



**MINUTES OF THE REGULAR MEETING
WEDNESDAY, NOVEMBER 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, November 15, 2023.

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

BOARD MEMBERS ABSENT: Kathleen Schmitt

STAFF MEMBERS PRESENT: Maribeth Leonard (Chief Executive Officer), Kenneth Berger, Latrelle Burk, Karen Cascaddan, Shannan Clevenger, Tyler Friend, Ashlee Griffes, Tenicia Hoaglin, Jon Johnston, David Lowe, Emily Purdey, Cassandra Watson

OTHERS PRESENT:

CALL TO ORDER

Chair Caswell called the Board Meeting to order at 7:00 p.m.

Chair Caswell expressed condolences to Edward Woods on the loss of his loved one.

INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was presented by Melissa Callison 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, they were ineligible to vote on action items).

APPROVAL OF AGENDA

LW 23-24-004 - Approval of Agenda of the November 15, 2023, Regular Business Meeting

MOTION BY BRADLEY BOHNER, SUPPORTED BY MARK WILEY, FOR APPROVAL OF THE

**AGENDA OF THE NOVEMBER 15, 2023, REGULAR BUSINESS MEETING, AS PRESENTED.
MOTION CARRIED: 10-0**

APPROVAL OF BOARD MINUTES

**LW 23-24-005 - Approval of the Minutes of the Regular Business Meeting held on
October 18, 2023**

**MOTION BY BRADLEY BOHNER, SUPPORTED BY RAY SNELL, FOR APPROVAL OF THE
MINUTES OF THE REGULAR BUSINESS MEETING HELD ON OCTOBER 18, 2023, AS
PRESENTED. MOTION CARRIED: 10-0**

PUBLIC COMMENTS

There were no public comments.

**SPECIAL ORDER TOPIC – ANNUAL BOARD CORPORATE COMPLIANCE EDUCATION -
KENNETH BERGER, CORPORATE COMPLIANCE OFFICER, AND EMILY PURDEY, ASSISTANT
COMPLIANCE OFFICER**

Mr. Berger reviewed the information provided and answered questions from the Board.

[Board Member John Clark left the meeting at 7:20 p.m.]

It was requested for a copy of the General Compliance Program Guidance be distributed to all board members (the Guidance was published by U.S. Department of Health and Human Services, Office of Inspector General on November 6, 2023).

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

APPROVAL OF CONSENT AGENDA

**LW 23-24-006 - Approval of the Consent Agenda (November 15, 2023, Regular
Business Meeting)**

**MOTION BY MELISSA CALLISON, SUPPORTED BY BRADLEY BOHNER, FOR APPROVAL
OF THE CONSENT AGENDA (NOVEMBER 15, 2023, REGULAR BUSINESS MEETING), AS
PRESENTED. MOTION CARRIED: 9-0**

A. Facilities

[No action Items]

B. Program & Finance

1. Approval to Accept Finance Report – September 2023
2. Approval to Recommend Scheduling the Topic of Mental Health Millage Rates for Both Hillsdale and Jackson Counties at the April 2024 Program and Finance Committee Meeting
3. Approval to Accept Expenses Report – September 2023

C. Quality Improvement and Credentialing

4. Approval of the Quality Improvement and Credentialing Report
5. Approval of the Memorandum of Understanding Regarding Spenddown Payment for Clubhouse Activities between Mid-State Health Network and LifeWays for Fiscal Year 2024
6. Approval of Reviewed Policies: 12-02 Community Benefit Policy; 15-01 Integrated Health Services
7. Approval of Revised Policies: 09-04 Workplace Conduct; 12-01 Public Relations; 13-02 Access Screening

APPOINTED COMMITTEE REPORTS

- **LIFEWAYS BOARD EXECUTIVE COMMITTEE**
- **MID-STATE HEALTH NETWORK (MSHN) BOARD**
Board Member John Clark returned to the meeting at 7:29 p.m.
- **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
- POLICIES, PROCEDURES & FORMS COMMITTEE

NEW BUSINESS

There was no new business.

REPORTS

- CHIEF EXECUTIVE OFFICER (CEO)

Maribeth Leonard, CEO, briefly highlighted the communications provided in the Board Folder, then gave an overview of the CEO Report.

(Copies of the Board Folder contents and the CEO Report can be found in the Supplemental Minutes portion of the Board Minutes Book.)

- BOARD CHAIR

Board Members are urged to attend all meetings in-person. Virtual attendance is available if needed though voting is not allowed. If you can't attend a meeting, please let the Governance office know at least 24 hours in advance to give plenty of time to plan.

Be sure to review the policies and procedures that will be voted on next month. Submit your comments to Karen Cascaddan, Special Assistant to the CEO, by November 25.

Chair Caswell spoke to the need to be as efficient and innovative as possible as future funding comes into question over the next few years.

Please contact your state representatives to make your feelings known about the upcoming assisted suicide bill.

- MEMBER COMMENTS

Board members were invited to give general remarks. Of note:

- Thank you to all Veterans at LifeWays for their service as well as to Board Member Mark Wiley.
- Deepest condolences to Board Member Edward Woods on the recent loss of his loved one and best wishes for his own good health.
- Please be aware, and make your loved ones aware, of the most recent sextortion blackmail schemes being used against vulnerable young people.

- A question was raised about whether long-term care facilities are bound by the same recipient rights rules. The answer will be researched and forwarded to board members via email as soon as possible.
- A guest speaker will attend the December board meeting to discuss trauma experienced by the suicide of a loved one.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further business to come before the Board, Chair Caswell adjourned the meeting at 8:17 p.m.

Carl Rice, Jr., Secretary