



**MINUTES OF THE REGULAR MEETING
WEDNESDAY, SEPTEMBER 21, 2022**

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, September 21, 2022.

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

BOARD MEMBERS ABSENT: Edward Woods

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer); Kenneth Berger; Latrelle Burk; Richard Carpenter; Karen Cascaddan; Shannan Clevenger; Michael Cupp; Tyler Friend; Ashlee Griffes; Tenicia Hoaglin; Amon Hodge; Jon Johnston; David Lowe

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 Dr. Carl Rice, Jr., 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 (note: Board Member Jeffrey Peterson was noted as present; however, due to Open Meetings Act restrictions, was not eligible to vote on action items).

APPROVAL OF BOARD AGENDA

LW 21-22-051 - Approval of Agenda of the September 21, 2022, Regular Business Meeting

MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF THE AGENDA OF THE SEPTEMBER 21, 2022, REGULAR BUSINESS MEETING, AS PRESENTED. MOTION CARRIED: 9-0

APPROVAL OF BOARD MINUTES

LW 21-22-052 - Approval of the Minutes of the Regular Business Meeting held on August 17, 2022

MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON AUGUST 17, 2022, AS PRESENTED. MOTION APPROVED: 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.)

SPECIAL ORDER TOPIC: LIFEWAYS' SCHOOL SERVICES AND THREAT RESPONSE, DAVID LOWE, EXECUTIVE DIRECTOR, ACCESS & CRISIS SERVICES

David Lowe, Executive Director of Access & Crisis Services, presented an overview of the work and process of threat response by LifeWays then answered questions from the Board.

(A copy of the presentation can be found in the Board agenda packet as well as in the Supplemental Minutes book.)

SPECIAL ORDER TOPIC: LIFEWAYS' CYBERSECURITY REPORT, AMON HODGE, EXECUTIVE DIRECTOR, INFORMATION TECHNOLOGY

Amon Hodge, Executive Director, Information Technology, provided information regarding Information Systems security and answered questions from the Board.

(A copy of the presentation can be found in the Board agenda packet as well as in the Supplemental Minutes book.)

PUBLIC COMMENT

There were no public comments.

RECESS BUSINESS MEETING

Chair Caswell recessed the Regular Business Meeting at 8:02 p.m. to convene the Public Hearing.

RECONVENE

The Regular Business Meeting reconvened at 8:18 p.m.

APPROVAL OF CONSENT AGENDA

LW 21-22-053 - Approval of the Consent Agenda (September 21, 2022, Regular Business Meeting)

MOTION BY CARL RICE, JR., SUPPORTED BY JOHN CLARK, FOR APPROVAL OF THE CONSENT AGENDA (SEPTEMBER 21, 2022, REGULAR BUSINESS MEETING), AS PRESENTED. MOTION CARRIED: 9-0

A. Facilities

[Deferred to New Business Due to Lack of Quorum]

B. Program & Finance

- 1. Approval to Accept Finance Report – July 2022**
- 2. Approval to Accept Expenses Report – July 2022 - \$7,931,250.70**
- 3. Approval of Proposed Fiscal Year 2023 Budget – Revenues \$98,654,234 and Expenses \$98,642,080**

C. Quality Improvement and Credentialing

4. Approval of the Quality Improvement & Credentialing Report – September 2022
5. Approval of the Board Corporate Compliance Committee Report for Fiscal Year (FY) 2022 Quarter 3
6. Approval of the FY 2023 Risk Management Plan
7. Approval of Reviewed Governance Procedures: 01-01.02 Board of Directors Membership; 01-03.01 Role and Responsibility of Executive Administration; 01-05.01 Regional Entity Board Member Conflict of Interest Guidelines; 01-05.02 LifeWays Board Member Conflict of Interest Guidelines; 01-06.01 Agency Record Retention Guidelines
8. Approval to Set Aside Discussion on the Revised Governance Procedures to a Future Meeting
9. Approval of Reviewed Policies: 01-02 Board of Directors Operations; 01-03 Management Operations; 01-04 Management and Organizational Support; 01-08 Corporate Compliance; 01-09 Whistleblower's Protection Policy
10. Approval of Revised Policies: 01-01 Board of Directors Authority, Structure, Board Organization and Responsibility; 01-05 Conflict of Interest Policy; 01-06 Agency Records Management; 01-07 Delegation of Authority and Succession Planning; 13-08 Central Michigan 2-1-1 Services
11. Approval of Amendment No. 3 to the Agreement Between the Michigan Department of Health and Human Services and LifeWays for Community Mental Health Services Programs – 2022
12. Approval of Grant Agreement Between Michigan Department of Health and Human Services and LifeWays for Community Mental Health Services Programs – 2023

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
- MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS) OFFICE OF RECIPIENT RIGHTS ADVISORY COMMITTEE
- COMMUNITY MENTAL HEALTH ASSOCIATION

BOARD OF DIRECTORS

LEGISLATIVE AND POLICY
- 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 AD HOC BOARD OFFICER NOMINATING COMMITTEE

Committee Chair Bradley Bohner submitted the officer nomination.

NEW BUSINESS

LW 21-22-054 - Approval of Revised 2022 LifeWays Slate of Officers

MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, THAT A UNANIMOUS BALLOT BE CAST FOR THE BOARD NOMINATING COMMITTEE'S RECOMMENDATION FOR THE REVISED 2022 LIFEWAYS SLATE OF OFFICERS, AS FOLLOWS: CARL RICE JR., TREASURER.

Chair Caswell called for any nominations from the floor. There were no further nominations.

ROLL CALL VOTE: YEAS: BRADLEY BOHNER, MELISSA CALLISON, CHRISTINE CARLSON, BRUCE CASWELL, JOHN CLARK, EARL POLESKI, CARL RICE, JR., RAY SNELL, MARK WILEY. NAYS: NONE. ABSTAINED: JEFFREY PETERSON. ABSENT: EDWARD WOODS. MOTION APPROVED: 9-0

- LW 21-22-055 - Approval of the Selection of Covalle Group Architects, PLLC to Provide Architectural Services for the LifeWays Hillsdale Location Remodel Project and Authorize LifeWays Management to Negotiate a Contract for Approval by the Board of Directors**
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MOTION BY JOHN CLARK, SUPPORTED BY CHRISTINE CARLSON, FOR APPROVAL OF THE SELECTION OF COVALLE GROUP ARCHITECTS, PLLC TO PROVIDE ARCHITECTURAL SERVICES FOR THE LIFEWAYS HILLSDALE LOCATION REMODEL PROJECT AND AUTHORIZE LIFEWAYS MANAGEMENT TO NEGOTIATE A CONTRACT FOR APPROVAL BY THE BOARD OF DIRECTORS, AS PRESENTED. MOTION APPROVED: 9-0

- LW 21-22-056 - Approval of Out-of-Town Travel for Melissa Ladd-Patnode, Supervisor of Central Michigan 2-1-1, to Attend the 2-1-1 Leadership Summit on October 11-13, 2022, in Arlington, VA**
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MOTION BY BRADLEY BOHNER, SUPPORTED BY CARL RICE, JR., FOR APPROVAL OF OUT-OF-TOWN TRAVEL FOR MELISSA LADD-PATNODE, SUPERVISOR OF CENTRAL MICHIGAN 2-1-1, TO ATTEND THE 2-1-1 LEADERSHIP SUMMIT ON OCTOBER 11-13, 2022, IN ARLINGTON, VA, AS PRESENTED. MOTION APPROVED: 9-0

- LW 21-22-057 - Approval of Out-of-Town Travel for Melissa Ladd-Patnode, Supervisor of Central Michigan 2-1-1, to Attend the Alliance of Information and Referral Systems (AIRS) Annual Conference on October 17-18, 2022, in Baltimore, MD**
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MOTION BY MELISSA CALLISON, SUPPORTED BY BRADLEY BOHNER, FOR APPROVAL OF OUT-OF-TOWN TRAVEL FOR MELISSA LADD-PATNODE, SUPERVISOR OF CENTRAL MICHIGAN 2-1-1, TO ATTEND THE ALLIANCE OF INFORMATION AND REFERRAL SYSTEMS (AIRS) ANNUAL CONFERENCE ON OCTOBER 17-18, 2022, IN BALTIMORE, MD, AS PRESENTED. MOTION APPROVED: 9-0

- LW 21-22-058 - Approval of The Medicaid Managed Specialty Supports and Services Concurrent 1915(i)(c), 1115**

Waiver Program(s), the 1115 Healthy Michigan Plan and Substance Use Disorder Community Grant Programs Agreement between Mid-State Health Network and LifeWays, Effective October 1, 2022, through September 30, 2023

MOTION BY MELISSA CALLISON, SUPPORTED BY CHRISTINE CARLSON, FOR APPROVAL OF THE MEDICAID MANAGED SPECIALTY SUPPORTS AND SERVICES CONCURRENT 1915(I)(C), 1115 WAIVER PROGRAM(S), THE 1115 HEALTHY MICHIGAN PLAN AND SUBSTANCE USE DISORDER COMMUNITY GRANT PROGRAMS AGREEMENT BETWEEN MID-STATE HEALTH NETWORK AND LIFEWAYS, EFFECTIVE OCTOBER 1, 2022, THROUGH SEPTEMBER 30, 2023, AS PRESENTED. MOTION APPROVED: 9-0

LW 21-22-059 - Approval to Authorize the CEO to Sign Acceptance to Acquire Wisner Street Property through Quit Claim Deed

Jon Johnston, Safety Officer, presented on the information and answered questions from the Board.

MOTION BY CARL RICE, JR., SUPPORTED BY CHRISTINE CARLSON, FOR APPROVAL TO AUTHORIZE THE CEO TO SIGN ACCEPTANCE TO ACQUIRE WISNER STREET PROPERTY THROUGH QUIT CLAIM DEED, AS PRESENTED.

As the Board requested more information, it was recommended to send the topic to committees for further review.

MOTION BY EARL POLESKI, SUPPORTED BY RAY SNELL, FOR APPROVAL TO AMEND THE MOTION OF THE ACQUISITION OF THE WISNER STREET PROPERTY THROUGH QUIT CLAIM DEED AND SEND THE TOPIC TO THE FACILITIES AND FINANCE COMMITTEES FOR FURTHER REVIEW, AS PRESENTED. YEAS: BRADLEY BOHNER, JOHN CLARK, EARL POLESKI, CARL RICE, JR., RAY SNELL. NAYS: MELISSA CALLISON, CHRISTINE CARLSON, BRUCE CASWELL, MARK WILEY. ABSTAINED: JEFFREY PETERSON. ABSENT: EDWARD WOODS. MOTION APPROVED: 5-4

(A copy of the handouts presented to the Board can be found attached to these minutes and in the Supplemental Minutes portion of the Board Minutes Book.)

REPORTS

- **CHIEF EXECUTIVE OFFICER (CEO)**

Ms. Leonard gave an overview of the CEO report that contained information on the following topics.

- MDHHS Chief Deputy of Health's Upcoming Visit to LifeWays on Tuesday, September 27, 2022
- Update on Parent Advisory Committee
- Follow-up on Policy Review Concerns
- Update of the Certified Community Behavioral Health Clinic (CCBHC) Federal Grant Application
- Hillsdale Hospital Meeting
- State Hospital Admission and Beds
- I.M. Justice and Behavioral Health Survey
- Public Mental Health and Juvenile Justice Event
- 2022 Suicide Stomp
- Walk-A-Mile in My Shoes Rally
- Service Data Trended
- CCHBC Expansion and Refinement Announced by Centers for Medicare and Medicaid Services (CMS)
- Updates on Senate Bills 597 and 598 as well as Representative Whiteford's House Package
- New Bill Looks to Limit Wait Times on Mental Health Evaluations
- Upcoming Events

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

- **BOARD CHAIR**

Thank you to the Board Nominating Committee for their work and I now dissolve the committee as it has completed its charge.

Appreciation was expressed to those that gave presentations tonight for the great information and their hard work.

- **MEMBER COMMENTS**

- Jeffrey Peterson – No comment.
- Bradley Bohner – No comment.
- Ray Snell – Provided corrected information regarding his statement last month on the future hiring of Internal Revenue Service (IRS) agents.
- Carl Rice, Jr. – Thanked the Nominating Committee and the Board for his election as Board Treasurer.
- John Clark – Congratulated Dr. Rice on his election to Board Treasurer.
- Earl Poleski – Expressed gratitude for the presentations made tonight. Believes the right decision was made regarding the land acquisition.
- Melissa Callison – Reported on the State’s recent Recipient Rights Conference.
- Christine Carlson – No comment.
- Mark Wiley – Provided information on the following topics: State House Bills submitted on attending public meetings virtually; Diversity, Equity, and Inclusion articles; training for county employees; and an update on applications to fill the open board seat.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

There being no further business to come before the Board, Chair Caswell adjourned the meeting at 9:32 p.m.

Christine Carlson, Secretary



EXECUTIVE SUMMARY

Environmental Due Diligence
Commercial Vacant Parcel ID: 2-2439.B000

Assessment Report Findings for 1200 N. West Avenue in 2006 and Further Inquiry

In 2006, a baseline environmental assessment (BEA) was completed by Envirollogic Technologies, Inc. for LifeWays 1200 N. West Avenue. As part of that assessment, they referenced Phase I and Phase 2 environmental site assessments (ESA's) completed by ATC Associates in 2005 and 2006. A 440-page report that includes these assessments has been provided to both our attorney and Ric Scheele. It is also available for review upon request.

A Phase I primarily assesses the likelihood that a site is contaminated through visual observations, historical use reviews, and regulatory records, while a Phase II assesses whether contamination is in fact present through water and soil sampling. Just as important, the assessments completed included a reconnaissance of adjacent properties, to include the review of reports by the DEQ documenting the removal and site testing of both above and below ground storage tanks on the property to the northwest, hereby referred to as the LeFere property.

Eric Peterson, the Manager of Due Diligence Services at Envirollogic provided me a brief synopsis of the lengthy report. The property we are considering was not identified as a site of concern during these assessments. Nor was the LeFere property north of that location. Nor do either of these two sites appear on the EGLE environmental mapper, which allows users to view sites of known environmental contamination, both active and closed. This finding is supported by the fact that LifeWays proceeded with the purchase after paying for the above assessments. Since then, the property to the north has been further cleared in preparation of being sold.

In conclusion, the property being considered is a small undeveloped piece of land. There will be no significant hazardous substance use at the site during LifeWays ownership of the property. This will clearly provide for being able to distinguish existing contamination from a new release. Again, there is no known adverse changes to the properties mentioned since the assessments in 2005 and 2006.

It is for the above reasons that I think environmental due diligence has been completed on this site, and I would therefore recommend proceeding with the purchase upon our attorney's review and approval.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jon Johnston".

Jon Johnston
Director, Emergency Management



Parcel Report - Parcel ID: 2-2439.B000

8/31/2022



Owner Name EYDEL PROPERTIES III LLC
Owner Address 2501 COOLIDGE RD #501
 EAST LANSING, MI 48823
Homestead 0
Parcel Address N WISNER ST
 JACKSON, MI 00000
Property Class 202 - COMMERCIAL VACANT
Status Active
Acreage 0.99
Gov't Unit City of Jackson
Tax Unit City of Jackson
School District JACKSON PUBLIC SCHOOL
Liber/Page 2062-222

	2020	2021	2022
Taxable Value	\$10,950	\$11,103	\$11,469
Assessed Value	\$10,950	\$11,600	\$12,900

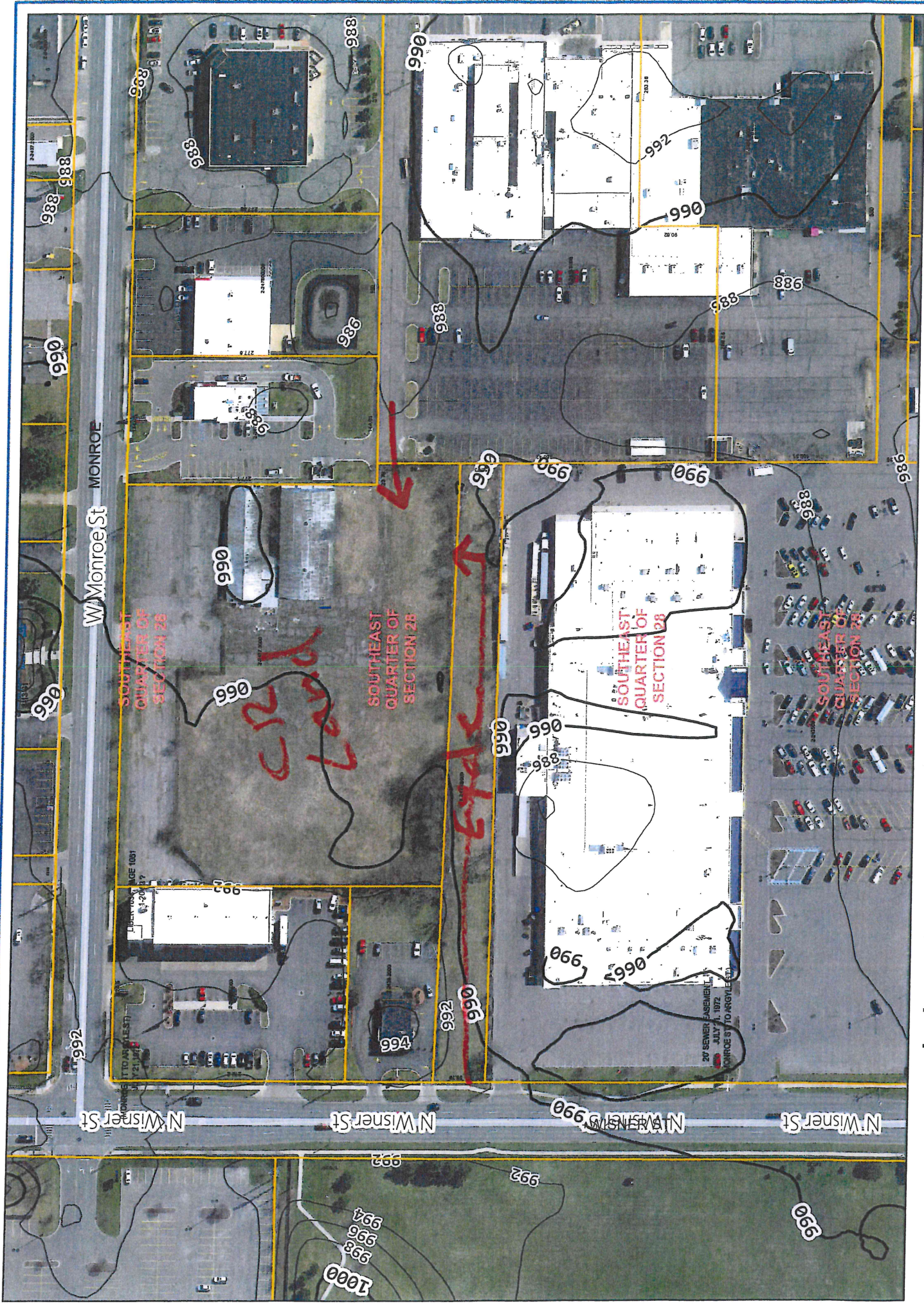
Tax Description:

2468.2C BEG AT A PT ON E LN OF WISNER ST 680 FT N OF N LN OF ARGYLE ST TH NLY ALG E LN OF WISNER ST 59.78 FT TH S 88 DEG 15' 25" E 701.57 FT TH S 1 DEG 10' W 50.73 FT TH WLY 701.56 FT TO POB SE 1/4 SEC 28 T2S R1W



WARNING: Displayed boundaries are NOT SURVEY GRADE and may not reflect legal property description. The intent of this map is to allow easy access and visual display of government information and services. Every reasonable effort is made to ensure the accuracy of this map and data; nevertheless, errors may occur.





Jackson County, MI

9/8/2022

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**MINUTES OF THE PUBLIC HEARING ON THE
FISCAL YEAR 2023 PROPOSED BUDGET
WEDNESDAY, SEPTEMBER 21, 2022**

The LifeWays Board of Directors held a Public Hearing on the Fiscal Year 2023 Proposed Budget in the Board Room at the LifeWays Building, 1200 N West Avenue, Jackson, Michigan, on Wednesday, September 21, 2022.

BOARD MEMBERS PRESENT: Bruce Caswell (Chair); John Clark (Vice-Chair); Christine Carlson (Secretary); Bradley Bohner; Melissa Callison; Jeffrey Peterson via Zoom; Earl Poleski; Carl Rice, Jr.; Ray Snell; Mark Wiley

BOARD MEMBERS ABSENT: Edward Woods

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer); Kenneth Berger; Latrelle Burk; Richard Carpenter; Karen Cascaddan; Shannan Clevenger; Michael Cupp; Tyler Friend; Ashlee Griffes; Tenicia Hoaglin; Amon Hodge; Jon Johnston; David Lowe

OTHERS PRESENT:

CALL TO ORDER

Chair Caswell called to order at 8:02 p.m. the Public Hearing on the Fiscal Year 2023 Proposed Budget.

Richard Carpenter, Executive Finance Director, contracted, gave an overview of the proposed budget, and answered questions from the Board.

PUBLIC COMMENT

There were no public comments.

BOARD COMMENTS

Earl Poleski submitted that the Finance Committee continues discussion and analysis of the mental health millage fund balances for each county. It was

acknowledged that the proposed budget includes full funding from each county's mental health millage.

ADJOURNMENT

MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, TO CLOSE THE PUBLIC HEARING ON THE FISCAL YEAR 2023 PROPOSED BUDGET AND RETURN TO THE REGULAR BUSINESS MEETING AT 8:18 PM. MOTION CARRIED: 9-0.

Christine Carlson, Secretary