



**MINUTES OF THE REGULAR MEETING
WEDNESDAY, SEPTEMBER 20, 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, September 20, 2023.

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

BOARD MEMBERS ABSENT: Melissa Callison, Christine Carlson

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer), Kaylene Armstrong, Kenneth Berger, Latrelle Burk, Richard Carpenter, Karen Cascaddan, Shannan Clevenger, Tyler Friend, Tenicia Hoaglin, Jon Johnston, David Lowe, Inna Mason, Alexis Shapiro, Jessica Tucelli, Cassandra Watson, Donald Wood

OTHERS PRESENT: Michael Hagerty

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. 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 Peterson was noted as present; however, due to Open Meetings Act restrictions, Mr. Peterson was ineligible to vote on action items).

APPROVAL OF AGENDA

LW 22-23-052 - Approval of Agenda of the September 20, 2023, Regular Business Meeting

MOTION BY MARK WILEY, SUPPORTED BY BRADLEY BOHNER, FOR APPROVAL OF THE AGENDA OF THE SEPTEMBER 20, 2023, REGULAR BUSINESS MEETING, AS PRESENTED.

MOTION CARRIED: 9-0

APPROVAL OF BOARD MINUTES

LW 22-23-053 - Approval of the Minutes of the Regular Business Meeting and the Public Hearing for Needs Assessment – Jackson County held on August 16, 2023

MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF THE MINUTES OF THE REGULAR BUSINESS MEETING AND THE PUBLIC HEARING FOR NEEDS ASSESSMENT – JACKSON COUNTY HELD ON AUGUST 16, 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.

RECESS BUSINESS MEETING

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

MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, 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 7:04 p.m.

Bradley Bohner left the public hearing at 7:55 pm

RECONVENE

Chair Caswell reconvened the Regular Business Meeting at 8:00 p.m.

APPROVAL OF CONSENT AGENDA

LW 22-23-054 - Approval of the Consent Agenda (September 20, 2023, Regular Business Meeting)

MOTION BY RAY SNELL, SUPPORTED BY KATHLEEN SCHMITT, FOR APPROVAL OF THE CONSENT AGENDA (SEPTEMBER 20, 2023, REGULAR BUSINESS MEETING), AS PRESENTED. MOTION CARRIED: 8-0

A. Facilities

[No action Items]

B. Program & Finance

1. Approval to Accept Finance Report – July 2023
2. Approval to Accept Expenses Report – July 2023

C. Quality Improvement and Credentialing

3. Approval of the Quality Improvement and Credentialing Report
4. Approval of the Corporate Compliance Report for Fiscal Year 2023 Quarter 3
5. Approval of the Corporate Compliance Work Plan Report for Fiscal Year 2023 Quarter 3
6. Approval to Support the Recommendation of the Recipient Rights Officer to Appoint Richard “Brock” Lutz to the Recipient Rights Advisory Committee/Appeals Committee
7. Approval of Grant Agreement Between Michigan Department of Health and Human Services and LifeWays for Comprehensive Services for Behavioral Health 2024 (A.R.E., Inc. – Hillsdale & Jackson Drop-In and Pre-Admission Screening Annual Resident Reviews

Bradley Bohner returned to the meeting at 8:01 p.m.

APPOINTED COMMITTEE REPORTS

- **LIFEWAYS BOARD EXECUTIVE COMMITTEE**
- **MID-STATE HEALTH NETWORK (MSHN) BOARD**

Congratulations to Edward Woods for being unanimously reappointed as Chair of

the MSHN Board for a third straight term.

Mr. Bohner will forward the MSHN Proposed Budget for Fiscal Year 2024 to Karen Cascaddan, Executive Director, Governance, for distribution to all LifeWays board members.

- 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 MENTAL HEALTH IN SCHOOLS ADVISORY COMMITTEE
- LIFEWAYS RECIPIENT RIGHTS ADVISORY COMMITTEE
- LIFEWAYS SELF-DETERMINATION ADVISORY COMMITTEE

NEW BUSINESS

- LW 22-23-055 - Approval to Accept Fiscal Year 2024 Proposed Budget – Revenues \$105,153,332 and Expenses \$105,663,954
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MOTION BY MARK WILEY, SUPPORTED BY RAY SNELL, FOR APPROVAL TO ACCEPT FISCAL YEAR 2024 PROPOSED BUDGET – REVENUES \$105,153,332 AND EXPENSES \$105,663,954, AS PRESENTED. MOTION CARRIED: 9-0

- LW 22-23-056 - Approval of the Resolution Authorizing LifeWays Membership in the West Michigan Health Insurance Pool (WMHIP) for a Minimum Three-Year Period
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Michael Hagerty, Area Senior Vice President, Arther J. Gallagher & Co. (AJG), gave the history and an overview of the program (aka The Pool) then answered the Board's questions.

MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF THE RESOLUTION AUTHORIZING LIFEWAYS MEMBERSHIP IN THE WEST MICHIGAN HEALTH

INSURANCE POOL (WMHIP) FOR A MINIMUM THREE-YEAR PERIOD, AS PRESENTED.

Discussion ensued, with contributions from Mr. Hagerty, Mr. Carpenter, Ms. Leonard, and Donald Wood, Executive Director of People & Culture.

REQUEST BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, TO WITHDRAW THE MOTION FOR APPROVAL OF THE RESOLUTION AUTHORIZING LIFEWAYS MEMBERSHIP IN THE WEST MICHIGAN HEALTH INSURANCE POOL (WMHIP) FOR A MINIMUM THREE-YEAR PERIOD.

MOTION BY EARL POLESKI, SUPPORTED BY RAY SNELL, TO DEFER THE APPROVAL OF THE RESOLUTION AUTHORIZING LIFEWAYS MEMBERSHIP IN THE WEST MICHIGAN HEALTH INSURANCE POOL (WMHIP) FOR A MINIMUM THREE-YEAR PERIOD TO THE OCTOBER 18, 2023, REGULAR BUSINESS MEETING, AS PRESENTED. ROLL CALL VOTE: YAYS: NONE. NAYS: BRADLEY BOHNER, BRUCE CASWELL, JOHN CLARK, EARL POLESKI, CARL RICE, JR., KATHLEEN SCHMITT, RAY SNELL, MARK WILEY, EDWARD WOODS. ABSENT: MELISSA CALLISON, CHRISTINE CARLSON. INELIGIBLE TO VOTE: JEFFREY PETERSON. MOTION FAILED: 0-9

MOTION BY MARK WILEY, SUPPORTED BY JOHN CLARK, FOR APPROVAL OF THE RESOLUTION AUTHORIZING LIFEWAYS MEMBERSHIP IN THE WEST MICHIGAN HEALTH INSURANCE POOL (WMHIP) FOR A MINIMUM THREE-YEAR PERIOD, AS PRESENTED. ROLL CALL VOTE: YAYS: BRADLEY BOHNER, BRUCE CASWELL, JOHN CLARK, EARL POLESKI, CARL RICE, JR., KATHLEEN SCHMITT, RAY SNELL, MARK WILEY, EDWARD WOODS. NAYS: NONE. ABSENT: MELISSA CALLISON, CHRISTINE CARLSON. INELIGIBLE TO VOTE: JEFFREY PETERSON. 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**

Chair Caswell appointed a Policy & Procedure Review Committee to work with Ms. Cascaddan in October to conduct the annual review of the Governance Policies & Procedures as well as the Board's Bylaws. Revisions will be brought to the committees in November and for full Board approval in December. Board members appointed to the Review Committee are Earl Poleski, Jeffrey Peterson, and Kathleen Schmitt as Committee Chair. Ms. Cascaddan will contact the committee members to schedule meetings. Observations from all board members are welcome.

- **MEMBER COMMENTS**

- Mr. Poleski – Reiterated his desire for a decision on what exactly is needed and wanted for the Hillsdale office space. Also, thank you to Chair Caswell for the appointment to the Policy & Procedure Review Committee; looks forward to refining the fund balance criteria. Finally, terminology matters in public meetings and a request was made for a presentation on the ten-year payback situation at a future meeting.
- Mr. Woods – Terminology does matter as does the delivery of that terminology through the use of respect and civility.
- Mr. Clark – No comment.
- Ms. Schmitt – No comment.
- Dr. Rice – Attended the recent Stomp Out Suicide event in Jackson and the Walk-a-Mile In My Shoes Rally in Lansing. Sad to have to hold these events but well worth the effort and both were well attended, especially by LifeWays staff.
- Mr. Snell – No comment.
- Mr. Wiley – Apologies for missing the Board Executive Committee meeting [on September 7, 2023]. It had to take a back seat to a rare night out with the missus.
- Mr. Bohner – No comment.
- Mr. Peterson – No comment.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

There being no further business to come before the Board, Chair Caswell adjourned the meeting at 9:27 p.m.

Carl Rice, Jr., Secretary



**MINUTES OF THE PUBLIC HEARING ON THE FISCAL YEAR 2024 PROPOSED BUDGET
WEDNESDAY, SEPTEMBER 20, 2023**

The LifeWays Board of Directors held a Public Hearing on the Fiscal Year 2024 Proposed Budget in the Board Room at the LifeWays Building, 1200 N West Avenue, Jackson, Michigan, on Wednesday, September 20, 2023.

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

BOARD MEMBERS ABSENT: Melissa Callison, Christine Carlson

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer), Kaylene Armstrong, Kenneth Berger, Latrelle Burk, Karen Cascaddan, Shannan Clevenger, Tyler Friend, Tenicia Hoaglin, Jon Johnston, David Lowe, Inna Mason, Alexis Shapiro, Jessica Tucelli, Cassandra Watson, Donald Wood

OTHERS PRESENT: Michael Hagerty

CALL TO ORDER

Chair Caswell called to order at 7:04 p.m. the Public Hearing on the Fiscal Year 2024 Proposed Budget.

RECORDING OF ATTENDANCE

The presence of all attending this meeting was recorded (note: Board Member Peterson was noted as present; however, due to Open Meetings Act restrictions, Mr. Peterson was ineligible to vote on action items).

**PRESENTATION OF THE FISCAL YEAR 2024 PROPOSED BUDGET – RICHARD CARPENTER,
EXECUTIVE DIRECTOR, FINANCE**

Mr. Carpenter reviewed the budget for and answered questions from Board members.

(A copy of the Fiscal Year 2024 Proposed Budget can be found in the Supplemental Minutes portion of the Board Minutes Book.)

PUBLIC COMMENT

There were no public comments.

Bradley Bohner left the public hearing at 7:55 pm.

BOARD COMMENTS

Ray Snell – Expressed appreciation for all of the comments and questions. Asked fellow board members to vote tonight with the understanding that the budget may very well change in the coming year.

ADJOURNMENT

MOTION BY KATHLEEN SCHMITT, SUPPORTED BY RAY SNELL, TO CLOSE THE PUBLIC HEARING ON THE FISCAL YEAR 2024 PROPOSED BUDGET AND RETURN TO THE REGULAR BUSINESS MEETING AT 8:00 PM. MOTION CARRIED: 8 -0.

Carl Rice, Jr., Secretary