

**MINUTES OF THE
BOARD OF DIRECTORS OF SUMMIT POINTE REGULAR MEETING
November 4, 2025**

Meeting Location:	College Street Campus 175 College Street, Battle Creek, MI 49037
Meeting Time:	2:00 p.m.
Members Present:	Deborah Davis, Joseph du Lac, Kelli Scott, Stephanie Swanson-Chang, Kathy-Sue Vette, Dr. Monique French, Elizabeth Rudolph, Dr. Paul Watson II, Bryan Smith, Sgt. Sean Brown
Members Excused:	Sheriff Steven Hinkley, Sherii Sherban
Staff Present:	Jean M. Goodrich, Dorothy Malcolm, Dr. Sean Field, David Ballmer, Mandi Quigley, Carly Stanton

1. Call to Order

Board Chair, Deborah Davis, called the meeting to order at approximately 2:04 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 present to begin the meeting.

2. Welcome Guests/Public Comments

Board Chair, Deborah Davis, welcomed Board members and Summit Pointe staff. There were no Public Comments.

Deborah welcomed Sgt. Sean Brown to the Summit Pointe Board of Directors.

3. Adoption of the Agenda

MOTION:

Moved by: Kathy-Sue Vette

Supported by: Bryan Smith

MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the Amended Agenda as presented.

4. Consent Agenda

MOTION:

Moved by: Kelli Scott

Supported by: Joe du Lac

MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the Consent Agenda (October 7, 2025, Minutes.)

Deborah took a moment to remind the Board of Directors about Relias, the new platform that will be used to push out annual trainings and presentation information to the Board in an effort to prioritize timely meetings.

5. Educational Presentation – Strategic Planning 2021-2026 – Jeannie Goodrich

Jeannie provided an educational presentation on the Strategic Plan for 2021-2026. She touched on key focus areas including recruitment, staff engagement and culture, and finance.

6. 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 meeting held on October 29, 2025. September 2025 Financials were reviewed. The Audit/Finance Committee proposed two action items for the Board to review.

The Board Resolution is:

CALHOUN COUNTY COMMUNITY MENTAL HEALTH AUTHORITY DBA SUMMIT POINTE

BOARD RESOLUTION AUTHORIZING PUBLIC ENTITY MEMBERSHIP IN THE WEST MICHIGAN HEALTH INSURANCE POOL ("WMHIP") FOR A MINIMUM THREE-YEAR PERIOD

PREMISES

A. The Western Michigan Health Insurance Pool ("WMHIP") is a Public Employer Pooled Plan ("PEPP") that provides pooled self-funded health insurance coverage, as authorized by the Public Employees Health Benefit Act, Act 106 of 2007.

B. WMHIP has received from the Michigan Department of Insurance and Financial Services ("DIFS") a certificate of registration authorizing establishment of the PEPP.

C. The Board has had opportunity to consider the obligations of the Public Entity to WMHIP and PEPP plans, and services available to the Public Entity by WMHIP, and has carefully reviewed the WMHIP Amended Trust Agreement and Bylaws.

D. The Board desires to authorize membership of the Public Entity in the WMHIP for a minimum period of three years.

NOW, THEREFORE, the Board of the Public Entity hereby resolves:

1. The Board approves the WMHIP Amended Trust Agreement and bylaws, and accepts WMHIP provision of Public Entity self-funded, pooled health insurance coverage under the PEPP plan.

2. The Superintendent, Manager, or CFO of the Public Entity or, with their approval, the person appointed by the Board as WMHIP Trustee or Alternate Trustee, is hereby authorized to execute all documents necessary for the Public Entity to become a Member in the WMHIP PEPP plan.

3. The Board hereby confirms its appointment of the following persons as Trustee and Alternate Trustee to serve as Trustee when the initial Trustee is not available or in attendance to carry out the Trustee's duties:

As required by law, neither the Trustee nor the Alternate Trustee is an owner, officer, or employee of any third-party administrator or any other third party providing services to WMHIP. The Trustee and Alternate Trustee shall serve until replaced by action of the Board. Once appointments are made known to the WMHIP, the persons appointed shall remain in office until the WMHIP receives evidence of appointment of other persons. Evidence of proper appointment of the Trustee and Alternate Trustee shall be a certified copy of the resolution passed by the Board, indicating the names of the designated Trustee and/or Alternate Trustee. Failure of the Public Entity to designate a Trustee, or the failure of that Trustee/Alternate Trustee to participate on the Board of Trustees, shall not affect the responsibilities or duties of the Public Entity under the Amended Trust Agreement.

4. The Public Entity shall continue participation in the WMHIP for a minimum of three full years under its PEPP plan.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same are hereby rescinded.

6. The Board authorizes a contract with Gallagher Benefit Services to serve as the Broker of Record.

RESOLUTION ADOPTED ON NOVEMBER 4, 2025.

MOTION:
Moved by: Kathy-Sue Vette
Supported by: Dr. French
MOTION UNANIMOUSLY ADOPTED
BY ROLL CALL VOTE

I move that the Board authorize the CEO and/or other designated officers to enter into a public entity membership in the West Michigan Health Insurance Pool ("WMHIP") for a minimum of three years.

MOTION:
Moved by: Kathy-Sue Vette
Supported by: Dr. French
MOTION UNANIMOUSLY ADOPTED BY ROLL CALL VOTE

I move that the Board approve the resolution to elect the 80%/20% cost-sharing model as presented.

B. Corporate Compliance Committee – Dr. Paul Watson II

Corporate Compliance Committee Chair, Dr. Paul Watson II, provided highlights from the minutes of the Corporate Compliance Committee meeting held on October 15, 2025. The Corporate Compliance Committee proposed one action item for the Board to review.

MOTION:
Moved by: Dr. French
Supported by: Kathy-Sue Vette
MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the changes and adopt the FY2026 Compliance Plan and Compliance Work Plan.

C. HR Committee – Stephanie Swanson-Chang

Human Resources Committee Chair, Stephanie Swanson-Chang, provided highlights from the minutes of the Human Resources Committee meeting held on October 17, 2025. The Human Resources Committee proposed one action item for the Board to review.

MOTION:
Moved by: Kathy-Sue Vette
Supported by: Stephanie Swanson-Chang
MOTION UNANIMOUSLY ADOPTED

I move that the Board reaffirm Board Policy No. 03-006 Emergency Executive Succession Plan.

7. Other Items Requiring Board Action or Approval

A. Board Policy Review

Jeannie walked the Board through the proposed changes to Board Policy:

No. 05-003 Investment Policy Statement for the Summit Pointe Retirement Savings Plan

MOTION:
Moved by: Bryan Smith
Supported by: Kathy-Sue Vette
MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the changes to Board Policy No. 05-003.

Management recommended no changes to Board Policy:

No. 05-004 Investment Policy Statement for the Summit Pointe Health Reimbursement Account Plan

MOTION:
Moved by: Kelli Scott
Supported by: Kathy-Sue Vette
MOTION UNANIMOUSLY ADOPTED

I move that the Board reaffirm Board Policy No. 05-004.

B. Customer Advisory Committee Membership Recommendation

Compliance Director, Mandi Quigley recommended the Board approve the named customers for appointment to serve on the Customer Advisory Committee (CAC) with terms ending September 30, 2027.

MOTION:

Moved by: Kathy-Sue Vette

Supported by: Stephanie Swanson-Chang

MOTION UNANIMOUSLY ADOPTED

I move that the Board approve the named customers for appointment to serve on the Customer Advisory Committee (CAC) to serve two consecutive years, with terms ending on September 30, 2027.

8. CEO Communication – Jeannie Goodrich

Jeannie provided the CEO monthly report highlighting the key areas of the organization.

9. SWMBH Board Update – Sherii Sherban

In Sherii's absence, Jeannie provided a brief update regarding the SWMBH Board Meeting.

10. Board Chair Update – Deborah Davis

Deborah announced the dates of upcoming Board Committee Meetings. Corporate Compliance will be held on November 19, 2025, at 8:00 am. Human Resources will be held on November 21, 2025, at 12:00 pm. And Audit/Finance will be held on December 18, 2025, at 12:00 pm. She then announced that the next Board meeting will be held on January 6, 2026, at 2:00 pm.

11. Adjournment

MOTION:

Moved by: Joseph du Lac

Supported by: Kathy-Sue Vette

MOTION UNANIMOUSLY ADOPTED

I move that the Board adjourn the meeting.

There being no further business to consider, the meeting was adjourned at approximately 3:01 p.m.