



**MINUTES OF THE REGULAR MEETING
WEDNESDAY, MARCH 15, 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 Wednesday, March 15, 2023.

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

BOARD MEMBERS ABSENT: John Clark (Vice Chair)

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

OTHERS PRESENT: Sarah Knapp

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 Earl Poleski 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 Carlson, Peterson, and Schmitt 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 22-23-025 - Approval of Agenda of the March 15, 2023, Regular Business Meeting

**MOTION BY MARK WILEY, SUPPORTED BY BRADLEY BOHNER, FOR APPROVAL OF THE AGENDA OF THE MARCH 15, 2023, REGULAR BUSINESS MEETING, AS PRESENTED.
MOTION CARRIED: 8-0**

APPROVAL OF BOARD MINUTES

LW 22-23-026 - Approval of the Minutes of the Regular Business Meeting held on February 27, 2023

MOTION BY RAY SNELL, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON FEBRUARY 27, 2023, AS PRESENTED. MOTION CARRIED: 8-0

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 22-23-027 - Approval of the Consent Agenda (March 15, 2023, Regular Business Meeting)

MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, FOR APPROVAL OF THE CONSENT AGENDA (MARCH 15, 2023, REGULAR BUSINESS MEETING), AS PRESENTED. MOTION CARRIED: 8-0

A. Facilities

[No action items.]

B. Program & Finance

1. Approval to Accept Finance Report – January 2023
2. Approval to Accept Expenses Report – January 2023
3. Approval of Expenditure for Renewal of Office 365 Annual Subscription

C. Quality Improvement and Credentialing

[Due to lack of quorum at the March 2023 QI&CR Committee meeting, all items for approval 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

NEW BUSINESS

LW 22-23-028 - Approval of Quality Improvement and Credentialing Report – February 2023

MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF QUALITY IMPROVEMENT AND CREDENTIALING REPORT – FEBRUARY 2023, AS PRESENTED.
MOTION CARRIED: 8-0.

LW 22-23-029 - Approval of Fiscal Year 2023 Quarter 1 Board Corporate Compliance Committee Report

MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF FISCAL YEAR 2023 QUARTER 1 BOARD CORPORATE COMPLIANCE COMMITTEE REPORT, AS

PRESENTED. MOTION CARRIED: 8-0

LW 22-23-030 - Approval of Reviewed Policies: 07-01 Information Systems Infrastructure, Strategy and Management; 07-02 Information Security and Risk Management; 13-01 Functions of Access; 13-02 Access Screening; 13-03 Substance Use Disorder (SUD) Screenings; 13-05 Autism Screening; 15-02 Prevention Policy; 16-04 Jail Services

MOTION BY BRADLEY BOHNER, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF REVIEWED POLICIES: 07-01 INFORMATION SYSTEMS INFRASTRUCTURE, STRATEGY AND MANAGEMENT; 07-02 INFORMATION SECURITY AND RISK MANAGEMENT; 13-01 FUNCTIONS OF ACCESS; 13-02 ACCESS SCREENING; 13-03 SUBSTANCE USE DISORDER (SUD) SCREENINGS; 13-05 AUTISM SCREENING; 15-02 PREVENTION POLICY; 16-04 JAIL SERVICES, AS PRESENTED. MOTION CARRIED: 8-0

LW 22-23-031 - Approval of Revised Policies: 04-02 Clinical Program Management; 14-06 Crisis Intervention

MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF REVISED POLICIES: 04-02 CLINICAL PROGRAM MANAGEMENT; 14-06 CRISIS INTERVENTION, AS PRESENTED. MOTION CARRIED: 8-0

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 looks forward to finding solutions to establishing trust in the many diverse communities that are served by LifeWays.

Chair Caswell again recommended to all board members, but especially those new to the board, the book *The Body Keeps the Score: Brain, Mind, and Body in the Healing of Trauma* by Bessel van der Kolk, M.D. Karen Cascaddan, Executive Director of Governance, has a couple of copies left if anyone would like one.

As Chair Caswell has accepted an interim position at North Adams schools and has many upcoming family commitments, his attendance at certain committee meetings in April may be hindered. Apologies in advance.

- **MEMBER COMMENTS**

- Mr. Poleski – I look forward to voting for fellow board member Ray Snell's reappointment next week [as a member of the Jackson Board of County Commissioners].
- Dr. Rice – No comments.
- Ms. Schmitt – No comments.
- Ms. Callison – Thank you to staff for the quick response and due diligence with my LifeWays email being hacked. Would like to discuss changing the start time of the monthly board meeting. The Parents Advisory committee charter was discussed this week and returned to the CEO for review. Information on the local Michigan Victory Games team, the Jackson Tigers, are included in all board member's mail folders.

Chair Caswell asked Ms. Callison to provide a rationale for proposing an earlier start time for board meetings and invited her to attend the next Board Executive Committee meeting for discussion.

- Mr. Snell – No comments.
- Mr. Peterson – Would appreciate more information on the "PCs for People" program [Mr. Woods will provide information to the Governance office, which will be emailed to all board members].
- Mr. Wiley – Highly recommend to my Jackson counterparts to contact Amy Dolinky at the Michigan Association of Counties (MAC) for resources pertaining to Opioid Settlements. Found her to be incredibly knowledgeable and helpful with the work that needs to be done in Hillsdale County.
- Mr. Bohner – Thank you to Mr. Wiley for his vote for my reappointment to this board; I understand that I was his first (and only) choice. Mr. Bohner further discussed trauma in children, particularly in relation to a local incident. Would like to see more education for adults in the education setting.
- Ms. Carlson – No comments.
- Mr. Woods – Reported on attending the local Drug Summit recently and how gut wrenching the speeches were by the young people who spoke. Kudos to local providers and counselors that help turn people's lives around. Spoke volumes to how important our work is.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

There being no further business to come before the Board, Chair Caswell adjourned the meeting at 7:57 p.m.

Carl Rice, Jr., Secretary