCMH staff and board members who reached a milestone year of service in 2024. Those receiving recognition were:
 - a) **Five Years of Service**: Mary Alway, Marcia Easley, Heidi Gamez, Lucas Hawley, Janessa Kelley, Spring Kettler, Jenna Murphy, Kylie Petzak, Elizabeth Pilon, Lucinda Shafer, Vanessa Shirey, Rayna Spicer, Kristina Stever, Lori Stakenas-Schneider
 - b) **10 Years of Service**: Elizabeth Baker, Starrin Clark, Laura Freese, Katherine Gasper, Cindy Walters
 - c) **15 Years of Service**: Sara Durand Jessica Sexton
 - d) **20 Years of Service**: Pat Bettin
 - e) **25 Years of Service**: Carol Kubanek-Erdman & Lisa Williams
 - f) **30 Years of Service**: Lori Smith
 - g) **35 Years of Service**: Heather Urban

9. Executive Committee Meeting Report: Mr. VanSickle reported that the Executive Committee's report is available in the packet for review.

Mr. VanSickle recommended that Dr. Williams' current CEO contract be extended for one month, through January 31st, 2025, at her current salary and add Cobra insurance coverage for a period up to 90 days after the end of her contract. The cost per month of COBRA extension is \$1,759.38. Mr. Welford made the motion, seconded by Mr. Walker, to approve the CEO Contract Extension under those terms. The motion carried.

10. Finance Committee Recommendation: Mr. Bacon reported that the Finance Committee did not meet but was forwarded a list of contracts over \$50,000 for review. They are recommending those to the full board for their review and action. Ms. Sherfinski stated that two of the contracts are for Specialized Residential settings that are expenditures in addition to existing contracts already approved. The third is for fees related to general liability insurance to support organizational operations. Mr. Bacon made the motion, seconded by Ms. Bettin, to approve the list of contracts over \$50,000 as presented. The motion carried.
11. Recipient Rights Advisory Committee Report: Dr. Williams reported on the recent RRAC committee meeting. She reviewed that the committee meets twice per year to analyze our performance on Recipient Rights. Officers were voted on for next year, with Julie Springstead-Waltz remaining the Chair of the Committee and Ms. Baiertl the Vice-Chair. Dr. Williams stated that the Committee reviewed the FY24 Year End Recipient Rights Data Summary report. Complaints and investigations are similar to previous years. Mr. Prince made the motion, seconded by Ms. Shafer, to receive and file the FY24 Year End Recipient Rights Data Summary Report. The motion carried.
12. Healthcare Integration and Clinical Services Report: Ms. Plummer highlighted the work that the DOJ grant has allowed WMCMH to offer. She discussed that a group of law enforcement and mental health clinicians have been pulled together to discuss options for co-defense with law enforcement on behavioral health or substance use issues.

Mr. Snyder highlighted that the Oceana District Court was recently awarded a grant to establish a drug/alcohol sobriety court. He noted that WMCMH provided guidance during the application process, and we will also be an active partner in the treatment provision for the participants.

12. Chief Financial Officer's Report: Ms. Sherfinski reviewed the financial report through the period ending October 31, 2024. She discussed that because this is the first month of the new fiscal year, there are many variances, as expected. There is nothing out of the ordinary to report.
14. Chief Operations Officer's Report: Ms. Condit highlighted the grant opportunities that are routinely available. She briefed that the agency evaluates many grant opportunities each year including local communities, regional, state and federal grant opportunities. These are reviewed to see the alignment of the grant focus to the organizational needs. This year WMCMH was awarded 9 grants. Ms. Condit discussed three grants in particular. The first, Hispanic Behavioral Services Grant which has the purpose to increase access to services for the Hispanic population. The agency has experienced a 13% increase in the number of unduplicated Hispanic individuals served due to the

outreach activities we have participated in over the year. The second grant, Transportation Grant, provided transportation for 55 consumers for a total of 172 WMCMH appointments. Beyond that, the agency has also provided gas cards and bus tokens for individuals in need to be used for transportation to and from WMCMH services. The final grant highlighted is the Smoking Cessation Grant which allowed the agency to provide promotional materials at 7 community events over the year. As of early November, there were a total of 76 individuals enrolled in our smoking cessation services.

Ms. Condit also shared that the Jamesport Brewery round up event raised \$939.26 for our Suicide Awareness & Walk of Hope Efforts and Activities.

13. Lakeshore Regional Entity Update: Dr. Williams provided an update on the region. She noted that all 5 CMH members have signed the PIHIP/CMH FY25 contract.
14. CEO's Report: Dr. Williams shared the good news that the CCBHC Bills were passed by the House Health Policy Committee. The hope is that the bills will be put on the House floor for a vote before the end of Lame Duck. She briefed that If the bills pass the House during the current lame duck session, they will be taken up by the Senate in the next legislative session. If they don't pass the House they will have to be reintroduced in House subcommittee in the next legislative session.

Dr. Williams reminded the WMCMH Board of the CMHAM Winter Conference which will be held in Kalamazoo in February 6 and 7. Please let Ms. Hein know if you are interested in attending.

Ms. Hein invited the WMCMH Board to a Going Away Reception to honor Dr. Williams for her many years of service at WMCMH. The reception will be held on Friday January 24th from 3-5pm in the Ludington Boardroom.

15. Upcoming Committee Meetings:
 - Candidate Interviews – Wednesday December 18th (Ludington Boardroom)
 - LRE Board Meeting – Wednesday, December 18th (Muskegon Innovation Hub—see Lisa for address if you'd like to attend)
 - Executive Committee – Tuesday January 14th, 2025
16. WMCMH Board Member Comments, Questions, Clarifications and Critique of Meeting: There were 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. Bacon made the motion, seconded by Ms. Shafer, to adjourn the West Michigan Community Mental Health Board of Directors meeting. The meeting adjourned at 6:29 p.m.

Kelly Hein
Recording Secretary

Larry VanSickle
Chairperson