



**MINUTES OF THE REGULAR MEETING  
WEDNESDAY, JANUARY 20, 2021**

The LifeWays Board of Directors met in regular session via Zoom (due to the COVID-19 pandemic) on Wednesday, January 20, 2021.

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

**BOARD MEMBERS ABSENT:**

**STAFF MEMBERS PRESENT:** Maribeth Leonard (Chief Executive Officer), Kenneth Berger, Latrelle Burk, Karen Cascaddan, Shannan Clevenger, D'Angela O'Dowd, 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 Bradley Bohner, 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 20-21-011 - Approval of Agenda of the January 20, 2021 Regular Business Meeting

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**MOTION BY BRADLEY BOHNER, SUPPORTED BY JOHN CLARK, FOR APPROVAL OF THE AGENDA OF THE JANUARY 20, 2021 REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 11-0**

**APPROVAL OF BOARD MINUTES**

LW 20-21-012 - Approval of the Minutes of the Regular Business Meeting held on

December 16, 2020

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**MOTION BY BRADLEY BOHNER, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON DECEMBER 16, 2020, AS PRESENTED. MOTION APPROVED: 11-0**

**CEO COMMUNICATIONS**

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

In regards to the Wayne State University Report on page 40 of the Board Folder, it was noted that a cost savings analysis would be helpful in presenting any future budget proposals to the state legislature.

(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 20-21-013 - Approval of the Consent Agenda (January 20, 2021 Regular Business Meeting)

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**MOTION BY JIM SHOTWELL, SR., SUPPORTED BY BRADLEY BOHNER, FOR APPROVAL OF THE CONSENT AGENDA (JANUARY 20, 2021 REGULAR BUSINESS MEETING), AS PRESENTED. MOTION CARRIED: 11-0**

**A. Facilities**

1. Approval to Accept RW Mercer Co. Invoice #337576 | Draw #12 in the Amount of \$167,884.97 and Recommendation to LifeWays Finance Committee Approval for Payment for Period Ending 12/31/2020

**B. Program & Finance**

2. Approval to Accept Finance Reports – October and November 2020
3. Approval to Accept Expenses Report – October 2020 - \$8,291,389.49
4. Approval to Accept Expenses Report – November 2020 - \$6,330,310.04
5. Approval to Accept the Facilities Committee Recommendation for Payment to RW Mercer for Invoice #337576 | Draw #12 in the Amount of \$167,884.97 for Payment for Period Ending 12/31/2020

**C. Quality Improvement and Credentialing**

6. Approval of the Quality Improvement/Credentialing Report – January 2021
7. Approval of New Policies: 10-02 Contract and Agreement Management; 14-04 Crisis Residential Unit
8. Approval of Reviewed Policy: 15-01 Integrated Health

**APPOINTED COMMITTEE REPORTS**

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

**BOARD OF DIRECTORS**

**LEGISLATIVE AND POLICY COMMITTEE**

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

Earl Poleski joined the meeting at 7:25 pm.

- **LIFEWAYS SELF-DETERMINATION ADVISORY COMMITTEE**
- **AD HOC COMMITTEE – NOMINATING COMMITTEE**

**NEW BUSINESS**

LW 20-21-14 - Approval of Board Nominating Committee Recommendations for 2021 Slate of LifeWays Board Officers

Chair Peterson called for any nominations from the floor. There were no additional nominations.

Positions are effective February 1, 2021.

**MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, FOR APPROVAL OF BOARD NOMINATING COMMITTEE RECOMMENDATIONS FOR 2021 SLATE OF LIFEWAYS BOARD OFFICERS, AS FOLLOWS: RUTH BROWN, SECRETARY; JOHN**

**CLARK, TREASURER; BRUCE CASWELL, VICE CHAIR; JEFFREY PETERSON, CHAIR. MOTION CARRIED: 12-0**

## **REPORTS**

- **CHIEF EXECUTIVE OFFICER (CEO)**

Ms. Leonard reported on the following topic that was not included in this report.

Data analysis on staff Key Performance Indicators (KPIs) is being done and one department has a particularly exceptional report. Human Resources (HR) has worked very hard over the last year, especially in staff retention which has increased each quarter. The last quarter saw a 98% retention rate, which is outstanding compared to previous years. A lot of this speaks to the activities of HR around mentoring programs, leadership development and staff training.

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

- **LifeWays Update**
  - COVID-19 Status Update
  - LifeWays' Diversity, Equity and Inclusion (DEI) Plan Update
  - Ride to Wellness
  - Grant Opportunities
  - Certified Community Behavioral Health Clinic (CCBHC) Update
  - Michigan COVID-19 Vaccinations
  - Building Remodel – Phase 2 Completion
- **Mid-State Health Network (MSHN)**
  - MSHN Board Approvals
- **Michigan Department of Health and Human Services (MDHHS)**
  - MDHHS/Prepaid Inpatient Hospital Program (PIHP)/Community Mental Health Services Program (CMHSP) Weekly Meeting Update
- **State Legislative Update**
  - Lame Duck Tracker (Board Folder)
- **Upcoming Events**
  - “Diversity and Inclusion Around the Board Table” Training

Additionally, the CMHA's Contracts and Financial Issues (CFI) Committee is reviewing a proposal from the Recipient Rights Officers Association of Michigan (RROAM). More information will be shared with the RRAC, who may provide input.

Lastly, congratulations to board member Ruth Brown, who was reappointed to the LifeWays Board of Directors by the Hillsdale Board of County Commissioners to complete her term as a member of the public.

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

- **BOARD CHAIR**

Thank you to everyone for all that you do both within the committees and out in the community. I was joking with Karen [Cascaddan, Executive Director of Governance] that I'm going to run both years of my chairmanship through Zoom meetings. But she said, no, that the Zoom meetings are supposed to be done by March 31 according to the rules of the Open Meetings Act. I see that there was some indication of that in the paperwork today. However, I'm not holding my breath but let's hope that we can get back together again soon, safely.

Lastly, the Red Wings are back! Thank god hockey is back, what else can we do in the winter?

- **MEMBER COMMENTS**

- **Mr. Shotwell – You mean hockey is starting in football season? I can do without either one. Let's all keep safe and see the end of this COVID-19.**
- **Mr. Clark – I would like to say that we should end hockey season right now. The Red Wings are 2-2 and they probably won't make the playoffs. I would also like to make a comment on the progress of the DEI plan: it's impressive to see that this is coming together so nicely; it's been a long time coming. But sometimes we have to wait for good things, and it looks like we're on the right track. I would also like to thank several board members for reaching out to me during a particularly tough time. Your thoughts and consideration are always welcome.**
- **Ms. Brown – I want to thank the LifeWays administration, staff, and board for having me back again. It really means a lot to me. We have what started out as a depression support group [in Hillsdale] and we changed the name to the Mental Health Support Group. Pastor Lorie Nichols and I started the group five years ago this month (January 2016). The group has met every month for the last five years. Am so proud of this group as Hillsdale never had anything for depression or mental health in a support group setting before. It has helped a lot of people and it saved some people from suicide. We had two men at the meeting this week, during our five-year anniversary celebration, that have been there since the beginning. It's been great for Hillsdale; it's been one small thing that's needed. A piece of the puzzle to help with depression, mental health issues and suicide prevention. That's a big thumbs up! I thank everyone on the board for your support and I look forward to continuing on; it's a great board.**
- **Ms. Callison – I just want to say that Ken's [Berger, Corporate Compliance Officer] efforts of wearing a bowtie this evening did not go unnoticed; very dapper. I want to thank the board for the support of the development of the Self-D Advisory Committee. Again, I can't say enough about the work that we can support through the organization and the strides we can make. I'm very excited about the whole thing. I hope everyone had a great new year and it's good to start 2021 together.**

- **Mr. Woods** – I would like to personally thank the Chair for your comments to my granddaughter when you caught me trying to teach her how to parallel park. I have a new car and I was concerned for the safety of my automobile. She passed her driver's test so thank you for keeping her pumped up, she was pretty excited after talking to you. She said, "He said he can't parallel park;" I told her that you were probably telling her the truth. So, thank you for your help.
- **Mr. Caswell** – I reported last month about the situation with transporting patients from the Emergency Room to residential care in Hillsdale County. I made a motion at the Hillsdale [Board of County] Commissioners meeting and did not get a second. They lawyered up on Reading Emergency Unit and sent off a 45-page diatribe, which made me think of Shakespeare: "Me thinks thou doth protest too much." I've contacted MDHHS and made them aware of the issue. I've talked to CMHA and MSHN. And I'm going to write Governor Whitmer; she knows me and may read it. It's absolutely immoral what is happening. I've heard from a couple of others that the same thing has happened in their rural areas. And all that needs to be done, is to simply say that you have a patient in the Emergency Room. It should be treated in the same way as any other emergency and get it done. One thing I will say is, that if we do this, the state is going to have to pay more as this is an all-day deal to get the patient to a facility. But I'm not going to give up, I'm going to keep plugging away at it.
- **Dr. Rice** – I just want to say, what I've said many times, is how thankful and blessed I am to be a part of this board and this group. It's not that we all agree all the time as we don't but that's healthy. We certainly care about each other and we do put out prayers for people we care for and love. I want to throw this out really quick: for some reason, I decided to participate on the Persons Served Committee, which is part of the CMHA. I know we all have different committees and a variety of responsibilities with LifeWays, the state, and at the national level along with our personal lives. But I was so proud to be a part of the Persons Served Committee today and listen to a lot of people talk; as a matter of fact, Bruce Caswell was on it, too. I came to realize that we go for a long time without contact with our consumers, the very people we serve. If anyone wants to listen to the people we serve - listen to their hearts, their minds and what they have to say - attend the Persons Served Committee meeting in April.
- **Mr. Wiley** – I know the email went out as far as the COVID-19 vaccines in Hillsdale County. I was on a call this morning for Emergency Management that we've been doing monthly with the county. The Health Department indicated that they would be giving 300 doses of vaccine at the high school on Saturday [all appointments are full]. Hillsdale Hospital also indicated that they have ordered 3,500 doses and they'll know on Friday if they'll be receiving those next week. I'd like to share that my father has been sending me some quotes by Winston Churchill and, after scrolling through these earlier today, one comes to mind about the way I feel about this board and LifeWays in general: "The price of greatness is responsibility." I thought this one really applies to this organization.
- **Mr. Poleski** – First, I apologize for being late. I was at the first choir rehearsal that we've had in months. I consider that as a sort of therapy and so I felt as though I wanted to finish that tonight. Thank you for being gracious for letting

me be late. I've applied, and been appointed, to MAC's [Michigan Association of Counties] Human Services Committee so I look forward to working with them at a state level. If anyone has any observations about that, please pass them along. The first meeting is on January 25. I'm also looking forward to the building tour on Friday. Everyone have a good week.

- Ms. Carlson – I just wanted to say Happy New Year to everyone. And, to Ken, you should have let us know about the bowtie wearing, we would have partaken; should be a red heart one next month. I'm very excited to be working with Melissa and the Self-D Committee. Everything we have going on is very exciting. We'll finally be able to get things accomplished.
- Mr. Bohner – Ruth, I'm glad to have you back on the board, congratulations. John, I hope you are better soon. I hope we can get as many people vaccinated in the near future as possible so our lives can start to resemble what used to be normal. I do believe there will be a new normal out there. I miss seeing you people face-to-face.

#### **PUBLIC COMMENT**

Shannan Clevenger, Chief Operations Officer: Regarding COVID-19 vaccinations at Hillsdale Hospital: information was sent to all board members. Within the paperwork is a link you can click to make an appointment. When you reserve your time, make sure you are available four weeks from your appointment for the second dose. Note that Hillsdale Hospital will have available appointments, on a first-come-first-serve basis, on their website every Monday at 9:00 am.

Chair Peterson reiterated that no one is immune immediately after your second dose as the vaccination is only 95% effective. Please remain cautious even after being vaccinated.

#### **ADJOURNMENT**

There being no further business to come before the Board, Chair Peterson adjourned the meeting at 8:12 p.m.

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Ruth Brown, Secretary