

**MINUTES OF THE  
BOARD OF DIRECTORS OF SUMMIT POINTE REGULAR MEETING  
January 9, 2024**

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

**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 present to begin the meeting.

**2. Welcome Guests/Public Comments**

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

**3. Adoption of the Agenda**

**MOTION:**

**Moved by: Dr. Smith**

**Supported by: Dr. Watson**

**MOTION UNANIMOUSLY ADOPTED**

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

**4. Consent Agenda**

**MOTION:**

**Moved by: Dr. Straub**

**Supported by: Dr. Lunger**

**MOTION UNANIMOUSLY ADOPTED**

**I move that the Board approve the Consent Agenda (November 7, 2023 Minutes.)**

**5. Organizational Activity – Employee Survey – Jeannie Goodrich and Kerreen Conley**

CEO, Jeannie Goodrich, and Interim HR Director, Kerreen Conley presented the results of the Summit Pointe Staff Survey that was conducted in June 2023. Jeannie and Kerreen reviewed the summary of the findings for the categories of the Orientation Program, Leadership, Communication, and Diversity. Highlights of staff comments were reviewed. Jeannie detailed the action plan for each of the categories and reported that a resurvey will be conducted in March 2024.

## 6. Educational Presentation

### Recipient Rights Annual Report - Kent Rehmann

Kent Rehmann, Recipient Rights Officer, reviewed the Recipient Rights Annual Report, as presented to the Michigan Department of Health and Human Services. Kent reviewed the statistical data on complaints filed, substantiation of complaints by category, and trends compared to the previous year. The number of training courses provided by the Rights office in FY23 were highlighted, as well as the current desired outcomes and the progress of previous outcomes.

**MOTION:**

**Moved by: Dr. Watson**

**Supported by: Dr. Straub**

**MOTION UNANIMOUSLY ADOPTED**

**I move that the Board approve the Recipient Rights 2023 Annual Report.**

On an annual basis, the participants of the Recipient Rights Advisory Committee shall be reviewed and approved by the Summit Pointe Board. The recommended slate of Recipient Rights Advisory Board members was presented.

**MOTION:**

**Moved by: Dr. Lunger**

**Supported by: Sherii Sherban**

**MOTION UNANIMOUSLY ADOPTED**

**I move that the Board approve the Recipient Rights Advisory Committee for 2024.**

## 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 December 19, 2023. The September FY2023 Financial Statements were reviewed. Kelli noted that Kelli announced one action item requiring Board review and approval.

Motion to approve the removal of Meghan Taft and Matthew Wehrmeyer from the credit card and allocate an additional \$5,000 to Helen Royal with the remaining allocated to the CEO's monthly credit card limit.

**MOTION:**

**Moved by: Sherii Sherban**

**Supported by: Christina Ramos**

**MOTION UNANIMOUSLY ADOPTED**

**I move that the Board approve the removal of Meghan Taft and Matthew Wehrmeyer from the credit card and allocate an additional \$5,000 to Helen Royal with the remaining allocated to the CEO's monthly credit card limit.**

### B. Corporate Compliance Committee – Dr. Terance Lunger

The Corporate Compliance Committee did not meet in November or December, 2023.

### C. HR Committee – Dr. Frank Straub

The HR Committee did not meet in November or December, 2023.

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

Management recommends no changes to Board Policies:

- No. 01-001 Governance Commitment;
- No. 05-001 Freedom of Information Act
- No. 05-002 Open Meetings Act
- No. 05-003 Investment Policy Statement for Summit Pointe Retirement Savings Plan and the Summit Pointe Pension Plan
- No. 05-004 Investment Policy Statement for the Summit Pointe Health Reimbursement Account Plan

**MOTION: Kelli Scott**

**Supported by: Dr. Lunger**

**MOTION UNANIMOUSLY ADOPTED**

**I move that the Board reaffirm Board Policies No.**

**No. 01-001, 05-001, 05-002, 05-003, 05-004.**

Management recommends that the Board approve the changes to Board Policies No. 01-002 Governing Style and No. 01-003 Board Job Description. The recommended changes bring Summit Pointe into conformance with the CARF Standards.

**MOTION: Christina Ramos**

**Supported by: Dr. Straub**

**MOTION UNANIMOUSLY ADOPTED**

**I move that the Board approve the recommended**

**changes to Board Policies No. 01-002 and 01-003.**

**9. CEO Communication – Jeannie Goodrich**

Jeannie provided the CEO monthly report highlighting the new format of the CEO communication memo. She highlighted the reports from the HR, Facilities, Clinical Programming, and Compliance Directors.

**10. SWMBH Board Update – Sherii Sherban**

SWMBH Board representative, Sherii Sherban, announced that the next SWMBH Board meeting will be held on January 12, 2024. She provided an update that several members of the Board will be meeting regarding the SWMBH video presentation. She will provide an update to the Board.

**11. Adjournment**

There being no further business to consider, the meeting was adjourned at approximately 3:30 p.m.