



PREPAID INPATIENT HEALTH PLAN

Our Mission: Promoting opportunities for Recovery, Discovery, Health and Independence for individuals receiving services through ease of access, high quality of care and best value.

Region 10 PIHP Board Meeting Minutes

July 18, 2025, 9:00 a.m.

Region 10 PIHP, 2186 Water St. Port Huron, MI 48060

Board Members Present: Lori Curtiss, Bobbie Cutcher, Dr. Niketa Dani, Ellen Ellenburg, Ted Hammon, Joyce Johnson, Bob Kozfkay, Ed Priemer, Nancy Thomson, Jerry Webb

Board Members Absent: John Groustra, Chad Polmanteer, Reverend Rabon Turner, Rex Ziebarth

Staff Present: *Region 10 PIHP Staff:* Kelly VanWormer, Chief Executive Officer; Richard Carpenter, CFO; Carrie Benacquisto, Finance Manager; Lauren Campbell, Chief Information Officer; Brittany Simpson, Compliance Manager; Robin Kalbfleisch, Recording Secretary

CMH Staff: Wil Morris, Sanilac CMH; Dan Russell, GHS; Brooke Sankiewicz, Lapeer CMH; Deb Johnson, St. Clair CMH; Telly Delor, St. Clair CMH

Guests: None

1. **Call to Order** at 9:00 a.m. by Chairperson Curtiss and roll call was conducted.
2. **Citizens Wishing to Address the Board:** None
3. **Action: Approval of Agenda:** Chairperson Curtiss noted that item 7.A. will be moved to a closed session at the end of the meeting. 25-0089: Moved by Mr. Hammon, seconded by Ms. Joyce Johnson, to approve the revised agenda as presented. **MOTION CARRIED**
4. **Action: Approval of Previous Meeting Minutes:** 25-0090: Moved by Ms. Thomson, seconded by Ms. Joyce Johnson, to approve the June 20, 2025, meeting minutes as presented. **MOTION CARRIED**
5. **CEO Report:** Presented by Ms. VanWormer.
6. **Finance**
 - A. **Action: Approval of Monthly Finance Report – May 2025:** Report presented by Mr. Carpenter. 25-0091: Moved by Mr. Kozfkay, seconded by Ms. Thomson, to approve the monthly Finance Report for May 2025 as presented. **MOTION CARRIED**
 - B. **Action: Monthly Payment Report – May 2025:** Report presented by Mr. Carpenter. 25-0092: Moved by Mr. Hammon, seconded by Dr. Dani, to approve the Monthly Payment Report for May 2025 as presented. **MOTION CARRIED**
 - C. **Action: Employee Retention Plan:** Ms. VanWormer presented the Region 10 Employee Retention Plan document and discussion occurred. 25-0093: Moved by Mr. Webb, seconded by Ms. Thomson, to move forward with further discussion on the retention plan as submitted. Additional discussion occurred and it was determined to

allow for a shorter-term plan for retention payments, and to revisit the plan after the RFP is issued. Moved by Ms. Thomson, seconded by Dr. Dani, to amend the motion to approve quarterly retention payments for two quarters through December 2025, as noted on the retention plan. **MOTION CARRIED** Another plan may be brought back to the Board after December 2025 when there is more information on the RFP.

7. **Quality Management**

A. Action: FY2025 Q3 Quality Improvement (QI) Workplan Report

Presented by Ms. Campbell. A question was asked about the number of goals being carried over into the next year, with Ms. Campbell reporting that it was at least 50%. 25-0094: Moved by Ms. Thomson, seconded by Mr. Webb, to approve the FY2025 Q3 Quality Improvement (QI) Workplan Report as presented. **MOTION CARRIED**

B. SFY2024 External Quality Review Technical Report

Report presented by Ms. Campbell.

8. **Policies**

A. Action: Home and Community Based Services Provisional Approval Process 05.03.14

Ms. Campbell presented the revised policy. 25-0095: Moved by Ms. Thomson, seconded by Ms. Joyce Johnson, to approve the Home and Community Based Services Provisional Approval Process Policy # 05.03.14 as presented. **MOTION CARRIED**

9. **Substance Use Disorder**

A. Meeting Minutes (7.1.25): Presented by Chairperson Curtiss.

B. Action: PA2 Request: Presented by Ms. VanWormer. 25-0096: Moved by Mr. Kozfkay, seconded by Ms. Thomson, to approve the Genesee County PA2 request for the GHS event *No Menthol Sunday* in the amount of \$35,200.

10. **MDHHS Procurement Initiative**

A. Letter to Governor: Presented by Ms. VanWormer.

B. CMHA Flyer: Presented by Ms. VanWormer.

Ms. VanWormer thanked SCCCMH for the recent Legislative Breakfast.

A flyer was presented about the upcoming *Enhancing Board Governance Training* at SCCCMH.

11. **Any Other Business to Properly Come Before the Board**: None

12. **Citizens Wishing to Address the Board**: None

13. **Executive Committee Report**

Closed Session: 25-0097: Moved by Ms. Thomson, seconded by Mr. Priemer, to go into closed session to discuss CEO contract. **MOTION CARRIED** by roll call vote. Ayes: Lori Curtiss, Bobbie Cutcher, Dr. Niketa Dani, Ellen Ellenburg, Ted Hammon, Joyce Johnson, Bob Kozfkay, Ed Priemer, Nancy Thomson, Jerry Webb. Nays: None. Discussion occurred about closed sessions.

Ms. VanWormer requested to go into closed session to obtain feedback on her performance as CEO. 25-0098: Moved by Ms. Thomson, seconded by Mr. Kozfkay, to amend the motion to go into closed session for a performance review, as requested by Ms. VanWormer. **MOTION CARRIED** Closed session started at 10:47 a.m.



Reconvened from closed session at 11:04 a.m.

A. Action: CEO Contract:

Chairperson Curtiss provided recommendations from the Executive Committee for Ms. VanWormer's CEO contract. Recommended salary, PTO, and retirement were discussed. The additional amount recently approved for her continued responsibilities as COO will continue through September 30, 2025. 25-0100: Moved by Mr. Webb, seconded by Mr. Hammon, to accept the CEO contract as recommended by the Executive Committee. **MOTION CARRIED** by roll call vote. Ayes: Lori Curtiss, Bobbie Cutcher, Dr. Niketa Dani, Ellen Ellenburg, Ted Hammon, Joyce Johnson, Bob Kozfkay, Ed Priemer, Nancy Thomson, Jerry Webb. Nays: None. The CEO contract will be effective May 16, 2025.

14. **Adjournment:** With no further business to discuss, Chairperson Curtiss adjourned the meeting at 11:34 a.m.

Respectfully submitted,

Reviewed and approved,

Robin Kalbfleisch,
Recording Secretary

Region 10 PIHP Board
Secretary / Designee