



**MINUTES OF THE REGULAR MEETING
WEDNESDAY, JULY 19, 2023**

The LifeWays Board of Directors met in regular session in the Board Room at the LifeWays Building, 25 Care Drive, Hillsdale, Michigan on Wednesday, July 19, 2023.

BOARD MEMBERS PRESENT: John Clark (Vice Chair), Carl Rice, Jr. (Secretary), Bradley Bohner, Melissa Callison via Zoom, Christine Carlson, Jeffrey Peterson, Earl Poleski, Kathleen Schmitt, Ray Snell, Edward Woods

BOARD MEMBERS ABSENT: Bruce Caswell (Chair), Mark Wiley (Treasurer)

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer), Kenneth Berger, Ruth Brown, Latrelle Burk, Shannan Clevenger, Tyler Crawford, Michael Cupp, Jennifer Fitch, Ashlee Griffes, Tenicia Hoaglin, Jon Johnston, Inna Mason, Alexis Shapiro, Wade Stitt, Cassandra Watson

OTHERS PRESENT: Jason Kelly

CALL TO ORDER

Vice Chair Clark 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 Member Callison was noted as present; however, due to Open Meetings Act restrictions, Ms. Callison was ineligible to vote on action items).

APPROVAL OF BOARD AGENDA

LW 22-23-043 - Approval of Agenda of the July 19, 2023, Regular Business Meeting

MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF THE AGENDA OF THE JULY 19, 2023, REGULAR BUSINESS MEETING, AS AMENDED. MOTION CARRIED: 9-0

APPROVAL OF BOARD MINUTES

LW 22-23-044 - Approval of the Minutes of the Regular Business Meeting held on June 21, 2023

MOTION BY KATHLEEN SCHMITT, SUPPORTED BY CHRISTINE CARLSON, FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON JUNE 21, 2023, AS PRESENTED. MOTION CARRIED: 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.)

PUBLIC COMMENT

There were no public comments.

SPECIAL ORDER TOPIC – AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR ENDED SEPTEMBER 30, 2022 – JASON KELLY, CPA AND ASSURANCE SENIOR MANAGER, BDO USA, LLC

Mr. Kelly gave an overview of the audited statements and answered questions from the board.

(A copy of the report can be found in the Supplemental Minutes portion of the Board Minutes book.)

RECESS BUSINESS MEETING

Vice Chair Clark asked for a motion to recess the Regular Business Meeting in order to convene the Public Hearing.

MOTION BY JEFFREY PETERSON, SUPPORTED BY BRADLEY BOHNER, FOR APPROVAL TO RECESS THE REGULAR BUSINESS MEETING TO CONVENE THE PUBLIC HEARING, AS PRESENTED. MOTION APPROVED: 9-0

The Regular Business meeting was recessed at 7:14 p.m.

RECONVENE

The Regular Business Meeting reconvened at 7:20 p.m.

APPROVAL OF CONSENT AGENDA

LW 22-23-045 - Approval of the Consent Agenda (July 19, 2023, Regular Business Meeting)

MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF THE CONSENT AGENDA (JULY 19, 2023, REGULAR BUSINESS MEETING), AS PRESENTED.
MOTION CARRIED: 9-0

A. Facilities

[No action Items]

B. Program & Finance

1. Approval to Accept the Audited Financial Statements for Fiscal Year Ended September 30, 2022
2. Approval to Accept Finance Report – May 2023
3. Approval to Accept Expenses Report – May 2023

C. Quality Improvement and Credentialing

4. Approval of the Quality Improvement and Credentialing Report – June 2023
5. Approval to Accept and Place on File the LifeWays Office of Recipient Rights Semi-Annual Report to the Michigan Department of Health & Human Services for Fiscal Year 2023
6. 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 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
- 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 22-23-046 - Approval of Amendment No. 2 to the Fiscal Year 2023 Substance Use Disorder Contractual Agreement Between Mid-State Health Network and LifeWays for the Purpose of Treatment | Payment by Fee for Service
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To note, this contract provides for the installation and maintenance of a Narcan vending machine at the Hillsdale office.

MOTION BY RAY SNELL, SUPPORTED BY JEFFREY PETERSON, FOR APPROVAL OF AMENDMENT NO. 2 TO THE FISCAL YEAR 2023 SUBSTANCE USE DISORDER CONTRACTUAL AGREEMENT BETWEEN MID-STATE HEALTH NETWORK AND LIFEWAYS FOR THE PURPOSE OF TREATMENT | PAYMENT BY FEE FOR SERVICE, AS PRESENTED.
MOTION CARRIED: 9-0

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

Vice Chair Clark spoke to the office situation in Hilldale County. Thank you to Board Member Snell for his due diligence and assistance. Vice Chair Clark also reported on a recent discussion regarding meeting decorum.

- **MEMBER COMMENTS**

- Mr. Bohner – Expressed his wishes for appropriate office space in Hillsdale.
- Mr. Snell – No comment.
- Dr. Rice – No comment.
- Mr. Peterson – No comment.
- Mr. Woods – No comment.
- Ms. Carlson – No comment.
- Mr. Poleski – Reiterated his comments that office space in Hillsdale should be not only affordable but also meet LifeWays’ needs.
- Ms. Schmitt – No comment.
- Ms. Callison – Noted that the nomination application for the Cookie Grant Award, which will be presented at the upcoming Annual Recipient Rights Conference, will be shared with board members via email. Also, shared information regarding “aging out” or when a guardian is no longer able to assist with Self-Determination. Additionally, it is hoped that the Parent Advisory Committee will have its initial meeting in August. Lastly, congratulations to [Board Member] Ed Woods on his appointment as Chair of the National Council [for Mental Wellbeing] board.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

There being no further business to come before the Board, Vice Chair Clark adjourned the meeting at 7:49 p.m.

Carl Rice, Jr., Secretary



**MINUTES OF THE PUBLIC HEARING ON NEEDS ASSESSMENT – HILLSDALE COUNTY
WEDNESDAY, JULY 19, 2023**

The LifeWays Board of Directors held a Public Hearing on Needs Assessment – Hillsdale County in the Board Room at the LifeWays Building, 25 Care Drive, Hillsdale, Michigan, on Wednesday, July 19, 2023.

BOARD MEMBERS PRESENT: John Clark (Vice-Chair), Carl Rice, Jr. (Secretary), Bradley Bohner, Melissa Callison via Zoom, Christine Carlson, Jeffrey Peterson, Earl Poleski, Kathleen Schmitt, Ray Snell, Edward Woods

BOARD MEMBERS ABSENT: Bruce Caswell (Chair), Mark Wiley (Treasurer)

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer); Kenneth Berger, Ruth Brown, Latrelle Burk, Shannan Clevenger, Tyler Crawford, Michael Cupp, Jennifer Fitch, Ashlee Griffes, Tenicia Hoaglin, Jon Johnston, Inna Mason, Alexis Shapiro, Wade Stitt, Cassandra Watson

OTHERS PRESENT:

CALL TO ORDER

Vice Chair Clark called to order at 7:14 p.m. the Public Hearing on Needs Assessment – Hillsdale County.

Ms. Leonard stated that, in accordance with the Michigan Mental Health Code, each Community Mental Health Services Program (CMHSP) is required to annually conduct a needs assessment to determine the mental health needs of the residents of the county or counties it represents as well as to identify public and nonpublic services necessary to meet those needs. The information and data concerning the mental health needs of individuals with developmental disability, serious mental illness, and serious emotional disturbance is reported to the Michigan Department of Health and Human Services (MDHHS). This Public Hearing is only one component of data gathering as LifeWays also involves the public and providers in Hillsdale and Jackson counties in various ways to ensure that information is collected from numerous and appropriate sources.

PUBLIC COMMENT

There were no public members in attendance.

BOARD COMMENTS

Bradley Bohner – discussed his concerns on hiring and retaining staff and psychiatrists as well as the extreme need for public transportation in Hillsdale County.

ADJOURNMENT

MOTION BY CARL RICE, JR., SUPPORTED BY JEFFREY PETERSON, TO CLOSE THE PUBLIC HEARING ON THE NEEDS ASSESSMENT – HILLSDALE COUNTY AND RETURN TO THE REGULAR BUSINESS MEETING AT 7:20 PM. MOTION CARRIED: 9 -0.

Carl Rice, Jr., Secretary