



**MINUTES OF THE REGULAR MEETING  
WEDNESDAY, JUNE 16, 2021**

The LifeWays Board of Directors met in regular session in the Board Room at the LifeWays Building, 1200 N West Avenue, Jackson, Michigan on Wednesday, June 16, 2021.

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

**BOARD MEMBERS ABSENT:** Jim Shotwell, Sr.

**STAFF MEMBERS PRESENT:** Maribeth Leonard (Chief Executive Officer), Kenneth Berger, Latrelle Burk, Karen Cascaddan, Shannan Clevenger, Michael Cupp, Jon Johnston, Casie Robertson

**OTHERS PRESENT:**

**CALL TO ORDER**

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

**INVOCATION AND PLEDGE OF ALLEGIANCE**

The Invocation was presented by John Clark, which was 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.

**APPROVAL OF BOARD AGENDA**

**LW 20-21-029 - Approval of Agenda of the June 16, 2021 Regular Business Meeting**

**MOTION BY BRADLEY BOHNER, SUPPORTED BY JOHN CLARK, FOR APPROVAL OF THE AGENDA OF THE JUNE 16, 2021 REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 11-0**

**APPROVAL OF BOARD MINUTES**

**LW 20-21-030 - Approval of the Minutes of the Regular Business Meeting held on May 19, 2021**

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**MOTION BY BRADLEY BOHNER, SUPPORTED BY RUTH BROWN, FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON MAY 19, 2021, AS PRESENTED. MOTION APPROVED: 11-0**

**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.

**APPROVAL OF CONSENT AGENDA**

**LW 20-21-031 - Approval of the Consent Agenda (June 16, 2021 Regular Business Meeting)**

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**MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, FOR APPROVAL OF THE CONSENT AGENDA (JUNE 16, 2021 REGULAR BUSINESS MEETING), AS PRESENTED. MOTION CARRIED: 11-0**

**A. Facilities**

- 1. Approval to Accept RW Mercer Co. Invoice #338204 | Draw #17 in the Amount of \$258,657.61 and Recommendation to LifeWays Finance Committee Approval for Payment for Period Ending 5/31/2021**

**B. Program & Finance**

- 2. Approval to Accept Finance Report – April 2021**
- 3. Approval to Accept Expenses Report – April 2021 - \$8,231,217.64**
- 4. Approval of Fiscal Year 2021 Budget Amendment 1 in the Amount of \$91,397,328.00**

5. Approval to Accept the Facilities Committee Recommendation for Payment to RW Mercer for Invoice #338204 | Draw #17 in the Amended Amount of \$258,657.61 for Payment for Period Ending 5/31/2021
6. Approval of Expenditure of \$15,640.00 to Comtronics for Replacement and Installation Services of Two New Security Camera DVRs and Nine New Security Cameras
7. Approval of Expenditure of \$26,288.47 to NuWave Technology Partners for Replacement and Installation Services of Two New Phone System Servers
8. Approval of Expenditure of \$27,183.63 to The KR Group, Inc. for Two Network Switches for Hillsdale, and Two Network Switches for Jackson
9. Approval of Out-of-State Travel for Donald Wood, Executive Director of Human Resources, and Nikki Thomsen, Assistant Director of Human Resources, to attend the Society for Human Resource Management (SHRM) Annual Conference, September 9-12, 2021, in Las Vegas, NV for an Estimated Amount of \$8,887.00 to include Registration, Transportation, Lodging and Meals

**C. Quality Improvement and Credentialing**

10. Approval of Amended and Restated LifeWays Defined Benefit Pension Plan Effective October 1, 2021
11. Approval of the Quality Improvement/Credentialing Report – June 2021

**APPOINTED COMMITTEE REPORTS**

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

**BOARD OF DIRECTORS**

**LEGISLATIVE AND POLICY COMMITTEE**

- **LIFEWAYS MENTAL HEALTH IN SCHOOLS ADVISORY COMMITTEE**
- **LIFEWAYS SELF-DETERMINATION ADVISORY COMMITTEE**

### **NEW BUSINESS**

LW 20-21-032 - **Approval of Board Resolution #0041 of the Governing Body for Appointment of Adult Foster Care Licensee Designee**

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**MOTION BY BRADLEY BOHNER, SUPPORTED BY MELISSA CALLISON, FOR APPROVAL OF BOARD RESOLUTION #0041 OF THE GOVERNING BODY FOR APPOINTMENT OF ADULT FOSTER CARE LICENSEE DESIGNEE, AS PRESENTED. MOTION CARRIED: 11-0**

### **REPORTS**

- **CHIEF EXECUTIVE OFFICER (CEO)**

Ms. Leonard presented the CEO report on the following topics.

- **LifeWays Update**
  - **Law Enforcement Training**
  - **Jackson County Sheriff's Department Mental Health Training**
  - **Meeting with Senate Majority Leader Mike Shirkey's Aides**
- **Michigan Department of Health and Human Services (MDHHS)**
  - **MDHHS Behavioral Health and Developmental Disability (BHDDA) Work on Crisis Services Across Michigan**
- **State Legislative Update**
  - **Budget Update**
  - **Crisis Unit Legislation House Bill (HB) 5832**
- **Community Mental Health Association (CMHA) Update**
  - **New! CMHA and Partners Work on the Intersection of Crisis Response and Law Enforcement**
  - **Traveling Art Show**
  - **Summer 2021 Public Policy Update**
- **Upcoming Events**
  - **LifeWays 2021 Strategic Planning Summit**

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

- **BOARD CHAIR**

The only comment I have is a reminder that the CEO Evaluation is due this Friday [June 18]. If you would all check your emails and kindly respond to the survey, I would appreciate it.

- **MEMBER COMMENTS**

- **Mr. Bohner – We have a lot of people on the board with contacts and I think that will be helpful in the long run.**
- **Mr. Clark – No comment.**
- **Ms. Callison – No comment.**
- **Ms. Brown – I'm excited to tell you that, now that things are opening back up, the Suicide Prevention Coalition of Hillsdale County is planning to plan events with the Jackson Coalition and get back out into the community. For the very first time ever there's going to be a special event – save the date – on Saturday, November 20, 2021. Before you get your phones out to check college football schedules, let me tell you that both the University of Michigan and Michigan State University are on the road that day. An event will be held on November 20 to observe World Survivors of Suicide Loss Day. It's always held the Saturday before Thanksgiving every year. The Hillsdale Coalition is hosting a luncheon at noon and the Jackson Coalition will have one at the same time. The Jackson Coalition has held many of these with good participation; this is the first time one has been held in Hillsdale. The definition of a survivor of suicide loss is, generally speaking, someone that has lost a loved one by suicide. I've also mentioned to you the Stomp Out Suicide Event on Friday, September 10, 2021 in Jackson on World Suicide Prevention Day. Hillsdale is going to try to livestream part of the Jackson event. The Hillsdale Coalition been meeting by Zoom for 15 months during the pandemic and we look forward to meeting in person again. Would it be possible for us to meet at the LifeWays Hillsdale office on the third Tuesday of month from noon to 1:00? [The Hillsdale office's board room is available and has been booked for the Coalition.]**
- **Mr. Caswell – (Related a story about his son who is doing extremely well in his job.) Also, we talked some time ago about Consumer's Energy that hired some intellectually/developmentally disabled people for a job training program, and it was very successful. If any of you know of any companies that are hiring, please recommend that they try hiring from this group as well. Trained right, just like with my son, a lot of these people could work and contribute to society. They are very dependable; if anything is out of line, they will let their boss know right away, too. It might be the right time to focus and encourage these job training programs since so many companies are hurting for staff.**
- **Mr. Woods – (Related a story regarding a loved one). All this work that we do on suicide prevention and survivors, I appreciate it very much, both in Jackson and Hillsdale.**

- **Mr. Poleski – Please keep Jim Shotwell, Sr. and his family in mind.**
- **Ms. Carlson – No comment.**
- **Mr. Wiley – Would staff send out the CEO Evaluation email again?**
- **Dr. Rice – Prayers for Jim [Shotwell] and his family; thanks for letting us know. Thanks to everyone sharing their personal stories tonight; it says a lot about who we are.**

**PUBLIC COMMENT**

There were no public comments.

**ADJOURNMENT**

There being no further business to come before the Board, Chair Peterson adjourned the meeting at 8:06 p.m.

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**Ruth Brown, Secretary**