



**MINUTES OF THE REGULAR MEETING
WEDNESDAY, FEBRUARY 17, 2021**

The LifeWays Board of Directors met in regular session via Zoom (due to the COVID-19 pandemic) on Wednesday, February 17, 2021.

BOARD MEMBERS PRESENT: Jeffrey Peterson (Chair), Jackson, MI; Bruce Caswell (Vice Chair), Adams Township, MI; Ruth Brown (Secretary), Hillsdale, MI; John Clark (Treasurer), Jackson, MI; Melissa Callison, Brooklyn, MI; Christine Carlson, Jackson, MI; Earl Poleski, Spring Arbor Township, MI; Carl Rice, Jr., Leoni Township, MI; Jim Shotwell, Sr., Jackson, MI; Mark Wiley, Quincy, MI; Edward Woods, Jackson, MI

BOARD MEMBERS ABSENT: Bradley Bohner

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer), Kenneth Berger, Latrelle Burk, Karen Cascaddan, Shannan Clevenger, Michael Cupp, D'Angela O'Dowd, Casie Robertson

OTHERS PRESENT: Brad Benzing

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 Edward Woods, 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 20-21-015 - Approval of Agenda of the February 17, 2021 Regular Business Meeting

MOTION BY MELISSA CALLISON, SUPPORTED BY JIM SHOTWELL, SR., FOR APPROVAL OF THE AGENDA OF THE FEBRUARY 17, 2021 REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 11-0

APPROVAL OF BOARD MINUTES

LW 20-21-016 - Approval of the Minutes of the Regular Business Meeting held on January 20, 2021

MOTION BY CARL RICE, JR., SUPPORTED BY RUTH BROWN, FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON JANUARY 20, 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.

SPECIAL ORDER TOPIC: RECIPIENT RIGHTS ANNUAL REPORT REVIEW FOR YEAR ENDED SEPTEMBER 30, 2020 – D’ANGELA O’DOWD, RECIPIENT RIGHTS OFFICER

D’Angela O’Dowd, Recipient Rights Officer, presented the Recipient Rights Annual Report for the year ended September 30, 2020. The report included the following topics.

- Annual Appeals Data
- Complaint Data
- Remediation Totals
- Training Received
- Training Provided
- Desired Outcomes for the Office and Progress of Previous Outcomes
- Recommendations to the Governing Board
- Training Chart
- Tables (used to populate the report)

Ms. O’Dowd then answered questions from the Board.

Q. Of the Desired Outcomes portion of the report, item #5 states “Recruit New/Additional Committee Members” (for the Recipient Rights Advisory Committee or RRAC) has been “discontinued.” Is this correct?

A. As this an ongoing item, it was felt that this goal could be discontinued from the report. Recruitment is always ongoing for new members of the RRAC, especially for primary

consumers. The RRAC is currently at capacity for members.

APPROVAL OF CONSENT AGENDA

LW 20-21-017 - Approval of the Consent Agenda (February 17, 2021 Regular Business Meeting)

MOTION BY MELISSA CALLISON, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF THE CONSENT AGENDA (FEBRUARY 17, 2021 REGULAR BUSINESS MEETING), AS PRESENTED. MOTION CARRIED: 11-0

A. Facilities

- 1. Approval to Accept RW Mercer Co. Invoice #337585 | Draw #13 in the Amount of \$223,347.37 and Recommendation to LifeWays Finance Committee Approval for Payment for Period Ending 1/29/2021**

B. Program & Finance

- 2. Approval to Accept Finance Report – December 2020**
- 3. Approval to Accept Expenses Report – December 2020 - \$7,937,207.65**
- 4. Approval to Accept the Facilities Committee Recommendation for Payment to RW Mercer for Invoice #337585 | Draw #13 in the Amount of \$223,347.37 for Payment for Period Ending 1/29/2021**
- 5. Approval of Out-of-State Travel for: Donald Wood, Executive Director of Human Resources, and Nikki Thomsen, Human Resources Generalist, to Attend the Society for Human Resource Management (SHRM) Annual Conference, June 20-23, 2021, in Chicago, IL for an Estimated Amount of \$4,484.00 to Include Transportation, Lodging and Meals**

C. Quality Improvement and Credentialing

- 6. Approval of the Quality Improvement/Credentialing Report – February 2021**
- 7. Approval to Accept the Recipient Rights Annual Report for Fiscal Year 2020**
- 8. Approval of New Policy: 16-05 Outpatient Substance Use Disorder (SUD) Services**
- 9. Approval of Revised Policy: 04-04 Waiver Services**
- 10. Approval of 2021 Revised Board Committee Meeting Calendar**

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
- LIFEWAYS SELF-DETERMINATION ADVISORY COMMITTEE

NEW BUSINESS

REPORTS

- CHIEF EXECUTIVE OFFICER (CEO)

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

- LifeWays Update
 - COVID-19 Status Update
 - Strategic Plan Update
 - Suicide Data
 - Human Resources Performance Data
 - LifeWays' Diversity, Equity, and Inclusion (DEI) Plan Update
 - Certified Community Behavioral Health Clinic (CCBHC) Update
 - AFC-N95 Mask Distribution
- 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**
 - **Governor’s Executive Budget**
- **Community Mental Health Association (CMHA) Update**
 - **CMHA Winter Conference Highlights**
- **Upcoming Events**
 - **“Diversity and Inclusion Around the Board Table” Training**

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

- **BOARD CHAIR**

I am continuously amazed at the amount of work, the amount of successes, and the amount of effort that is put into everything here at LifeWays. I was able to attend the walk-through of Phase Two; it’s beautiful. It’s going to be a very workable space and I can hardly wait to see what happens with the next phase or two. Hats off to everyone involved – Maribeth, Karen [Cascaddan, Executive Director of Governance], and your staffs. Also, the audit that took place last week turned out very well with the exception of a couple of things. There are always things that can be polished and be made better; that’s what the auditors look for. Hats off to staff for that. Also, for LifeWays receiving the CCBHC grant. I appreciate everything that everyone does, both the board and the staff.

- **MEMBER COMMENTS**

- **Ms. Callison – No comment.**
- **Ms. Carlson – No comment.**
- **Ms. Brown – Last week, I attended some of the CMHA Winter Conference sessions and it’s the first one that I’ve been able to participate in. It was exceptional and very well worth it. Thank you for giving me and the rest of the board the opportunity to participate.**
- **Mr. Poleski – No comment.**
- **Mr. Woods – I want to encourage everyone that, when you see your elected officials - such as Senator Stabenow and Representative Tim Walberg, the folks that work in Washington, DC with us – to be sure to express your thanks for helping LifeWays get the CCBHC grant. I must have been in Sen. Stabenow’s office a dozen times, talking about the CCBHC. Back when Michigan was first denied and everyone was frustrated with the situation, up until the last time I was in her office before the COVID-19 shut down started, I was in her office often. The last time I saw her, she pulled me out of the elevator and talked to me for a half-hour about LifeWays getting this process approved. She asked where we were at in the process and was very interested in us. This wasn’t political posturing; they really went to work and went to bat for us. Maribeth and I finally sat down with Rep. Tim Walberg last summer after trying to for years. He met with us for over an hour, listening and asking questions. He had no idea of what**

the impact would be for this community until then. So, when you see either of them, or reach out to them with an email or phone call, please thank them, for making Jackson and Hillsdale counties successful. Also, in preparation for my reappointment to this board, I went to the [Jackson Board of County Commissioners Human Services] Study Session, chaired by our own Mr. Poleski. They were very professional and very gracious. All of us that are up for reappointment were there; and Maribeth made a presentation. I know the Vice Chair very well; and they really a good job on behalf of our consumers as well as the citizens of our county.

- **Dr. Rice –** LifeWays, as we all know, and along with Maribeth’s report on the CCBHC, and other board member comments, and maybe I’m bragging on LifeWays, but we’re going to be able to serve our counties and the people that need our services in such a greater way going forward. I think that is extremely awesome. I truly appreciate all of the work that’s been put in to get this accomplished. And LifeWays is on the map throughout the whole state of Michigan now. Think about that.
- **Mr. Caswell –** I won a trophy in Little League and I was admiring it the next morning at breakfast. My brother came in and looked at me, then said, “You know what that trophy means?” And I looked at him and said, “What?” He said, “That means you were good yesterday; what have you done today?” And that’s the kind of attitude I want to see in our agency. We do a lot of good things; Maribeth, you’ve done wonderful things. But we gotta keep getting better.
- **Mr. Clark –** My first comment is that, Bruce, I’m sure you still have that trophy. My next comment is about the Human Resources Performance Data. When I first joined the board, turnover and our inability to retain good people was a huge problem. I think that the board, Maribeth, and everyone on this Zoom meeting tonight needs to pat themselves on the back as the no-turnover rate is almost 100%. The turnover rate is next to nothing and I think that this is a product of good management and good leadership from the board.
- **Mr. Wiley –** We’re going to see Maribeth at the Hillsdale Board of County Commissioners meeting next week, giving her quarterly report. There is a vaccination clinic via the Health Department at Hillsdale High School on Saturday [February 20, 2021]. I don’t know if all the slots are filled yet, but you can log onto Branch-Hillsdale-St. Joseph [Community Health Agency] website to see if there are openings.
- **Mr. Shotwell –** I think there needs to be more information on the agendas for the CMHA conferences. Specifically, I’ve been wanting to have a presentation on Andy’s Place. Mike Hirst has done a great job with that place, putting together financing without state or federal funding. They need help with little things, and I would like to see the public be made aware of not only their needs but of the services available. And I’d like for other agencies in the state to see what’s possible, to see what Mr. Hirst has done, to learn about the financing – he makes a great presentation that you learn something new from every time you hear it. He wants a platform to tell his story and I’d appreciate help in getting his story out there.

PUBLIC COMMENT

Michael Cupp, Director of Contracts and Provider Network Management: Direct from the great town of Homer, MI, in the corner between Hillsdale and Jackson, I wanted to thank the board members, particularly Dr. Rice and others that spoke up today about the Direct Care Workers (DCW) pass-through money. This is something near and dear to my heart as well; I think it's very important for our system. So, I wanted to thank you for that advocacy and encourage that advocacy to continue. I did provide some information to Dr. Rice that he requested through Karen, but I wanted to share a little bit of that with everybody because I don't think people realize that there's such a huge spectrum that the DCW get paid. Some get minimum wage, just under \$10 per hour, and we have some that are making \$21 per hour. There is no equity across the system as far as what DCW are paid, so whenever this topic comes up, and you all mentioned it, I try to speak up. I want to encourage those that have the influence around the state to look at doing not just a \$2 pass-through and making that permanent, but to really look at creating some sort of base rate/minimum wage. Those people that are making \$21 per hour, don't need the \$2 as much as the people making the \$10 per hour, and even then, they could use \$4 to \$5 an hour. I think we need to look at how to bring up the floor rather than an across-the-board \$2 per hour. Any advocacy that anyone can do, I highly recommend it. Again, I thank you for your efforts.

Brad Benzing, Hillsdale County Commissioner: Nice to be with you all this evening. I'm on the meeting merry-go-round today and getting back up to speed with MSHN. I think this is my fourth meeting today. I did want to let the board know, in regards to those mental health transfers, I am having a meeting with staff at the community health center tomorrow. I'll continue to work to breach the problem; I'm a big advocate. I have spent the past five years working for a transporting agency and am pretty familiar with both sides of the process, how and why things happen, as well as what all is involved with that. I will continue to be an advocate to see if we can get the behavioral transports in a timelier matter out of the Hillsdale Hospital and see if the agencies here are a little more cooperative in receiving them.

ADJOURNMENT

There being no further business to come before the Board, Chair Peterson adjourned the meeting at 8:35 p.m.

Ruth Brown, Secretary