



**MINUTES OF THE REGULAR MEETING
MONDAY, FEBRUARY 27, 2023**

The LifeWays Board of Directors met in regular session in the Board Room at the LifeWays Building, 1200 N West Avenue, Jackson, Michigan on Monday, February 27, 2023.

BOARD MEMBERS PRESENT: Bruce Caswell (Chair), John Clark (Vice Chair) via Zoom, Carl Rice, Jr. (Treasurer), Christine Carlson (Secretary), Bradley Bohner, Melissa Callison, Jeffrey Peterson via Zoom, Earl Poleski, Kathleen Schmitt, Mark Wiley, Edward Woods

BOARD MEMBERS ABSENT: Ray Snell

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer), Kenneth Berger, Latrelle Burk, Karen Cascaddan, Shannan Clevenger, Tyler Crawford, Ashlee Griffes, Tenicia Hoaglin, Jon Johnston, Alexis Shapiro, Cassandra Watson

OTHERS PRESENT:

CALL TO ORDER

Chair Caswell called the Board Meeting to order at 7:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was presented by Edward Woods followed by a recitation of the Pledge of Allegiance to the American Flag by audience and Board members.

RECORDING OF ATTENDANCE

The presence of all attending this meeting was recorded (note: Board Members Clark and Peterson were noted as present; however, due to Open Meetings Act restrictions, they were not eligible to vote on action items).

APPROVAL OF BOARD AGENDA

LW 22-23-009 - Approval of Agenda of the February 27, 2023, Regular Business Meeting

MOTION BY BRADLEY BOHNER, SUPPORTED BY KATHLEEN SCHMITT, FOR APPROVAL OF THE AGENDA OF THE FEBRUARY 27, 2023, REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 9-0

APPROVAL OF BOARD MINUTES

LW 22-23-010 - Approval of the Minutes of the Regular Business Meeting held on December 21, 2022

MOTION BY BRADLEY BOHNER, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON DECEMBER 21, 2022, AS PRESENTED. MOTION CARRIED: 9-0

LW 22-23-011 - Approval of the Minutes of the Regular Business Meeting held on January 18, 2023

MOTION BY BRADLEY BOHNER, SUPPORTED BY MELISSA CALLISON, FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON JANUARY 18, 2023, AS PRESENTED. MOTION CARRIED: 9-0

CEO COMMUNICATIONS

Maribeth Leonard, Chief Executive Officer, briefly highlighted the communications provided in the Board Folder.

(A copy of the Board Folder contents can be found in the Supplemental Minutes portion of the Board Minutes Book.)

PUBLIC COMMENT

There were no public comments.

SPECIAL ORDER TOPIC: RECIPIENT RIGHTS ANNUAL REPORT – ASHLEE GRIFFES, RECIPIENT RIGHTS OFFICER

Ashlee Griffes, Recipient Rights Officer, reviewed the annual report for and answered questions from the Board.

APPROVAL OF CONSENT AGENDA

LW 22-23-012 - Approval of the Consent Agenda (February 27, 2023, Regular Business Meeting)

MOTION BY BRADLEY BOHNER, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF THE CONSENT AGENDA (FEBRUARY 27, 2023, REGULAR BUSINESS MEETING), AS PRESENTED. MOTION CARRIED: 9-0

A. Facilities

[No action items.]

B. Program & Finance

1. Approval to Accept Finance Report – December 2022
2. Approval to Accept Expenses Report – October, November, and December 2022
3. Approval to Accept Finance Committee's Recommendation to Prohibit LifeWays Leadership from Participating in County Guardianship Funding if it Subjects LifeWays with Risk of Expenditures that Will Not be Reimbursed through the State

C. Quality Improvement and Credentialing

[Due to lack of quorum, all items were moved to the New Business portion of this agenda]

APPOINTED COMMITTEE REPORTS

- **LIFEWAYS BOARD EXECUTIVE COMMITTEE**
- **MID-STATE HEALTH NETWORK (MSHN) BOARD**
- **MSHN SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD**
- **NATIONAL COUNCIL FOR MENTAL WELLBEING BOARD**
- **COMMUNITY MENTAL HEALTH ASSOCIATION**

BOARD OF DIRECTORS

LEGISLATIVE AND POLICY

- **MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS) OFFICE OF RECIPIENT RIGHTS ADVISORY COMMITTEE**
- **LIFEWAYS DIVERSITY, EQUITY, AND INCLUSION AD HOC COMMITTEE**
- **LIFEWAYS MENTAL HEALTH IN SCHOOLS ADVISORY COMMITTEE**
- **LIFEWAYS RECIPIENT RIGHTS ADVISORY COMMITTEE**

- LIFEWAYS SELF-DETERMINATION ADVISORY COMMITTEE
- LIFEWAYS BOARD NOMINATING AD HOC COMMITTEE

NEW BUSINESS

LW 22-23-013 - Approval of 2023 Slate of Officers

Dr. Rice, Chair of the Board Nominating Ad Hoc Committee, reported that the Committee recommends the following: Carl Rice, Jr. as Secretary; Mark Wiley as Treasurer; John Clark as Vice Chair; and Bruce Caswell as Chair.

MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, FOR APPROVAL OF THE BOARD NOMINATING COMMITTEE'S RECOMMENDATION FOR THE 2023 SLATE OF OFFICERS, AS FOLLOWS: CARL RICE, JR., SECRETARY; MARK WILEY, TREASURER; JOHN CLARK, VICE CHAIR; AND BRUCE CASWELL, CHAIR.

Chair Caswell called for any nominations from the floor.

Motion by Melissa Callison to nominate Christine Carlson for Secretary.

Discussion ensued and a secret ballot was taken.

Motion carried for Dr. Rice as Secretary as he received seven votes and Ms. Carlson received two.

MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, FOR APPROVAL OF THE BOARD NOMINATING COMMITTEE'S RECOMMENDATION FOR THE 2023 SLATE OF OFFICERS, AS FOLLOWS: CARL RICE, JR., SECRETARY; MARK WILEY, TREASURER; JOHN CLARK, VICE CHAIR; AND BRUCE CASWELL, CHAIR, AS PRESENTED. MOTION CARRIED: 9-0.

Positions are effective immediately.

LW 22-23-014 - Approval of the Quality Improvement/Credentialing Report – December 2022

MOTION BY BRADLEY BOHNER, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF THE QUALITY IMPROVEMENT/CREDENTIALING REPORT – DECEMBER 2022, AS PRESENTED. MOTION CARRIED: 9-0

LW 22-23-015 - Approval of the Quality Improvement/Credentialing Report – January 2023

MOTION BY BRADLEY BOHNER, SUPPORTED BY KATHLEEN SCHMITT, FOR APPROVAL OF THE QUALITY IMPROVEMENT/CREDENTIALING REPORT – JANUARY 2023, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-016 - Approval of Fiscal Year 2022 Quarter 4 Board Corporate Compliance Committee Report
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MOTION BY CARL RICE, JR., SUPPORTED BY MARK WILEY, FOR APPROVAL OF FISCAL YEAR 2022 QUARTER 4 BOARD CORPORATE COMPLIANCE COMMITTEE REPORT, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-017 - Approval of Fiscal Year 2023 Corporate Compliance Program Work Plan
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MOTION BY MELISSA CALLISON, SUPPORTED BY CHRISTINE CARLSON, FOR APPROVAL OF FISCAL YEAR 2023 CORPORATE PROGRAM WORK PLAN, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-018 - Approval to Accept and Place on File the 2022 Recipient Rights Annual Report
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MOTION BY MELISSA CALLISON, SUPPORTED BY CARL RICE, JR., FOR APPROVAL TO ACCEPT AND PLACE ON FILE, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-019 - Approval of Revised Governance/Corporate Compliance Procedures: 01-08.01 Corporate Compliance Committee & Corporate Compliance Officer; 01-08.02 Detecting Non-Compliance; 01-08.03 Investigating Reports of Suspected Non-Compliance
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MOTION BY BRADLEY BOHNER, SUPPORTED BY EDWARD WOODS, FOR APPROVAL OF REVISED GOVERNANCE/CORPORATE COMPLIANCE PROCEDURES: 01-08.01 CORPORATE COMPLIANCE COMMITTEE & CORPORATE COMPLIANCE OFFICER; 01-08.02 DETECTING NON-COMPLIANCE; 01-08.03 INVESTIGATING REPORTS OF SUSPECTED NON-COMPLIANCE, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-020 - Approval of Reviewed Policies: 01-09 Whistleblowers Protection Policy; 04-05 Early and Periodic Screening, Diagnostic and Treatment; 07-03 Computer Systems; 07-04 Telecommunication Systems; 14-02 Mobile Crisis Team for Adults
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MOTION BY BRADLEY BOHNER, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF REVIEWED POLICIES: 01-09 WHISTLEBLOWERS PROTECTION POLICY; 04-05 EARLY AND PERIODIC SCREENING, DIAGNOSTIC AND TREATMENT; 07-03 COMPUTER SYSTEMS; 07-04 TELECOMMUNICATION SYSTEMS; 14-02 MOBILE CRISIS TEAM FOR ADULTS, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-021 - Approval of Revised Policies: 03-05 Purchasing; 04-01 Service Authorization; 09-04 Workplace Conduct; 15-04 Integrated Health Clinic Services

MOTION BY BRADLEY BOHNER, SUPPORTED BY KATHLEEN SCHMITT, FOR APPROVAL OF REVISED POLICIES: 03-05 PURCHASING; 04-01 SERVICE AUTHORIZATION; 09-04 WORKPLACE CONDUCT; 15-04 INTEGRATED HEALTH CLINIC SERVICES, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-022 - Approval of Revised 2023 Board Committee Meeting Calendar

MOTION BY KATHLEEN SCHMITT, SUPPORTED BY BRADLEY BOHNER, FOR APPROVAL OF REVISED 2023 BOARD COMMITTEE MEETING CALENDAR, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-023 - Approval to Support the Recommendation of the Recipient Rights Officer to Appoint Tommy Yinger to the Recipient Rights Advisory Committee/Appeals Committee

MOTION BY CARL RICE, JR., SUPPORTED BY MELISSA CALLISON, FOR APPROVAL TO SUPPORT THE RECOMMENDATION OF THE RECIPIENT RIGHTS OFFICER TO APPOINT TOMMY YINGER TO THE RECIPIENT RIGHTS ADVISORY COMMITTEE/APEALS COMMITTEE, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-024 - Approval of Cultural Competency and Diversity Plan

MOTION BY BRADLEY BOHNER, SUPPORTED BY EDWARD WOODS, FOR APPROVAL OF CULTURAL COMPETENCY AND DIVERSITY PLAN, AS PRESENTED. MOTION CARRIED: 9-0

REPORTS

- CHIEF EXECUTIVE OFFICER (CEO)

Ms. Leonard gave an overview of the CEO report.

(A copy of the CEO Report can be found in the Supplemental portion of the Board Minutes Book.)

- BOARD CHAIR

Chair Caswell explained how the per diem rates are set by the Mental Health Code and can be no higher than what is set by the local county governments.

Board policy allows each board member to attend two in-state and one out-of-state conference each year. If anyone would like to attend any further conferences in 2023, please let the Executive Committee know by Thursday, March 2. If anyone becomes aware of a conference after March 2 that they would like to attend, please let the Executive Committee know before registering.

Regarding voting virtually, it can be allowed for those with a medical necessity or is on an armed services deployment. The issue is being reviewed by the Michigan Association of Counties and it is hoped that voting by virtual means will be allowed once again in the near future.

- **MEMBER COMMENTS**

- Mr. Poleski – No comments.
- Ms. Callison – No comments.
- Ms. Carlson – No comments.
- Ms. Schmitt – Reported on attending the CMHA Winter Conference.
- Mr. Wiley – Also reported on attending the CMHA Winter Conference. Thank you to Mr. Woods for the invocation including the Michigan State University (MSU) tragedy as well as to Ms. Leonard for offering assistance through the Crisis Staff.
- Mr. Woods – Thank you to Mr. Wiley for the accommodations he made to attend the Winter Conference. Mr. Woods then gave a brief overview of the many commitments he performs on behalf of LifeWays, MSHN, CMHA, the National Council, and mental health advocacy in general. Thank you to everyone for the many condolences received on the recent loss of a family member; had it not been for the family member's issues, Mr. Woods would not have gotten involved in the mental and/or behavioral health arena. Thank you again to everyone for their support.
- Mr. Bohner – Thank you to everyone for their support and good will regarding the MSU tragedy. Being an MSU graduate, the response was especially heartwarming. It was heartening to see what the University of Michigan and other Big 10 schools have done for MSU, too. It is imperative that we find a solution to the ongoing gun violence.
- Dr. Rice – Appreciative of all the supportive comments made, especially about the CMHA Winter Conference. Also, this board is appreciated. Seconded Mr. Bohner's sentiments on gun violence.

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- Mr. Clark – No comments.
- Mr. Peterson – No comments.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

There being no further business to come before the Board, Chair Caswell adjourned the meeting at 8:45 p.m.

Carl Rice, Jr., Secretary