

**MINUTES OF THE
BOARD OF DIRECTORS OF SUMMIT POINTE REGULAR MEETING
February 6, 2024**

Meeting Location:	College Street Campus 175 College Street, Battle Creek, MI 49037
Meeting Time:	2:00 p.m.
Members Present:	Kathy-Sue Vette, Dr. Terance Lunger, Christina Ramos, Kelli Scott, Sherii Sherban (late), Dr. Tino Smith (late), Stephanie Swanson-Chang, Leroy Wright
Members Excused:	Joseph du Lac, Sheriff Steven Hinkley, Dr. Frank Straub, Dr. Paul Watson
Guest Present:	
Staff Present:	Jeannie Goodrich, David Ballmer, Dr. Sean Field, Mandi Quigley, Brianna Hyde, Helen Royal, Amy Reimann

1. Call to Order

Board Chair, Kathy-Sue Vette, called the meeting to order at approximately 2:00 p.m. Roll call was taken for members present. Based on the number of directors in attendance and pursuant to the by-laws, a quorum was not initially present to begin the meeting. CEO Jeannie Goodrich recommended beginning the meeting with the Organizational Presentation prior to the Action items on the agenda.

2. Welcome Guests/Public Comments

Board Chair, Kathy-Sue Vette, welcomed Board members and Summit Pointe staff. There were no Public Comments.

3. Organizational Activity – Retirement Funding – Carl Doerschler, Doerschler & Associates

Kathy-Sue Vette welcomed Carl Doerschler, from Doerschler & Associates, Wealth Management, for a presentation related to the Summit Pointe Retirement Plans.

Carl presented an overview of Summit Pointe’s Retirement Savings Plan and the Healthcare Retiree Account (HRA), held with Empower Retirement. The current value of each plan and the components of each plan were provided. As a Financial Advisor to Summit Pointe, Carl reviewed his role and responsibilities to the trustees of the plans and the participants inside of the retirement plans and fee disclosure.

The key statistics of the Summit Pointe Retirement Savings Plan in 2023 were reviewed. Carl presented the objectives of the Summit Pointe Healthcare Retiree Account (HRA) Conservative Model and the HRA Stable Model.

Carl outlined the Trustee Initiatives for 2023-2024. The Trustees of the plan are CEO, Jeannie Goodrich, Medical Director, Dr. James Gandy, and Finance Director, David Ballmer.

4. Adoption of the Agenda

A quorum was present to begin the Action Items of the Agenda.

MOTION:

Moved by: Dr. Lunger

Supported by: Kelli Scott

MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the agenda as presented.

5. Consent Agenda

MOTION:

Moved by: Kelli Scott

Supported by: Christina Ramos

MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the Consent Agenda (January 9, 2024, Minutes.)

6. Educational Presentation - Substance Use Care at Summit Pointe – Dr. Sean Field

Clinical Director, Dr. Sean Field, provided an update on the Substance Use program at Summit Pointe. He provided an update on the services and changes made with the SUD program, including the relocation of SUD services to the Summit Pointe South location, a MOUD with Bronson, the implementation of a IOP evening session, additional staff members, and the growth in customers that are served in the SUD program.

Dr. Field announced the 2024 initiatives include the integration of urine drug screening, continuity of care for MAT with Grace Health, an increase in early engagement and customer retention and dedicated coordination for detox. He concluded his presentation by sharing a customer success story.

7. Board Committee Reports

A. Audit Finance Committee – Kelli Scott

Audit Finance Committee Chair, Kelli Scott, provided highlights from the minutes of the Audit/Finance Committee Zoom meeting on February 2, 2024. The November FY2024 Financial Statements were reviewed. Kelli noted that in future financial statements there will be some adjustments between Medicaid revenue and CCBHC revenue.

Kelli announced that the Audit Finance Committee recommended one item for Board review and approval regarding the Rehmann Robson Human Resources Contract.

MOTION:

Moved by: Christina Ramos

Supported by: Dr. Lunger

MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the contract with Rehmann Robson for consultation and support services.

B. Corporate Compliance Committee – Dr. Terance Lunger

Corporate Compliance Committee Chair, Dr. Terance Lunger reviewed the highlights from the Corporate Compliance Committee meeting on January 17, 2024.

The Corporate Compliance Committee recommended an amendment to Board Policy No. 01-008, Board Member Code of Conduct. It was noted that the amendments were made to bring Summit Pointe into conformance with CARF governance standards.

MOTION:

Moved by: Sheri Sherban

Supported by: Leroy Wright

MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the recommended changes to Board Policy No. 01-008.

C. HR Committee – Leroy Wright

HR Committee member, Leroy Wright provided the January 19, 2024, HR Committee meeting report. He provided an update on the HR Team staffing and a Collective Bargaining Update. CEO Jeannie Goodrich presented the updated organizational chart. She explained that the organizational chart revisions are intended to support the implementation of the team model and a lean management approach to problem solving.

**8. Other Items Requiring Board Action of Approval
Board Policy Review**

Management recommends no changes to Board Policies No. 03-008, Communication and Support to the Board, and No. 01-004, Chairperson Role.

**MOTION: Dr. Smith
Supported by: Kelli Scott
MOTION UNANIMOUSLY ADOPTED**

**I move that the Board reaffirm Board Policies
No. 03-008 and No. 01-004.**

Management recommends that the Board approve the changes to Board Policy 01-006, Committee Structure.

**MOTION: Kelli Scott
Supported by: Dr. Smith
MOTION UNANIMOUSLY ADOPTED**

**I move that the Board approve the recommended
changes to Board Policy No. 01-006.**

Management recommends that the Board approve two new members of the Customer Advisory Committee (CAC). The CAC members will serve for two (2) consecutive years, with terms ending on September 30.

**MOTION: Christina Ramos
Supported by: Dr. Lunger
MOTION UNANIMOUSLY ADOPTED**

**I move that the Board approve the recommended
membership of the Customer Advisory Committee.**

9. CEO Communication – Jeannie Goodrich

Jeannie provided the CEO monthly report, highlighting updates from the CEO, HR, Facilities, Clinical Programming, and Compliance. She highlighted that Board members are invited to join staff at the Employee Appreciation Breakfasts with the dates and locations detailed on the cover of the Board packet.

It was announced that the rollout of the Blanchard Team Leadership and Self-Leadership model trainings will begin in March and all staff will complete the trainings over the next few months. The HR Team is continuing to recruit for a HR Manager and HR Generalist. The Facilities update highlighted that a comprehensive plan will be implemented to track the major improvements needed for the commercial and residential buildings. An update on buyer interest in the SPAC property was provided. Jeannie provided an update on a phone alert system that is expected to be implemented by the end of April 2024. Clinical Programming and Corporate Compliance highlights were referenced in the CEO communication.

10. SWMBH Board Update – Sherii Sherban

SWMBH Board representative, Sherii Sherban, announced that Susan Rawdan, Policy Governance Consultant, will be attending the May 7, 2024, Summit Pointe Board meeting to receive feedback to the questions posed in SWMBH power point presentation distributed to the eight CMH member boards. Sherii announced that the next SWMBH Board meeting will be held on February 9, 2024. She will provide updates to the Board.

The Board reviewed the power point regarding the upcoming visit from Susan Radwan. The Board requested a full presentation relative to this work at the next Board meeting.

11. Other Business

A. SWMBH PBIP

CEO, Jeannie Goodrich presented the FY 2024 Performance Bonus Incentive Pool (PBIP) distribution proposal from SWMBH. She provided the response from the Region 4 CEOs and announced that CEOs are meeting with their respective boards. SWMBH's response will be discussed at the February 28, 2024, SWMBH Operations Committee meeting. Discussion followed. Jeannie will provide more information at the March Board meeting. The Board is supportive of the collective efforts of the Region 4 CEOs to collect as much of the PBIP monies as possible.

B. Board Chair Updates

Board Chair, Kathy-Sue Vette announced the Board Committee meeting dates in February.

12. Adjournment

There being no further business to consider, the meeting was adjourned at approximately 4:15 p.m.