



June 30<sup>th</sup>, 2026, 5:00 pm  
Pivotal Conference Room

- I. **Approval of Agenda** *Welcome & Preliminaries: the focus for our meeting.*
- II. **Public Comment:** *Guests and visitors can comment, with a maximum of 3 mins. per person.*
- III. **Consent Agenda** *Ratification and approval of minutes & non-debatable items \*\* (L. Rosado)*
  - a. **Contracts April 2026** pg 1
  - b. **Contracts May 2026** pg 2
  - c. **Check Register April 2026** pg 3
  - d. **Check Register May 2026** pg 7
  - e. **Meeting Minutes April 2026** pg 11
- IV. **Monitoring Reports** *Assuring Executive and Organizational Performance (C. Bullock)*
  - a. **Public Executive Limitations:** *Is the organization operating within the boundaries the Board sets?*
    - i. **EL V.07** – Asset Protection \* pg 15
    - ii. **EL V.05** – Financials April/May\* pg 17
      1. Cashflow Analysis pg 23
      2. Q3 Investment Report pg 25
- V. **Performance on Ends:** *Is the organization on track with its vision? (C. Bullock)*
  - a. **Report on Ends Accomplishments** – N/A
  - b. **Discussion on Implication of Ends Report** – Subpart 2
- VI. **Board Policy Review** *Do our existing policies reflect the board's current values (L. Rosado)*
  - a. **VI.09** – Cost of Governance – Amanda M. pg 37
  - b. **I.2 - By-Laws** – Raul M. pg 38
  - c. **I.1 - Mission/Vision** - Stacy L. pg 44
  - d. **VI.10 - Recipient Rights Advisory Committee** – Luis R. pg 45
- VII. **Board Decisions (Motions) Actions:** *Only the Board has the authority to make them. (L. Rosado)*
  - a. **July Board Meeting\***
  - b. **Second Wave Media\*** pg 49
  - c. **Diekema Hamann\*\*** pg 53
- VIII. **Board Work on Ends, Linkage Activities, and Board Education (L. Rosado)**
- IX. **Communications:** *Keep the Board current on significant events and operations. (C. Bullock)*
  - a. **Director's Report May 2026** pg 59
  - b. **Director's Report June 2026** pg 61
  - c. **Affinity House Advisory Board Meeting Minutes May 2026** pg 62
  - d. **Pivotal Customer Advisory Committee Meeting Minutes May 2026** pg 80
- X. **Board Process Review and Adjourn:** *How did we use our time, discuss relevant information, and make decisions according to our policies? What will we do in the next meetings to improve our preparation, debate, and process for decision-making? \**

\*Motion required \*\*Roll Call Vote

Recess is Available upon request.

**IF YOU ARE UNABLE TO ATTEND, PLEASE GET IN TOUCH WITH THE BOARD OFFICE (269-467-1001 x 395). NEXT REGULAR MEETING: July 14<sup>th</sup>, 8:30 a.m.- 2:30 p.m. 61809 Stonegate Dr, Sturgis, MI, 49091.**

**Contracts for Board Meeting 5/26/26**

Clinical Contracts						
Provider Direct	Staff Responsible	Type of Service	Annual Budget Per Diem Cost	Explanation	Contract Dates	Board Approved
Elaine Home	J. Cupp	Specialized Residential	H2016: \$700 T1020: \$175	Specialized Residential	6/11/26-9/30/26	
ADAPT	J. Cupp	Outlook Clubhouse	H2030: \$300	Clubhouse	5/15/26-9/30/26	

**Contracts for Board Meeting 6/30/26**

Clinical Contracts						
Provider Direct	Staff Responsible	Type of Service	Annual Budget Per Diem Cost	Explanation	Contract Dates	Board Approved
Elaine Home	J. Cupp	Specialized Residential	H2016: \$700 T1020: \$175	Specialized Residential	6/11/26-9/30/26	
ADAPT	J. Cupp	Outlook Clubhouse	H2030: \$300	Clubhouse	5/15/26-9/30/26	
Professional Rehabilitation Services DBA Rebound Home and Community Therapy	J. Cupp	ABA	97151: \$21.25-\$30 0362T: \$21.25-\$30 97153: \$16.50 97154: \$.73-\$2.19 97155: \$21.25-\$30 97156: \$21.25-\$30 97157: \$1.42-\$6.00 97158: \$1.43-\$4.29 0373T: \$22.20-\$30.00	Adding a Location	6/11/26-9/30/26	

PIVOTAL				
Disbursements				
April 2026				
Payment Date	Check/RM #	Vendor	Amount	Description
04/03/26	RM-02164	BRANDI BELCHER	250.00	Contract-Access/UM
04/03/26	RM-02165	CRETSINGER CARE HOMES LTD	14,425.23	Specialized Residential
04/03/26	RM-02166	PINE REST CHRISTIAN MHS	14,234.00	Inpatient Services
04/03/26	RM-02167	KRISTI MERRILLS	42.72	Emplo ee Reimbursement
04/03/26	RM-02168	HANNAH ROBERTS	1,580.00	Contract-Mobile Crisis
04/03/26	RM-02169	TRAYBEE LLC	600.00	Contract-Mobile Crisis
04/03/26	RM-02170	KIF LLC	1,500.00	Contract-Mobile Crisis
04/03/26	RM-02171	DEAR COUNTRY AFC	13,560.80	Specialized Residential
04/03/26	RM-02172	GREAT LAKES CLEANING SERVICE	1,150.00	Contract-Janitorial
04/03/26	RM-02173	GIDDINGS AFC II	11,552.15	Specialized Residential
04/03/26	RM-02174	WMU CENTER FOR DISABILITIES	1,860.65	Autism Provider
04/03/26	RM-02175	INSPIRATION STUDIO DESIGNS	5,924.90	Marketing/Supplies
04/03/26	RM-02176	AUTISM OF AMERICA LLC	2,050.50	Autism Provider
04/03/26	RM-02177	GIDDINGS AFC HOME LLC	12,710.00	Specialized Residential
04/03/26	RM-02178	LIFETREE BEHAVIORAL HEALTH LLC	55,558.15	Autism Provider
04/03/26	RM-02179	WINDSWEPT THERAPEUTIC RIDING	630.00	CLS Provider
04/03/26	RM-02180	MIRACLE'S LAWN SERVICE	275.00	Contract-Snow Removal
04/03/26	RM-02181	ROSLUND, PRESTAGE & COMPANY, PC	4,800.00	Financial Audit - Engagement Fee Remainder
04/03/26	RM-02182	CERTASITE LLC	3,435.69	Building Maintenance
04/03/26	RM-02183	RIPPLE EFFECTS AUTISM LEARNING CENTER	33,549.00	Autism Provider
04/03/26	RM-02184	AREA WIDE TRANSPORT	292.00	Client Transportation
04/03/26	RM-02185	AUTISM SPECTRUM THERAPIES LLC	6,036.00	Autism Provider
04/03/26	RM-02186	GAGAN S PC	10,346.00	Contract-Medical Director
04/03/26	RM-02187	PLEASANT PINES	38,584.14	Specialized Residential
04/03/26	RM-02188	BCA - STONECREST CENTER	9,090.00	Specialized Residential
04/03/26	RM-02189	HARBOR OAKS HOSPITAL	3,027.00	Inpatient Services
04/03/26	RM-02190	SPECTRUM COMMUNITY SERVICES	4,905.60	Autism Provider
04/03/26	RM-02191	PETER CHANG ENTERPRISES INC	12,984.69	EHR System
04/03/26	RM-02192	ADAPT INC	59,397.63	Specialized Residential
04/03/26	RM-02193	STATE OF MICHIGAN (STATE INPATIENT)	8,849.71	Inpatient Services
04/03/26	RM-02194	AGAPE AFC HOME	16,776.27	Specialized Residential
04/03/26	RM-02195	KONICA MINOLTA BUSINESS SOLUTIONS	6,782.00	Contract- Printer/Copiers
04/03/26	RM-02196	ST JOSEPH COMMUNITY CO-OP INC	27,734.20	Specialized Residential
04/03/26	RM-02197	STUART WILSON, CPA PC	6,244.04	Fiscal Intermediary
04/03/26	RM-02198	KENDRICK STATIONERS INC	3,113.66	Office Furniture
04/03/26	RM-02199	REHMANN LLC	40,972.50	Contract-Billing
04/03/26	RM-02200	BRONSON-ACADIA JOINT VENTURE LLC	7,075.13	Inpatient Services
04/03/26	RM-02201	WINGS OF HOPE LLC	41,572.02	Autism Provider
04/03/26	RM-02202	WINGS OF HOPE - STURGIS	15,776.83	Autism Provider
04/03/26	RM-02203	MRC INDUSTRIES INC	1,109.88	CLS Provider
04/03/26	RM-02204	HIGH POINT NETWORKS LLC	13,950.00	IT Vulnerability Assessment
04/03/26	065615	MICHIGAN MUNICIPAL RISK MGMT AUTH	28,741.75	Policy Installment 2/3
04/03/26	065616	SEMCO ENERGY GAS COMPANY	702.57	Utilities
04/03/26	065617	LRS, LLC	187.91	Utilities
04/03/26	065618	FIDELITY SECURITY LIFE (Eye Med)	1,073.96	Employee Benefit
04/03/26	065619	COMCAST	249.92	Utilities
04/03/26	065620	MICHIGAN GAS UTILITIES	161.55	Utilities
04/03/26	065621	CINTAS CORP	380.85	Supplies
04/03/26	065622	SUMMIT POINTE	2,000.00	Contract-Customer Service
04/03/26	065623	SCHOOL OF SOCIAL WORK-CONTINUING EDUCATION	50.00	Employee Benefit
04/10/26	RM-02205	CAROL NACCARATO	374.00	Board Per Diem
04/10/26	RM-02206	MICHIGAN ORGANIZING COMMITTEE 925	1,582.55	Employee Union Dues
04/10/26	RM-02207	QUILL CORPORATION	439.88	Supplies
04/10/26	RM-02208	ST JO CO UNITED WAY	204.00	Employee Donations
04/10/26	RM-02209	HOLLY LAGO LLC	1,650.00	Contract-Mobile Crisis
04/10/26	RM-02210	TRAYBEE LLC	1,280.00	Contract-Mobile Crisis
04/10/26	RM-02211	BRYANN BOOKS	2,250.00	Contract-Mobile Crisis
04/10/26	RM-02212	AMANDA MILLER	50.00	Board Per Diem
04/10/26	RM-02213	KRISTI MERRILLS PLC	2,820.00	Contract-Mobile Crisis
04/10/26	RM-02214	GREAT LAKES CLEANING SERVICE	1,150.00	Contract-Janitorial
04/10/26	RM-02215	STACY LINIHAN	50.00	Board Per Diem
04/10/26	RM-02216	LUIS ROSADO	50.00	Board Per Diem
04/10/26	RM-02217	HIP PADDERS CATERING	1,500.00	All Staff Meeting
04/10/26	RM-02218	DAMON KNAPP	50.00	Board Per Diem

PIVOTAL			
Disbursements			
April 2026			
04/10/26	RM-02219	KONICA MINOLTA PREMIER FINANCE	1,875.25 Contract-Printer/Copier
04/10/26	RM-02220	AMN HEALTHCARE LANGUAGE SERVICES INC	987.09 Translation Service
04/10/26	RM-02221	DATA GUARDIAN	97.00 Utilities
04/10/26	RM-02222	CATHI ABBS	68.85 Board Per Diem
04/10/26	RM-02223	KATHERINE DECKER	143.50 Board Per Diem
04/10/26	RM-02224	RICHARD SHAFFER	50.00 Board Per Diem
04/10/26	RM-02225	WAYNE SIMMONS	25.00 Committee Member Per Diem
04/10/26	RM-02226	TWIN COUNTY COMMUNITY PROBATION CENTER	3,115.00 DRC Payment
04/10/26	RM-02227	BRONSON-ACADIA JOINT VENTURE LLC	1,092.00 Inpatient Services
04/10/26	RM-02228	QLER PHYSICIAN MEDICAL GROUP	7,375.00 Contract-Psychiatry
04/10/26	RM-02229	IRIS TELEHEALTH MEDICAL GROUP	18,651.00 Contract-Outpatient
04/10/26	RM-02230	ISABELLA POWELL	25.00 Committee Member Per Diem
04/10/26	RM-02231	ZACHARY REED	50.00 Board Per Diem
04/10/26	RM-02232	VENTURE RESOURCING LLC	5,000.00 Consulting
04/10/26	RM-02233	BLUEBIRD MIDWEST LLC dba BLUEBIRD FIBER	1,552.32 Utilities
04/10/26	065624	FRED'S PHARMACY	634.45 ACT Clients Pharmacy
04/10/26	065625	WASTE MANAGEMENT OF MICHIGAN	260.06 Utilities
04/10/26	065626	WEX BANK	1,721.90 Gas Cards
04/10/26	065627	FRONTIER	490.07 Utilities
04/10/26	065628	COMCAST	419.70 Utilities
04/10/26	065629	INDIANA MICHIGAN POWER	328.39 Utilities
04/10/26	065630	Client Name	15.00 Client Overpayment Refund
04/17/26	RM-02234	BRANDI BELCHER	475.00 Contract-Access/UM
04/17/26	RM-02235	GRYPHON PLACE	865.60 Contract-After Hours Emergency
04/17/26	RM-02236	PARMETER AFC	9,361.69 Specialized Residential
04/17/26	RM-02237	PINE REST CHRISTIAN MHS	9,947.00 Inpatient Services
04/17/26	RM-02238	HOLLY LAGO LLC	900.00 Contract-Mobile Crisis
04/17/26	RM-02239	ST JO CO TRANSPORTATION AUTHORITY	3,312.00 Clubhouse Transportation
04/17/26	RM-02240	JETSY BEAN LLC	1,280.00 Contract-Mobile Crisis
04/17/26	RM-02241	ISOLVED BENEFIT SERVICES	82.69 Employee Benefit
04/17/26	RM-02242	DEAR COUNTRY AFC	13,229.60 Specialized Residential
04/17/26	RM-02243	GREAT LAKES CLEANING SERVICE	1,150.00 Contract-Janitorial
04/17/26	RM-02244	GREATER HEIGHTS AFC	10,805.67 Specialized Residential
04/17/26	RM-02245	AUTISM OF AMERICA LLC	8,601.00 Autism Provider
04/17/26	RM-02246	MAPLECREST LLC	3,183.00 Lease-Storage
04/17/26	RM-02247	NYUMBANI AFC	11,541.42 Specialized Residential
04/17/26	RM-02248	LIFETREE BEHAVIORAL HEALTH LLC	59,889.20 Autism Provider
04/17/26	RM-02249	AUNALYTICS INC	504.00 Phone System
04/17/26	RM-02250	JERGENS PIPING CORPORATION	938.00 Building Maintenance
04/17/26	RM-02251	ELISABETH ROBERTS	50.00 Board Per Diem
04/17/26	RM-02252	RIPPLE EFFECTS AUTISM LEARNING CENTER	42,804.00 Autism Provider
04/17/26	RM-02253	GAGAN S PC	16,748.00 Contract-Medical Director
04/17/26	RM-02254	FOREST VIEW HOSPITAL	17,792.00 Inpatient Services
04/17/26	RM-02255	FLATROCK MANOR	56,889.32 Specialized Residential
04/17/26	RM-02256	COVERED BRIDGE HEALTHCARE	240.00 New Hire Drug Screen
04/17/26	RM-02257	HARBOR OAKS HOSPITAL	14,773.00 Inpatient Services
04/17/26	RM-02258	KATHERINE DECKER	71.75 Board Per Diem
04/17/26	RM-02259	RESIDENTIAL OPPORTUNITIES INC	107,717.25 Specialized Residential
04/17/26	RM-02260	COMMUNITY LIVING OPTIONS	28,446.97 Specialized Residential
04/17/26	RM-02261	PLEASANT ACRES LLC	45,597.60 Specialized Residential
04/17/26	RM-02262	THE MEADOWS	35,935.88 Specialized Residential
04/17/26	RM-02263	FALCO CORPORATION	10,218.84 Specialized Residential
04/17/26	RM-02264	SPECTRUM COMMUNITY SERVICES	190.00 Autism Provider
04/17/26	RM-02265	MEYERS MOVING & STORAGE INC	183.06 Storage Unit Fee
04/17/26	RM-02266	ADAPT INC	247,088.76 Specialized Residential
04/17/26	RM-02267	CENTURYLINK	87.37 Utilities
04/17/26	RM-02268	BEACON SPECIALIZED LIVING SERVICES INC	13,950.00 Specialized Residential
04/17/26	RM-02269	ST JOSEPH COMMUNITY CO-OP INC	14,352.19 Specialized Residential
04/17/26	RM-02270	STUART WILSON, CPA PC	22,899.44 Fiscal Intermediary
04/17/26	RM-02271	REBEKAH WAGAMAN	3,733.20 Contract-Mobile Crisis
04/17/26	RM-02272	BRIDGETTE MULVANEY LMSW LLC	3,990.00 Contract-Mobile Crisis
04/17/26	RM-02273	BRONSON-ACADIA JOINT VENTURE LLC	5,108.02 Inpatient Services
04/17/26	RM-02274	KAREN BURG	50.00 Committee Member Per Diem
04/17/26	RM-02275	WINGS OF HOPE LLC	50,585.23 Autism Provider
04/17/26	RM-02276	BLUE CARE NETWORK OF MICHIGAN	137,383.18 Employee Benefit
04/17/26	RM-02277	RADIANT AFC	11,051.50 Specialized Residential

PIVOTAL

Disbursements

April 2026

04/17/26	RM-02278	WINGS OF HOPE - STURGIS	15,700.58	Autism Provider
04/17/26	RM-02279	KATHLEEN MORRILL	500.00	Contract-Supervision
04/17/26	RM-02280	HARDLINE SOLUTIONS LLC	1,075.00	Building Maintenance
04/17/26	RM-02281	MRC INDUSTRIES INC	2,508.51	CLS Provider
04/17/26	RM-02282	GOD'S WILL AFC	22,630.00	Specialized Residential
04/17/26	RM-02283	ISABELLA POWELL	50.00	Committee Member Per Diem
04/17/26	RM-02284	HFHS-ACADIA JOINT VENTURE LLC	5,040.00	Inpatient Services
04/17/26	065631	MICHIGAN MUNICIPAL RISK MGMT AUTH	4,800.00	Policy Installment 2/3
04/17/26	065632	ASCENSION BORGESS HOSPITAL	4,020.00	Inpatient Services
04/17/26	065633	CHASE CARD SERVICES	31,746.35	Credit Card
04/17/26	065634	HAVENWYCK HOSPITAL	14,595.00	Inpatient Services
04/17/26	065635	DELTA DENTAL	8,467.52	Employee Benefit
04/17/26	065636	VERIZON WIRELESS	167.78	Utilities
04/17/26	065637	PHILADELPHIA INSURANCE COMPANIES	400.00	Employee Benefit
*04/17/26	065638	STANLEY STEEMER GREAT LAKES INC	1,375.00	Building Maintenance
04/24/26	RM-02285	BRANDI BELCHER	800.00	Contract-Access/UM
04/24/26	RM-02286	CAMERON BULLOCK	3,575.00	Tuition Reimbursement
04/24/26	RM-02287	HOLLY CERNY	287.30	Employee Reimbursement
04/24/26	RM-02288	ST JO CO UNITED WAY	204.00	Employee Donations
04/24/26	RM-02289	HOLLY LAGO LLC	2,041.80	Contract-Mobile Crisis
04/24/26	RM-02290	MENTALLY HERE 4 YOU LLC	5,700.00	Contract-Mobile Crisis
04/24/26	RM-02291	TRAYBEE LLC	920.00	Contract-Mobile Crisis
04/24/26	RM-02292	ELEOS HEALTH INC	12,000.00	IT Subscription
04/24/26	RM-02293	GREAT LAKES CLEANING SERVICE	1,150.00	Contract-Janitorial
04/24/26	RM-02294	AMERICAN UNITED LIFE INSURANCE COMPANY	5,303.11	Employee Benefit
04/24/26	RM-02295	DONALD LOUIS KITCHEN JR	25.00	Committee Member Per Diem
04/24/26	RM-02296	MIRACLE'S LAWN SERVICE	550.00	Contract-Spring Cleanup
04/24/26	RM-02297	CERTASITE LLC	1,075.54	Building Maintenance
04/24/26	RM-02298	THE TM GROUP INC	562.50	Consulting
04/24/26	RM-02299	GAGAN S PC	8,904.00	Contract-Medical Director
04/24/26	RM-02300	STATE OF MICHIGAN (STATE INPATIENT)	8,897.68	Inpatient Services
04/24/26	RM-02301	KONICA MINOLTA BUSINESS SOLUTIONS	60.00	Contract-Printer/Copier
04/24/26	RM-02302	GAIL LECOUNT	46.03	Committee Member Per Diem
04/24/26	RM-02303	CARF	19,080.00	Survey Fee
04/24/26	RM-02304	JENNIFER HENDRICKS	25.00	Committee Member Per Diem
04/24/26	RM-02305	ISABELLA POWELL	25.00	Committee Member Per Diem
04/24/26	RM-02306	BLUEBIRD MIDWEST LLC dba BLUEBIRD FIBER	1,557.32	Internet
04/24/26	RM-02307	FREDERICK CONSTRUCTION INC	8,633.19	Parking Lot Project
04/24/26	065639	CITY OF STURGIS	2,118.03	Utilities
04/24/26	065640	THE DOCTORS COMPANY	1,285.40	Employee Benefit
04/24/26	065641	FARMERS STATE BANK	13,461.14	Mortgage
04/24/26	065642	VILLAGE OF CENTREVILLE	721.91	Utilities
04/24/26	065643	CINTAS CORP	758.90	Supplies
		Total Amount of Non-Void Checks/RMs	1,840,752.61	
04/06/26	Electronic Debit	TRANSFER TO FLEX BENEFITS ACCOUNT	120.00	Employee Benefits
04/07/26	Electronic Debit	PAYCOR INC	3,056.72	Employee Payroll
04/09/26	Electronic Debit	PAYCOR INC	195,402.12	Employee Payroll
04/09/26	Electronic Debit	PAYCOR INC	63,632.10	Employee Payroll
04/09/26	Electronic Debit	PAYCOR INC	1,039.88	Employee Payroll
04/09/26	Electronic Debit	PAYCOR INC	169.89	Employee Payroll
04/09/26	Electronic Debit	EMPOWER	12,769.41	Employee Benefits
04/09/26	Electronic Debit	EMPOWER	8,869.02	Employee Benefits
04/09/26	Electronic Debit	EMPOWER	16,950.42	Employee Benefits
04/09/26	Electronic Debit	TRANSFER TO FLEX BENEFITS ACCOUNT	38.00	Employee Benefits
04/10/26	Electronic Debit	OPTUM BANK	8,683.56	Employee Benefits
04/20/26	Electronic Debit	TRIZETTO PROV SO DIRECT PAY	595.81	ACH Fees
04/21/26	Electronic Debit	TRANSFER TO FLEX BENEFITS ACCOUNT	40.00	Employee Benefits
04/23/26	Electronic Debit	PAYCOR INC	203,178.80	Employee Payroll
04/23/26	Electronic Debit	PAYCOR INC	64,799.51	Employee Payroll
04/23/26	Electronic Debit	PAYCOR INC	864.31	Employee Payroll
04/23/26	Electronic Debit	PAYCOR INC	169.89	Employee Payroll
04/23/26	Electronic Debit	EMPOWER	12,813.41	Employee Benefits
04/23/26	Electronic Debit	EMPOWER	8,911.38	Employee Benefits

PIVOTAL

Disbursements

April 2026

04/23/26	Electronic Debit	EMPOWER	17,191.64	Employee Benefits
04/23/26	Electronic Debit	OPTUM BANK	8,683.56	Employee Benefits
04/27/26	Electronic Debit	TRANSFER TO FLEX BENEFITS ACCOUNT	76.00	Employee Benefits
04/28/26	Electronic Debit	TRANSFER TO FLEX BENEFITS ACCOUNT	160.56	Employee Benefits
04/30/26	Electronic Debit	CENTURY BANK ACH FEES	28.40	ACH Fees
Total Amount of Electronic Debits			628,244.39	
Total Disbursements			2,468,997.00	

\* Voided

**PIVOTAL**

**Disbursements**

May 2026

Date	Check/RM #	Vendor	Amount	Description
05/01/26	RM-02331	ADAPT INC	46,398.98	Specialized Residential
05/01/26	RM-02315	ALTERNATIVE CHOICES	3,950.00	Specialized Residential
05/01/26	RM-02325	AMN HEALTHCARE LANGUAGE SERVICES INC	534.24	Translation Services
05/01/26	RM-02316	AUTISM OF AMERICA LLC	7,608.00	Autism Provider
05/01/26	RM-02326	BCA - STONECREST CENTER	9,999.00	Inpatient Services
05/01/26	RM-02308	BRANDI BELCHER	300.00	Contract-Access
05/01/26	RM-02339	BRONSON-ACADIA JOINT VENTURE LLC	39,420.00	Inpatient Services
05/01/26	065649	CINTAS CORP	60.95	Supples
05/01/26	RM-02343	CLARK LOGIC CAPITAL LLC	6,509.28	Rent-Three Rivers
05/01/26	RM-02313	DEAR COUNTRY AFC	11,591.20	Specialized Residential
05/01/26	RM-02338	Diekema Hamann Architecture, Inc.	6,467.72	Architecture
05/01/26	065647	FARMERS STATE BANK	3,084.35	Interest-Construction Loan
05/01/26	RM-02324	FOREST VIEW HOSPITAL	6,672.00	Inpatient Services
05/01/26	RM-02323	GAGAN S PC	8,480.00	Contract-Medical Director
05/01/26	RM-02314	GREAT LAKES CLEANING SERVICE	1,150.00	Janitorial
05/01/26	065648	GRIFFIN PEST SOLUTIONS	211.00	Building Maintenance
05/01/26	RM-02310	HANNAH ROBERTS	1,580.00	Contract-Mobile Crisis
05/01/26	065645	HAVENWYCK HOSPITAL	4,865.00	Inpatient Services
05/01/26	RM-02327	HR ALLIANCE 1 INC	13,369.92	Fiscal Intermediary
05/01/26	RM-02336	KENDRICK STATIONERS INC	272.00	Office Furniture
05/01/26	RM-02312	KIF LLC	1,500.00	Contract-Mobile Crisis
05/01/26	RM-02342	KINGDOM REST CENTER LLC	66,250.00	Specialized Residential
05/01/26	RM-02318	KONICA MINOLTA PREMIER FINANCE	1,875.25	Printer/Copier Lease
05/01/26	RM-02319	LIFETREE BEHAVIORAL HEALTH LLC	56,520.84	Autism Provider
05/01/26	065644	LRS, LLC	209.51	Utilities
05/01/26	RM-02309	LYNELLE GIRTON-THRASHER	250.00	Contract-Supervision
05/01/26	RM-02330	PETER CHANG ENTERPRISES INC	13,012.93	EHR System
05/01/26	RM-02337	REHMANN LLC	33,657.50	Contract-Billing
05/01/26	RM-02328	RESIDENTIAL OPPORTUNITIES INC	52,121.25	Specialized Residential
05/01/26	RM-02322	RIPPLE EFFECTS AUTISM LEARNING CENTER	52,455.00	Autism Provider
05/01/26	RM-02311	RML3 LLC	1,500.00	Contract-Mobile Crisis
05/01/26	RM-02321	ROSLUND, PRESTAGE & COMPANY, PC	737.50	Consulting
05/01/26	RM-02329	SPECTRUM COMMUNITY SERVICES	4,764.00	Autism Provider
05/01/26	RM-02333	SPORTSARAMA INC	1,192.00	Supplies
05/01/26	RM-02334	ST JOSEPH COMMUNITY CO-OP INC	9,267.01	Specialized Residential
05/01/26	RM-02335	STUART WILSON, CPA PC	9,382.96	Fiscal Intermediary
05/01/26	RM-02317	SUSAN PATTISON	900.00	Contract-Autism Testing
05/01/26	RM-02332	SW MI BEHAVIORAL HEALTH	16,134.00	Local Match
05/01/26	065646	VERIZON WIRELESS	8,015.35	Utilities
05/01/26	RM-02320	WINDSWEPT THERAPEUTIC RIDING	500.00	CLS Provider
05/01/26	RM-02341	WINGS OF HOPE - STURGIS	11,880.40	Autism Provider
05/01/26	RM-02340	WINGS OF HOPE LLC	30,091.35	Autism Provider
05/08/26	RM-02352	AMANDA MILLER	50.00	Board Member Per Diem
05/08/26	RM-02372	AUTOPARK FORD OF STURGIS	712.28	Vehicle Maintenance
05/08/26	RM-02344	BRANDI BELCHER	300.00	Contract-Access
05/08/26	RM-02369	BRIDGETTE MULVANEY LMSW LLC	3,450.00	Contract-Mobile Crisis
05/08/26	RM-02346	CAMERON BULLOCK	172.48	Employee Expense Reimbursement
05/08/26	RM-02345	CAROL NACCARATO	374.00	Board Member Per Diem
05/08/26	RM-02364	CATHI ABBS	50.00	Board Member Per Diem
05/08/26	RM-02360	CERTASITE LLC	1,366.40	Building Maintenance
05/08/26	065650	CITY OF THREE RIVERS	134.34	Utilities
05/08/26	065658	COMCAST	669.57	Utilities
05/08/26	RM-02363	COVERED BRIDGE HEALTHCARE	280.00	New Hire Drug Screen
05/08/26	RM-02358	DAMON KNAPP	50.00	Board Member Per Diem
05/08/26	RM-02362	DATA GUARDIAN	97.00	Utilities
05/08/26	RM-02359	ELISABETH ROBERTS	50.00	Board Member Per Diem
05/08/26	RM-02347	EMILY VERSTEEG	24.64	Employee Expense Reimbursement
05/08/26	065657	FIDELITY SECURITY LIFE (Eye Med)	1,103.75	Employee Benefits

**PIVOTAL**

**Disbursements**

**May 2026**

05/08/26	065651	FRED'S PHARMACY	361.20	ACT Clients Pharmacy
05/08/26	065656	FRONTIER	489.70	Utilities
05/08/26	RM-02361	GAGAN S PC	8,586.00	Contract-Medical Director
05/08/26	RM-02353	GREAT LAKES CLEANING SERVICE	1,150.00	Janitorial
05/08/26	RM-02350	HOLLY LAGO LLC	1,350.00	Contract-Mobile Crisis
05/08/26	RM-02356	INSPIRATION STUDIO DESIGNS	2,053.64	Marketing/Supplies
05/08/26	RM-02371	IRIS TELEHEALTH MEDICAL GROUP	21,843.00	Contract-Outpatient
05/08/26	RM-02365	KATHERINE DECKER	71.75	Board Member Per Diem
05/08/26	RM-02355	LUIS ROSADO	50.00	Board Member Per Diem
05/08/26	065652	MARIE CHERRY	53.39	Employee Expense Reimbursement
05/08/26	065659	MICHIGAN GAS UTILITIES	100.31	Utilities
05/08/26	RM-02348	MICHIGAN ORGANIZING COMMITTEE 925	1,582.55	Employee Union Dues
05/08/26	RM-02374	PAUL DELMARK	25.95	Employee Expense Reimbursement
05/08/26	RM-02370	RAUL MORALES	50.00	Board Member Per Diem
05/08/26	RM-02368	REBEKAH WAGAMAN	2,070.00	Contract-Mobile Crisis
05/08/26	RM-02366	RICHARD SHAFFER	50.00	Board Member Per Diem
05/08/26	065661	SCHOOL OF SOCIAL WORK-CONTINUING EDUCATION	150.00	Employee Benefits
05/08/26	065653	SEMCO ENERGY GAS COMPANY	535.79	Utilities
05/08/26	RM-02349	ST JO CO UNITED WAY	204.00	Employee Donations
05/08/26	RM-02354	STACY LINIHAN	50.00	Board Member Per Diem
05/08/26	065660	SUMMIT POINTE	2,000.00	Contract-Customer Service
05/08/26	RM-02357	SUSAN PATTISON	750.00	Contract-Autism Testing
05/08/26	RM-02351	TRAYBEE LLC	620.00	Contract-Mobile Crisis
05/08/26	RM-02367	TWIN COUNTY COMMUNITY PROBATION CENTER	2,408.00	Drug Screening Reimbursement
05/08/26	RM-02375	VENTURE RESOURCING LLC	1,159.74	Leadership Development
05/08/26	065654	WASTE MANAGEMENT OF MICHIGAN	260.06	Utilities
05/08/26	065655	WEX BANK	1,668.14	Gas Cards
05/08/26	RM-02373	ZACHARY REED	50.00	Board Member Per Diem
05/15/26	RM-02410	ADAPT INC	320,647.36	Specialized Residential
05/15/26	RM-02411	AGAPE AFC HOME	16,235.10	Specialized Residential
05/15/26	RM-02398	AMN HEALTHCARE LANGUAGE SERVICES INC	965.68	Translation Services
05/15/26	065665	ASCENSION BORGESS HOSPITAL	4,020.00	Inpatient Services
05/15/26	RM-02396	AUTISM SPECTRUM THERAPIES LLC	11,049.00	Autism Provider
05/15/26	RM-02413	BEACON SPECIALIZED LIVING SERVICES INC	13,500.00	Specialized Residential
05/15/26	RM-02376	BRANDI BELCHER	1,200.00	Contract-Access
05/15/26	RM-02417	BRONSON-ACADIA JOINT VENTURE LLC	14,454.00	Inpatient Services
05/15/26	RM-02404	COMMUNITY LIVING OPTIONS	27,310.21	Specialized Residential
05/15/26	RM-02377	CRETSINGER CARE HOMES LTD	13,959.90	Specialized Residential
05/15/26	RM-02385	DEAR COUNTRY AFC	14,388.80	Specialized Residential
05/15/26	RM-02393	DONALD LOUIS KITCHEN JR	25.00	Committee Member Per Diem
05/15/26	RM-02407	FALCO CORPORATION	9,889.20	Specialized Residential
05/15/26	RM-02400	FLATROCK MANOR	68,750.40	Specialized Residential
05/15/26	065663	G2G IRRIGATION LLC	450.00	Utilities
05/15/26	RM-02412	GAIL LECOUNT	46.03	Committee Member Per Diem
05/15/26	RM-02391	GIDDINGS AFC HOME LLC	12,300.00	Specialized Residential
05/15/26	RM-02388	GIDDINGS AFC II	11,179.50	Specialized Residential
05/15/26	RM-02424	GOD'S WILL AFC	21,900.00	Specialized Residential
05/15/26	RM-02386	GREAT LAKES CLEANING SERVICE	1,150.00	Janitorial
05/15/26	RM-02387	GREATER HEIGHTS AFC	10,457.10	Specialized Residential
05/15/26	RM-02379	GRYPHON PLACE	789.86	After-Hours Emergency
05/15/26	RM-02382	HANNAH ROBERTS	2,320.00	Contract-Mobile Crisis
05/15/26	RM-02402	HARBOR OAKS HOSPITAL	40,917.00	Inpatient Services
05/15/26	RM-02423	HARDLINE SOLUTIONS LLC	805.00	Building Maintenance
05/15/26	065666	HAVENWYCK HOSPITAL	5,838.00	Inpatient Services
05/15/26	065670	HEALTHSOURCE SAGINAW INC	9,729.00	Inpatient Services
05/15/26	065667	HOSPITAL NETWORK HEALTHCARE SERVICES	66.78	Inpatient Services
05/15/26	RM-02401	HR ALLIANCE 1 INC	3,554.72	Fiscal Intermediary
05/15/26	065669	INDIANA MICHIGAN POWER	350.05	Utilities
05/15/26	RM-02425	ISABELLA POWELL	25.00	Committee Member Per Diem

**PIVOTAL**

**Disbursements**

**May 2026**

05/15/26	RM-02384	ISOLVED BENEFIT SERVICES	82.69	Employee Benefits
05/15/26	RM-02426	JANNA FIALA	5,000.00	Employee Tuition Reimbursement
05/15/26	RM-02418	JENNIFER HENDRICKS	25.00	Committee Member Per Diem
05/15/26	RM-02378	JONATHAN ANTHONY	99.95	Employee Expense Reimbursement
05/15/26	RM-02422	KINGDOM REST CENTER LLC	60,300.00	Specialized Residential
05/15/26	RM-02392	LIFETREE BEHAVIORAL HEALTH LLC	50,923.60	Autism Provider
05/15/26	065662	MAPLE HEIGHTS BEHAVIORAL HEALTH	9,792.00	Inpatient Services
05/15/26	065664	MICHIANA BEHAVIORAL HEALTH	8,288.00	Inpatient Services
05/15/26	RM-02394	MIRACLE'S LAWN SERVICE	330.00	Lawn Service
05/15/26	RM-02390	NYUMBANI AFC	11,939.40	Specialized Residential
05/15/26	RM-02380	PARMETER AFC	9,059.70	Specialized Residential
05/15/26	RM-02405	PLEASANT ACRES LLC	45,597.60	Specialized Residential
05/15/26	RM-02399	PLEASANT PINES	38,534.14	Specialized Residential
05/15/26	RM-02420	RADIANT AFC	10,695.00	Specialized Residential
05/15/26	RM-02416	REBEKAH WAGAMAN	2,820.00	Contract-Mobile Crisis
05/15/26	RM-02403	RESIDENTIAL OPPORTUNITIES INC	52,121.25	Specialized Residential
05/15/26	RM-02395	RIPPLE EFFECTS AUTISM LEARNING CENTER	50,809.50	Autism Provider
05/15/26	RM-02397	SOUTH BEND PSYCHIATRY	360.89	Inpatient Services
05/15/26	RM-02408	SPECTRUM COMMUNITY SERVICES	8,683.80	Autism Provider
05/15/26	RM-02383	ST JO CO TRANSPORTATION AUTHORITY	3,216.00	Clubhouse Transportation
05/15/26	RM-02414	ST JOSEPH COMMUNITY CO-OP INC	15,225.61	Specialized Residential
05/15/26	RM-02415	STUART WILSON, CPA PC	13,194.64	Fiscal Intermediary
05/15/26	RM-02406	THE MEADOWS	29,137.20	Specialized Residential
05/15/26	RM-02381	TRACEY COLE	84.00	Employee Expense Reimbursement
05/15/26	065668	VERIZON WIRELESS	618.07	Utilities
05/15/26	RM-02409	WAYNE SIMMONS	25.00	Committee Member Per Diem
05/15/26	RM-02421	WINGS OF HOPE - STURGIS	2,460.00	Autism Provider
05/15/26	RM-02419	WINGS OF HOPE LLC	33,253.97	Autism Provider
05/15/26	RM-02389	WMU CENTER FOR DISABILITIES	1,288.30	Autism Provider
05/22/26	RM-02435	AUNALYTICS INC	1,092.17	Subscription-IT
05/22/26	RM-02443	AUTOPARK FORD OF STURGIS	84.87	Vehicle Maintenance
05/22/26	RM-02441	BLUE CARE NETWORK OF MICHIGAN	125,338.25	Employee Benefits
05/22/26	RM-02427	BRANDI BELCHER	100.00	Contract-Access
05/22/26	RM-02428	CAMERON BULLOCK	27.56	Employee Expense Reimbursement
05/22/26	065674	CINTAS CORP	614.45	Supplies
05/22/26	065671	CITY OF STURGIS	2,017.53	Utilities
05/22/26	065672	DELTA DENTAL	8,696.39	Employee Benefits
05/22/26	RM-02439	GAGAN S PC	16,960.00	Contract-Medical Director
05/22/26	RM-02433	GREAT LAKES CLEANING SERVICE	1,200.00	Janitorial
05/22/26	RM-02430	HOLLY LAGO LLC	450.00	Contract-Mobile Crisis
05/22/26	RM-02436	JERGENS PIPING CORPORATION	3,666.50	Building Maintenance
05/22/26	RM-02442	KATHLEEN MORRILL	400.00	Contract-Supervision
05/22/26	RM-02440	KONICA MINOLTA BUSINESS SOLUTIONS	60.00	Printer/Copier Lease
05/22/26	RM-02432	KRISTI MERRILLS PLC	2,820.00	Contract-Mobile Crisis
05/22/26	RM-02444	LOCUMTENENS.COM LLC	99.49	Contract-Outpatient
05/22/26	RM-02434	MAPLECREST LLC	3,183.00	Rent-Sturgis
05/22/26	RM-02437	MIRACLE'S LAWN SERVICE	4,750.00	Lawn Service
05/22/26	RM-02429	ST JO CO UNITED WAY	204.00	Employee Donations
05/22/26	RM-02438	THE TM GROUP INC	843.75	Consulting
05/22/26	RM-02431	TRAYBEE LLC	1,580.00	Contract-Mobile Crisis
05/22/26	065673	VILLAGE OF CENTREVILLE	707.71	Utilities
05/29/26	RM-02466	ADAPT INC	156,428.86	Specialized Residential
05/29/26	RM-02455	ALTERNATIVE CHOICES	3,239.00	Specialized Residential
05/29/26	RM-02456	AMERICAN UNITED LIFE INSURANCE COMPANY	5,482.58	Employee Benefits
05/29/26	065675	ASCENSION BORGESS HOSPITAL	30,150.00	Inpatient Services
05/29/26	RM-02458	AUTISM OF AMERICA LLC	15,273.00	Autism Provider
05/29/26	RM-02461	AUTISM SPECTRUM THERAPIES LLC	1,626.00	Autism Provider
05/29/26	RM-02476	AUTOPARK FORD OF STURGIS	149.80	Vehicle Maintenance
05/29/26	RM-02445	BRANDI BELCHER	70.00	Contract-Access

**PIVOTAL**

**Disbursements**

**May 2026**

05/29/26	065676	CHASE CARD SERVICES	25,009.67	Credit Card
05/29/26	065678	CINTAS CORP	239.90	Supplies
05/29/26	RM-02473	CLARK LOGIC CAPITAL LLC	6,509.28	Rent-Three Rivers
05/29/26	RM-02452	DEAR COUNTRY AFC	13,330.80	Specialized Residential
05/29/26	065677	FARMERS STATE BANK	17,189.00	Mortgage & Interest-Construction Loan
05/29/26	RM-02463	FOREST VIEW HOSPITAL	2,045.00	Inpatient Services
05/29/26	RM-02462	GAGAN S PC	8,480.00	Contract-Medical Director
05/29/26	RM-02454	GREAT LAKES CLEANING SERVICE	1,150.00	Janitorial
05/29/26	RM-02448	HANNAH ROBERTS	600.00	Contract-Mobile Crisis
05/29/26	RM-02474	HARDLINE SOLUTIONS LLC	4,865.00	Building Maintenance
05/29/26	RM-02451	JDCO HOLDINGS LLC DBA LANGUAGES INTERNATIONAL	1,165.00	Translation Services
05/29/26	RM-02449	JETSY BEAN LLC	1,760.00	Contract-Mobile Crisis
05/29/26	RM-02453	KRISTI MERRILLS PLC	450.00	Contract-Mobile Crisis
05/29/26	RM-02459	LIFETREE BEHAVIORAL HEALTH LLC	53,116.05	Autism Provider
05/29/26	RM-02447	LYNELLE GIRTON-THRASHER	250.00	Contract-Supervision
05/29/26	RM-02475	MRC INDUSTRIES INC	3,156.49	CLS Provider
05/29/26	RM-02477	NEW OAKLAND FAMILY CENTER	3,086.00	Outpatient Hospital Service
05/29/26	RM-02465	PETER CHANG ENTERPRISES INC	13,002.19	EHR System
05/29/26	RM-02446	PINE REST CHRISTIAN MHS	32,072.00	Inpatient Services
05/29/26	RM-02470	REHMANN LLC	30,000.00	Contract-Billing
05/29/26	RM-02468	RELIAS LLC	447.56	Employee Benefits
05/29/26	RM-02460	RIPPLE EFFECTS AUTISM LEARNING CENTER	48,784.50	Autism Provider
05/29/26	RM-02464	SPECTRUM COMMUNITY SERVICES	10,778.00	Autism Provider
05/29/26	RM-02467	STATE OF MICHIGAN (STATE INPATIENT)	8,832.68	Inpatient Services
05/29/26	RM-02469	STUART WILSON, CPA PC	15,984.08	Fiscal Intermediary
05/29/26	RM-02450	TRAYBEE LLC	665.00	Contract-Mobile Crisis
05/29/26	RM-02472	WINGS OF HOPE - STURGIS	10,007.91	Autism Provider
05/29/26	RM-02471	WINGS OF HOPE LLC	15,089.71	Autism Provider
05/29/26	RM-02457	WMU CENTER FOR DISABILITIES	2,032.95	Autism Provider
		<b>Total Amount of Non-Void Checks/RMs</b>	<b>2,423,019.85</b>	
05/01/26	Electronic Debit	TRANSFER TO FLEX BENEFITS ACCOUNT	875.00	Employee Benefits
05/07/26	Electronic Debit	PAYCOR INC	204,176.52	Employee Payroll
05/07/26	Electronic Debit	PAYCOR INC	65,200.59	Employee Payroll
05/07/26	Electronic Debit	PAYCOR INC	651.12	Employee Payroll
05/07/26	Electronic Debit	PAYCOR INC	169.89	Employee Payroll
05/07/26	Electronic Debit	PAYCOR INC	3,167.12	Employee Payroll
05/07/26	Electronic Debit	EMPOWER	12,697.94	Employee Benefits
05/07/26	Electronic Debit	EMPOWER	8,946.76	Employee Benefits
05/07/26	Electronic Debit	EMPOWER	17,384.39	Employee Benefits
05/08/26	Electronic Debit	OPTUM BANK	8,583.56	Employee Benefits
05/20/26	Electronic Debit	TRIZETTO PROV SO DIRECT PAY	1,786.89	ACH Fees
05/21/26	Electronic Debit	PAYCOR INC	210,681.03	Employee Payroll
05/21/26	Electronic Debit	PAYCOR INC	66,594.48	Employee Payroll
05/21/26	Electronic Debit	PAYCOR INC	651.12	Employee Payroll
05/21/26	Electronic Debit	PAYCOR INC	169.89	Employee Payroll
05/21/26	Electronic Debit	EMPOWER	12,659.01	Employee Benefits
05/21/26	Electronic Debit	EMPOWER	8,932.70	Employee Benefits
05/21/26	Electronic Debit	EMPOWER	17,488.73	Employee Benefits
05/21/26	Electronic Debit	EMPOWER	8,768.56	Employee Benefits
05/27/26	Electronic Debit	TRANSFER TO FLEX BENEFITS ACCOUNT	114.00	Employee Benefits
05/29/26	Electronic Debit	TRANSFER TO FLEX BENEFITS ACCOUNT	181.26	Employee Benefits
05/29/26	Electronic Debit	CENTURY BANK ACH FEES	36.60	ACH Fees
		<b>Total Amount of Electronic Debits</b>	<b>649,917.16</b>	
		<b>Total Disbursements</b>	<b>3,072,937.01</b>	



**MEETING MINUTES OF APRIL 30<sup>TH</sup>, 2026  
PIVOTAL CONFERENCE ROOM**

**OFFICERS**

**PRESENT:** Luis Rosado - Chair, Cathi Abbs - Vice Chair, Kay Decker - Secretary

**MEMBERS**

**PRESENT:** Zach Reed, Damon Knapp, Amanda Miller, Stacy Linihan, Carol Naccarato, Rick Shaffer, Raul Morales, Elisabeth Roberts, Darci Skrzyniarz

**MEMBERS**

**ABSENT:** None.

**VISITORS:** Stacey Delmark, Marie Cherry

**CALL TO ORDER**

Luis Rosado, Chair, called the meeting to order at 17:00

**APPROVAL OF AGENDA**

Agenda was approved, as presented, without change.

**GUESTS, VISITORS & PUBLIC COMMENTS**

Marie Cherry, Peer Support Specialist at Pivotal, thanked the board for the smart goal incentives, sharing she was able to meet one of hers by participating in the Annual PEER Support Conference where it was recommended she expand the presentation to a full-length workshop for continuing education credits.

**BOARD WORK ON ENDS, LINKAGE ACTIVITIES AND BOARD EDUCATION**

Financial audit report – RPC.

**A MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO ACCEPT THE FINANCIAL AUDIT REPORT. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.**

**BOARD DECISIONS**

## **SELECTION OF OFFICERS**

Bullock, CEO, presented.

**A MOTION WAS MADE BY SKRZYNIARZ, SECONDED BY REED, TO APPROVE THE CURRENT BOARD OFFICERS FOR ANOTHER TERM. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.**

## **CONSENT AGENDA:**

- a. Contracts March 2026
- b. Check Register March 2026 - \$2,304,355.30
- c. Meeting Minutes March 2026

**A MOTION WAS MADE BY SHAFFER, SECONDED BY LINIHAN, TO APPROVE THE CONSENT AGENDA. ROLL CALL VOTE. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.**

## **MONITORING REPORTS – PUBLIC EXECUTIVE LIMITATIONS**

### **EL V. 02 – TREATMENT OF CONSUMERS**

Bullock, CEO, presented.

**A MOTION WAS MADE BY SHAFFER, SECONDED BY ROBERTS, TO APPROVE EL V. 02, TREATMENT OF CONSUMERS. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.**

### **EL V. 05 - FINANCIALS – CASHFLOW ANALYSIS**

Versteeg, CFO, presented, with comments added by Bullock, CEO.

**A MOTION WAS MADE BY NACARRATO, SECONDED BY LINIHAN, TO APPROVE EL V. 05, FINANCIALS – CASHFLOW ANALYSIS. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.**

## **PERFORMANCE ON ENDS**

Bullock, CEO, presented Report On Ends Accomplishments with comments added by Grae Miller, RN, chief clinical officer, and Jarrett Cupp, chief compliance officer.

**A MOTION WAS MADE BY LINIHAN, SECONDED BY KNAPP, TO APPROVE THE PERFORMANCE ON ENDS, SP 2. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.**

### **BOARD POLICY REVIEW**

**VI.01 – GLOBAL COVERNANCE COMMITMENT** – Elisabeth Roberts presented.

**VI.02 – BOARD JOB DESCRIPTION** – Zach Reed presented.

### **BOARD DECISIONS (MOTIONS) ACTIONS**

#### **COMPLIANCE PLAN**

Cupp, chief compliance officer, presented.

**A MOTION WAS MADE BY SHAFFER, SECONDED BY DECKER, TO APPROVE THE COMPLIANCE PLAN. ALL IN FAVOR/NONE OPPOSED. MOTION CARRIED.**

#### **JULY BOARD MEETING**

Bullock, CEO, presented ideas for the July board meeting.

### **BOARD WORK ON ENDS**

#### **MENTAL HEALTH CODE CHECK**

Cupp, chief compliance officer, presented.

**COMMUNICATIONS**

Bullock, CEO, presented the following from the board packet:

- a. Director’s Report April 2026
- b. Strategic Plan Update Q2
- c. Attendance Callendar Year 26
- d. Customer Advisory Council Minutes April 2026
- e. Affinity House Advisory Board Agenda April 2026

**MEETING ADJOURNED AT: 16:26**

Signature \_\_\_\_\_  
Kay Decker, Secretary

\_\_\_\_\_ Date



## BOARD POLICY V.07

AREA:	Governance		
POLICY TYPE:	Executive Limitations	PAGE:	1 of 1
POLICY TITLE:	ASSET PROTECTION (MAY PROOF 26)	EFFECTIVE:	09/28/2022
		REVIEWED:	5/26/2026

### **POLICY:**

The CEO will not cause or allow corporate assets to be unprotected, inadequately maintained or unnecessarily risked.

The CEO will not

1. Allow board members, staff, and the organization itself to be inadequately insured against theft, casualty, and liability losses and/or cyber-attacks/breaches.

*Executive Officer Response:* MMRMA offers substantial coverage to all three of our locations, including but not limited to property, general liability, officer liability, theft, fraud, and cybersecurity. They have also implemented additional coverage for our new building addition. We recently updated our coverage limits from 5 million to 10 million per incident to cover additional activities and buildings.

2. Subject plant and equipment to improper wear and tear or insufficient maintenance.

*Executive Officer Response:* Maintenance is done routinely and monitored. I am currently exploring the idea of having a full-time maintenance director, but have not yet determined the cost-effectiveness or ROI. Will continue to explore this opportunity.

3. Unnecessarily expose the organization, its board, or staff to claims of liability.

*Executive Officer Response:* To my knowledge, the organization, staff, or board are not exposed to any liability.

4. Make any purchase: (a) wherein normally prudent protection has not been given against conflict of interest; (b) of over \$ 20,000 without having obtained comparative prices and quality; (c) of over \$20,000 without a stringent method of assuring the balance of long term quality and cost. Orders shall not be split to avoid these criteria.

*Executive Officer Response:* Costs under \$20,000 have met this criterion. The board is made aware of large purchases under these criteria so that they can monitor their reasonableness.

5. Receive, process, or disburse funds under controls that are insufficient to meet the board-appointed auditor's standards.

*Executive Officer Response:* The Financial Audit was clean. This indicates adherence to sufficient internal controls to prevent issues.

6. Compromise the independence of the board's audit or other external monitoring or advice. Engaging parties already chosen by the board as consultants or advisers is unacceptable.

*Executive Officer Response:* No interference or compromises have occurred with any external audits.

7. Invest in non- Public Act 20 funds.

*Executive Officer Response:* All invested funds are in PA 20 as allowed. No funds are in non-PA20 accounts.

8. Endanger the organization's public image, credibility, or its ability to accomplish Ends.

*Executive Officer Response:* I do not believe that I have endangered the organization's image, credibility, or ability to accomplish its Ends.

9. Change the organization's name or substantially alter its identity in the community.

*Executive Officer Response:* No recent changes or alterations to identity have occurred.



## BOARD POLICY V.05

AREA:	Governance		
POLICY TYPE:	Executive Limitations	PAGE:	1 of 2
POLICY TITLE:	FINANCIAL CONDITIONS/ACTIVITIES (MAY '26)	EFFECTIVE:	09/28/2022
		REVIEWED:	05/26/2026

### **POLICY:**

With respect to the actual, ongoing financial condition and activities, the CEO will not cause or allow the development of fiscal jeopardy or material deviation of actual expenditures from board priorities established in Ends policies.

The CEO will not

1. Expend more funds than have been received in the fiscal year to date, with the exception of federal, state, and local required services.

*Executive Officer Response:* We are currently overspent in Medicaid at just over \$1.4 million, and in the Health Michigan Plan, we are underspent by \$160k. For a total Medicaid deficit of just over \$1.24 million. We are still \$1.6 million short of Milliman's revenue expectations.

2. Use any long-term reserves.

*Executive Officer Response-* No long-term reserves have been expended.

3. Allow payroll and debts to be settled in an untimely manner.

*Executive Officer Response-* All debts have been settled in a timely manner.

4. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.

*Executive Officer Response-* Tax payments are paid for through Paycor as an automatic process.

5. Make a single purchase or commitment of greater than \$20,000. Splitting orders to avoid this limit is not acceptable.

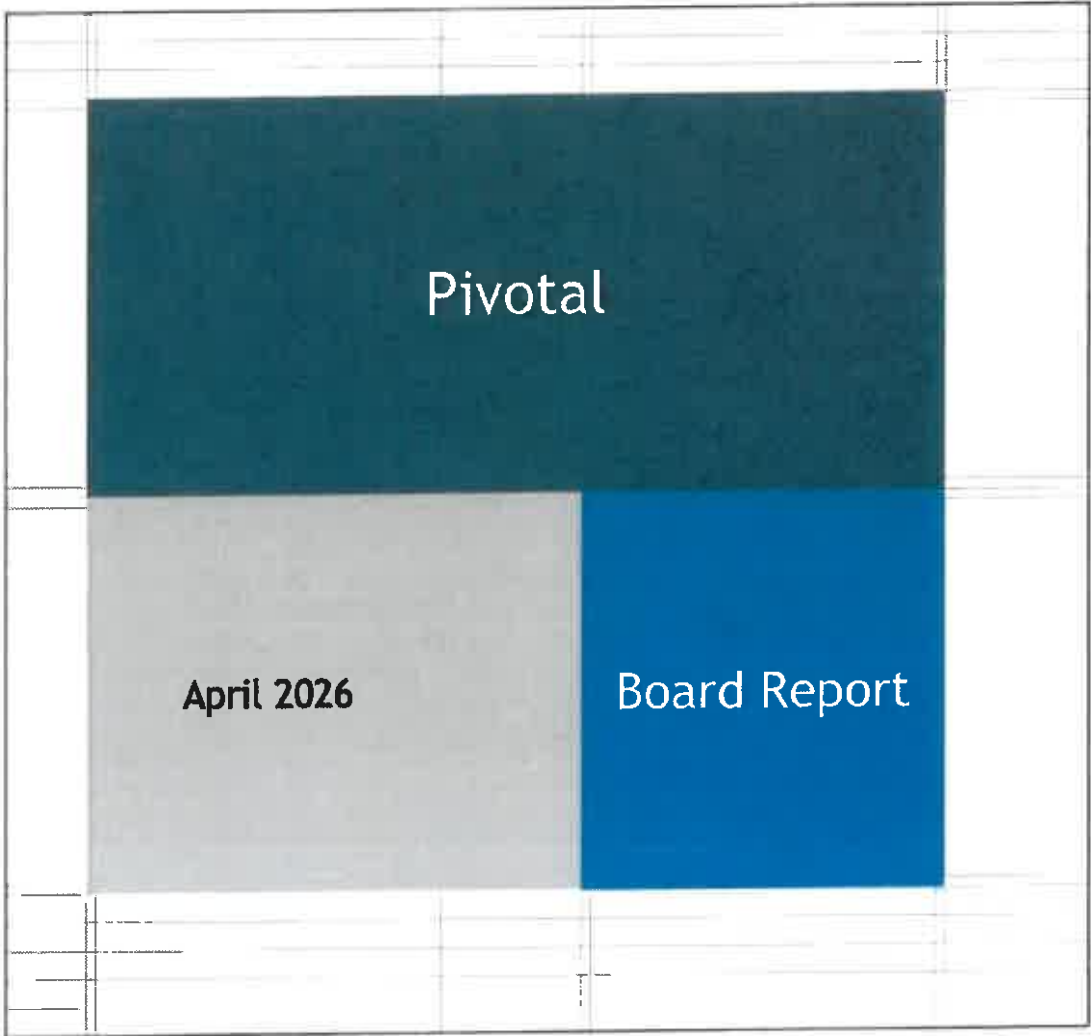
*Executive Officer Response-* No purchases greater than \$20,000 occurred.

6. Acquire, encumber or dispose of real estate.

*Executive Officer Response-* No real estate transactions have taken place.

7. Allow receivables to be unpursued after a reasonable grace period.

*Executive Officer Response-* Policies of uncollected funds are being followed and adhered to. Should the board wish to aggressively pursue collections, such as collection agencies, I will do so. However, current practices require you to bill repeatedly for 4 months, and if you can't or don't pay, the bill is then written off.



<b>Pivotal</b>				
<b>Statement of Activities</b>				
<b>October 1, 2025 through April 30, 2026</b>				
	<b>Operating Fund</b>	<b>Projected Total Activities</b>	<b>Prior Year Total Activities</b>	<b>Favorable (Unfavorable)</b>
<b>Operating revenue</b>				
<b>SWMBH Funding</b>				
Medicaid capitation	\$ 10,997,008	\$ 18,852,014	\$ 19,122,295	\$ (270,281)
Medicaid capitation - Settlement	1,419,014	2,432,595	660,144	1,772,452
Healthy Michigan Plan	997,204	1,709,493	2,290,308	(580,815)
Healthy Michigan Plan - Settlement	(159,927)	(274,161)	47,880	(322,040)
CCBHC FFS Payments	6,013,070	10,308,120	5,349,080	4,959,040
CCBHC Accrual Estimate	423,653	726,262	2,741,514	(2,015,252)
SUD Block Grant	76,353	130,891	81,152	49,739
<b>Federal &amp; State Sources</b>				
State general fund	608,160	1,042,560	1,042,561	(1)
State general fund - Settlement				
Federal and state grants	340,545	583,791	794,952	(211,161)
<b>Local revenue</b>				
County appropriation	150,073	257,268	257,268	
Client fees	269,425	461,871	410,087	51,785
Performance Based Incentive Progr			817,404	(817,404)
Rent revenue	6,710	11,503	9,960	1,543
Other revenue	39,180	67,166	113,865	(46,699)
<b>Total operating revenue</b>	<b>21,180,468</b>	<b>36,309,374</b>	<b>33,738,469</b>	<b>2,570,904</b>
<b>Operating expenses</b>				
Administration	2,998,152	5,139,689	4,730,862	408,827
Internal Services	3,897,929	6,682,164	6,113,513	(568,651)
Provider claims	11,303,353	19,377,177	16,827,204	(2,549,973)
Grant expenses	257,771	441,893	796,626	354,733
Vehicles	35,196	60,336	53,759	(6,577)
Facilities	412,867	707,772	600,356	(107,416)
<b>Total operating expenses</b>	<b>18,905,268</b>	<b>32,409,031</b>	<b>29,122,320</b>	<b>(2,469,056)</b>
<b>Change in net position</b>	<b>2,275,200</b>	<b>3,900,343</b>	<b>4,616,149</b>	<b>(715,806)</b>
<b>Net position, beginning of year</b>	<b>13,176,209</b>	<b>13,176,209</b>	<b>8,560,060</b>	
<b>Net position, end of year</b>	<b>\$ 15,451,409</b>	<b>\$ 17,076,552</b>	<b>\$ 13,176,209</b>	

<b>Pivotal</b>			
<b>Statement of Position</b>			
<b>Proprietary Funds</b>			
<b>April 30, 2026</b>			
	<b>Operating Fund</b>	<b>Balance September 30, 2025</b>	<b>Favorable (Unfavorable)</b>
<b>ASSETS</b>			
Cash position	\$ 5,715,623	\$ 4,061,913	\$ 1,653,710
Investments	6,065,192	6,054,752	10,440
Receivables:			
Accounts receivable	41,176	44,685	(3,509)
Due from State of Michigan	437,361	7,872	429,489
Due from SWMBH	5,430,631	286,881	5,143,750
Due from other governments	21,439	64,317	(42,878)
Prepaid items	327,410	257,555	69,855
Capital assets not being depreciated			
Capital assets being depreciated, net	2,192,131	2,289,525	(97,394)
<b>Total assets</b>	<b>20,230,963</b>	<b>13,067,500</b>	<b>7,163,463</b>
<b>LIABILITIES</b>			
Accounts payable	3,219,331	2,099,620	1,119,711
Due to MDHHS			
Due to SWMBH		(3,829,290)	3,829,290
Accrued liabilities	303,920	206,224	97,696
Unearned revenue	16,888	15,976	912
Long-term debt:			
Due within one year			
Due in more than one year	523,247	609,183	(85,936)
Lease liability	182,126	255,536	(73,410)
Accrued sick and vacation	534,042	534,042	0
<b>Total liabilities</b>	<b>4,779,554</b>	<b>(108,709)</b>	<b>4,888,263</b>
<b>NET POSITION</b>			
Net investment in capital assets	1,668,884	1,680,342	1,680,342
Unrestricted	13,782,525	11,495,867	2,286,658
<b>Total net position</b>	<b>\$ 15,451,409</b>	<b>\$ 13,176,209</b>	<b>\$ 2,275,200</b>

**Pivotal**

**Statement of Activities**

Budget to Actual - October 1, 2025 through April 30, 2026

	<u>Original Budget</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Over (Under) Budget</u>
<b>Operating revenue</b>				
<b>SWMBH Funding</b>				
Medicaid capitation	\$21,525,540	\$12,556,565	\$10,997,008	\$ (1,559,557)
Medicaid capitation - Settlement	-	-	1,419,014	1,419,014
Healthy Michigan Plan	2,309,457	1,347,183	997,204	(349,979)
Healthy Michigan Plan - Settlement	-	-	(159,927)	(159,927)
CCBHC FFS Payments	6,057,205	3,533,370	6,013,070	2,479,700
CCBHC Accrual Estimate	-	-	423,653	423,653
SUD Block Grant	78,968	46,065	76,353	30,288
<b>Federal &amp; State Sources</b>				
State general fund	1,042,560	608,160	608,160	-
State general fund - Settlement	-	-	-	-
Federal and state grants	758,742	442,600	340,545	(102,055)
<b>Local revenue</b>				
County appropriation - St Joseph County	257,268	150,073	150,073	-
Client fees	401,842	234,408	269,425	35,017
Performance Based Incentive Program	-	-	-	-
Rent revenue	2,160	1,260	6,710	5,450
Other revenue	225,000	131,250	39,180	(92,070)
<b>Total operating revenue</b>	<b>32,658,742</b>	<b>19,050,933</b>	<b>21,180,468</b>	<b>2,129,535</b>
<b>Operating expenses</b>				
Administration	5,400,000	3,150,000	2,998,152	(151,848)
Internal Services	6,700,000	3,908,333	3,897,929	(10,404)
Provider claims	19,000,000	11,083,333	11,303,353	220,020
Grant expenses	758,742	442,600	257,771	(184,829)
Vehicles	200,000	116,667	35,196	(81,471)
Facilities	600,000	350,000	412,867	62,867
<b>Total operating expenses</b>	<b>32,658,742</b>	<b>19,050,933</b>	<b>18,905,268</b>	<b>(145,665)</b>
<b>Change in net position</b>			<b>2,275,200</b>	<b>2,275,200</b>
<b>Net position, beginning of year</b>	<b>13,176,209</b>	<b>13,176,209</b>	<b>13,176,209</b>	<b>-</b>
<b>Net position, end of year</b>	<b>\$13,176,209</b>	<b>\$13,176,209</b>	<b>\$15,451,409</b>	<b>\$2,275,200</b>

Cash Flow Analysis FY26

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
SWPBH	\$ 1,623,616.83	\$ 1,736,874.35	\$ 1,731,262.07	\$ 1,750,991.30	\$ 1,420,584.97	\$ 2,074,635.27	\$ 1,778,344.89	\$ 1,514,537.45	\$ 1,514,537.45	\$ 1,514,537.45	\$ 1,514,537.45	\$ 1,514,537.45
CCBHC	\$	\$ 942,597.80	\$ 774,784.15	\$ 833,838.25	\$ 900,489.68	\$ 974,416.60	\$ 1,563,870.50	\$ 748,749.39	\$ 748,749.39	\$ 748,749.39	\$ 748,749.39	\$ 748,749.39
Settlement	\$	\$	\$	\$	\$	\$	\$	\$	\$ 2,441,968.99	\$	\$	\$
General Fund	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00
Other	\$ 78,537.04	\$ 49,514.60	\$ 144,949.75	\$ 80,292.31	\$ 76,790.34	\$ 63,129.80	\$ 115,711.59	\$ 78,614.55	\$ 78,614.55	\$ 78,614.55	\$ 78,614.55	\$ 78,614.55
County Approp	\$ 64,317.00	\$	\$	\$ 64,317.00	\$	\$	\$ 64,317.00	\$	\$	\$ 64,317.00	\$	\$
Total Revenue	\$ 1,853,350.87	\$ 2,815,866.85	\$ 2,737,865.97	\$ 2,816,316.86	\$ 2,484,744.94	\$ 3,219,052.67	\$ 3,609,123.98	\$ 2,428,781.39	\$ 4,670,740.38	\$ 2,468,088.89	\$ 2,428,781.39	\$ 3,138,789.84
Payroll/Fringe	\$ 706,614.84	\$ 713,442.33	\$ 1,236,109.74	\$ 720,229.24	\$ 757,136.21	\$ 770,985.40	\$ 652,452.48	\$ 694,621.26	\$ 694,621.26	\$ 694,621.26	\$ 694,621.26	\$ 694,621.26
External	\$ 2,048,912.31	\$ 1,686,386.00	\$ 1,327,907.87	\$ 2,059,795.83	\$ 1,568,935.03	\$ 1,541,686.59	\$ 1,844,735.85	\$ 1,572,294.94	\$ 1,571,294.94	\$ 1,572,294.94	\$ 1,571,294.94	\$ 1,572,294.94
Total Expenses	\$ 2,755,527.15	\$ 2,399,828.33	\$ 3,064,017.61	\$ 2,780,025.07	\$ 2,326,071.24	\$ 2,312,671.99	\$ 2,497,188.32	\$ 2,766,916.22	\$ 2,268,916.22	\$ 2,268,916.22	\$ 2,268,916.22	\$ 2,268,916.22
Net	\$ (902,176.28)	\$ 416,038.52	\$ (326,151.64)	\$ 36,291.79	\$ 158,673.70	\$ 906,380.68	\$ 1,111,935.66	\$ 161,865.16	\$ 2,403,824.17	\$ 226,182.18	\$ 161,865.16	\$ 871,873.63
End Cash	\$ 3,785,563.20	\$ 2,883,386.92	\$ 3,299,425.44	\$ 2,973,273.80	\$ 3,009,565.69	\$ 3,168,239.29	\$ 4,074,619.97	\$ 5,188,585.63	\$ 5,348,420.81	\$ 7,752,244.98	\$ 7,978,427.15	\$ 8,140,292.33
End Cash	\$ 2,883,386.92	\$ 3,299,425.44	\$ 2,973,273.80	\$ 3,009,565.69	\$ 3,168,239.29	\$ 4,074,619.97	\$ 5,188,585.63	\$ 5,348,420.81	\$ 7,752,244.98	\$ 7,978,427.15	\$ 8,140,292.33	\$ 9,012,165.96
Investments	\$ 6,075,025.48	\$ 6,096,922.03	\$ 6,100,537.82	\$ 6,102,113.90	\$ 6,122,014.84	\$ 6,077,606.16	\$ 6,085,087.72	\$ 6,085,087.72	\$ 6,085,087.72	\$ 6,085,087.72	\$ 6,085,087.72	\$ 6,085,087.72
Total Available Cash	\$ 8,958,412.40	\$ 9,398,347.47	\$ 9,073,811.42	\$ 9,111,679.49	\$ 9,290,254.13	\$ 10,152,226.13	\$ 11,271,643.35	\$ 11,483,508.53	\$ 13,837,332.70	\$ 14,063,514.87	\$ 14,225,390.05	\$ 15,097,253.69
Actual												
Key												
Estimate												



Trust Department  
100 West Chicago Street  
Coldwater, MI 49036-1158  
Phone (517) 278-1569  
Toll Free (888) 481-7469

**Statement of Account**  
**April 1, 2026 Through April 30, 2026**  
**Community Mental Health Services Agency**  
**Account Number: 6200871**

Please contact your administrator  
with any questions concerning your account.

Emily Versteeg  
677 E. Main St.  
Centreville, MI 49032

*Confidential And Privileged Information*

April 01, 2026 through April 30, 2026

Account Name : Community Mental Health Services Agency

Account No : 6200871

## Account Summary

	Current	Year To Date
	April 1, 2026 To April 30, 2026	January 1, 2026 To April 30, 2026
<b>Beginning Market Value :</b>	\$6,077,601.16	\$6,100,537.62
<b>Receipts :</b>		
Cash Deposits :	\$0.00	\$0.00
Asset Deposits :	\$0.00	\$0.00
<b>Total Receipts :</b>	\$0.00	\$0.00
<b>Payments :</b>		
Disbursements :	\$0.00	\$0.00
Withdrawals and Distributions :	\$0.00	\$0.00
Administrative Expenses :	\$0.00	(\$2,269.67)
<b>Total Payments :</b>	\$0.00	(\$2,269.67)
<b>Investment Income :</b>		
Tax Free Income :	\$0.00	\$0.00
Taxable Interest :	\$10,257.12	\$26,445.80
Dividends :	\$0.00	\$0.00
Return of Capital (Income Assets Only) :	\$0.00	\$0.00
Other Income :	\$0.00	\$0.00
<b>Total Investment Income :</b>	\$10,257.12	\$26,445.80
<b>Investment Change :</b>	(\$2,770.56)	(\$39,626.03)
<b>Total Investment Change :</b>	(\$2,770.56)	(\$39,626.03)
<b>Ending Market Value :</b>	\$6,085,087.72	\$6,085,087.72

April 01, 2026 through April 30, 2026

Account Name : Community Mental Health Services Agency

Account No : 6200871

## Portfolio Summary

April 30, 2026

	Portfolio %	Cost Basis	Market Value	Estimated Ann Inc	Current Yield
Fixed Income	85.90%	5,296,266.05	5,227,157.29	231,136.83	4.42%
Money Market Funds	14.10%	857,930.43	857,930.43	29,584.87	3.45%
<b>Total Portfolio</b>	<b>100.00 %</b>	<b>6,154,196.48</b>	<b>6,085,087.72</b>	<b>260,721.70</b>	<b>4.28%</b>
<i>Net Cash</i>			0.00		
<b>Total Market Value</b>			<b>6,085,087.72</b>		

**Portfolio Components May Not Equal 100% Due To Rounding**

April 01, 2026 through April 30, 2026

Account Name : Community Mental Health Services Agency

Account No : 6200871

## Summary Of Investment Holdings

Shares or Par Value	Investment Category	U.S. Government Obligations	Cost Basis	Unit Value	Market Value	Estimated Ann Inc	Curr Yield	% Port		
250,000	Federal Farm Credit Banks	3.720% 12/01/2027	250,000.00	99.67	249,172.96	9,300.00	3.73%	4.09%		
250,000	Federal Farm Credit Banks	3.970% 11/28/2028	250,000.00	99.40	248,493.45	9,925.00	3.99%	4.08%		
250,000	Federal Home Loan Bank	4.000% 12/05/2028	250,000.00	99.78	249,460.63	10,000.00	4.01%	4.10%		
250,000	Federal Home Loan Bank	4.000% 12/02/2030	250,000.00	98.83	247,075.21	10,000.00	4.05%	4.06%		
250,000	Federal Home Loan Banks	3.700% 12/02/2030	250,000.00	98.34	245,853.76	9,250.00	3.76%	4.04%		
100,000	Federal Home Loan Bank	4.800% 05/20/2031	100,000.00	99.88	99,884.62	4,800.00	4.81%	1.64%		
250,000	Federal Farm Credit Banks	4.500% 11/28/2031	250,000.00	99.09	247,732.25	11,250.00	4.54%	4.07%		
250,000	Federal Home Loan Banks	4.290% 12/01/2031	250,000.00	98.06	245,141.50	10,725.00	4.38%	4.03%		
250,000	Federal Farm Credit Bank	4.660% 10/27/2032	249,940.05	99.21	248,012.69	11,650.00	4.70%	4.08%		
250,000	Federal Farm Credit Bank	4.600% 11/24/2032	250,000.00	98.94	247,356.98	11,500.00	4.65%	4.06%		
250,000	Federal Farm Credit Bank	4.680% 11/17/2033	249,876.00	99.08	247,709.90	11,700.00	4.72%	4.07%		
250,000	Federal Home Loan Banks	4.700% 12/29/2033	250,000.00	98.76	246,905.18	11,750.00	4.76%	4.06%		
250,000	Federal Home Loan Banks	4.750% 06/02/2034	250,000.00	98.83	247,086.11	11,875.00	4.81%	4.06%		
250,000	Federal Farm Credit Bank	4.800% 12/01/2034	250,000.00	98.67	246,673.90	12,000.00	4.86%	4.05%		
250,000	Federal Home Loan Banks	4.950% 12/04/2034	250,000.00	99.26	248,154.04	12,325.00	4.97%	4.08%		
250,000	Federal Home Loan Bank	4.800% 12/11/2034	250,000.00	98.94	247,360.28	12,000.00	4.85%	4.07%		
250,000	Federal Farm Credit Bank	4.830% 12/18/2034	250,000.00	98.72	246,799.30	12,075.00	4.89%	4.06%		
250,000	Federal Home Loan Banks	4.520% 12/03/2035	250,000.00	98.58	246,443.01	11,300.00	4.59%	4.05%		
500,000	Federal Home Loan Bank	5.000% 12/12/2035	500,000.00	99.13	495,648.43	25,000.00	5.04%	8.15%		
<b>Totals</b>						<b>4,849,815.05</b>	<b>4,800,964.20</b>	<b>218,425.00</b>	<b>4.55%</b>	<b>78.90%</b>

April 01, 2026 through April 30, 2026

Account Name : Community Mental Health Services Agency

Account No : 6200871

## Summary Of Investment Holdings

Shares or Par Value	Investment Category	Cost Basis	Unit Value	Market Value	Estimated Ann Inc	Curr Yield	% Port
<b>Brokered Cert. of Deposit</b>							
50,000	First National Bank of Amer	50,000.00	98.26	49,129.45	625.00	1.27%	0.81%
50,000	JPMorgan Chase Bank	50,000.00	98.07	49,032.82	500.00	1.02%	0.81%
200,000	JP Morgan Chase Bank CD	200,000.00	99.87	199,736.82	8,000.00	4.01%	3.28%
<b>Totals</b>							
		300,000.00		297,899.09	9,125.00	3.06%	4.90%
<b>Century Bank and Trust Money Mkt</b>							
857,930.43	Century Bank and Trust Money	857,930.43	1.00	857,930.43	29,584.87	3.45%	14.10%
<b>Totals</b>							
		857,930.43		857,930.43	29,584.87	3.45%	14.10%
<b>ETF U.S. Obligations</b>							
1,150	MFC iShares TIPS	146,451.00	111.56	128,294.00	3,586.83	2.80%	2.11%
<b>Totals</b>							
		146,451.00		128,294.00	3,586.83	2.80%	2.11%
<b>Total Investments</b>							
<b>Plus Net Cash</b>							
<b>Total Market Value</b>							
		6,154,196.48		6,085,087.72	260,721.70	4.28%	100.00%
				0.00			
				6,085,087.72			

April 01, 2026 through April 30, 2026

Account Name : Community Mental Health Services Agency

Account No : 6200871

## Account Transactions

Date	Description	Amount
	<u>Starting Balance</u>	\$ 0.00
	<u>Dividends and Interest</u>	
04/01/2026	Interest JPMorgan Chase Bank 1.0000% 12/31/26	249.34
04/01/2026	Interest Century Bank and Trust Money Interest From 03/01/2026 To 03/31/2026	1,682.78
04/27/2026	Interest Federal Farm Credit Bank 4.6600% 10/27/32	5,825.00
04/29/2026	Interest Federal Home Loan Bank 5.0000% 04/29/32	2,500.00
	<b>Sub Total</b>	<b>10,257.12</b>
	<u>Sales, Maturities or Redemptions</u>	
04/30/2026	Sell Federal Home Loan Bank 5.0000% 04/29/32 100000 PV @ \$100.00 Cost Basis Removed \$100,000.00 FULL CALL	100,000.00
	<u>Miscellaneous</u>	
04/27/2026	Accretion - Adjust Cost on Taxlots Federal Farm Credit Bank 4.6600% 10/27/32 Adjust Cost Of \$2.55 [Bond Disc Act]	100,000.00
	<b>Sub Total</b>	<b>0.00</b>
	<u>MONEY MARKET ACTIVITY</u>	
5	Purchases ( s ) For	110,257.12
	<b>Ending Balance</b>	<b>\$ 0.00</b>



## BOARD POLICY V.05

AREA:	Governance		
POLICY TYPE:	Executive Limitations	PAGE:	1 of 2
POLICY TITLE:	FINANCIAL CONDITIONS/ACTIVITIES (JUNE '26)	EFFECTIVE:	09/28/2022
		REVIEWED:	06/30/2026

### POLICY:

With respect to the actual, ongoing financial condition and activities, the CEO will not cause or allow the development of fiscal jeopardy or material deviation of actual expenditures from board priorities established in Ends policies.

The CEO will not

1. Expend more funds than have been received in the fiscal year to date, with the exception of federal, state, and local required services.

*Executive Officer Response:* We are currently overspent in Medicaid at just over \$1.13 million, and in Healthy Michigan Plan, we are underspent by \$269k. For a total Medicaid deficit of just over \$863,764. We are still \$2.1 million short of Milliman's revenue expectations for FY 26.

2. Use any long-term reserves.

*Executive Officer Response-* No long-term reserves have been expended.

3. Allow payroll and debts to be settled in an untimely manner.

*Executive Officer Response-* We did have an instance where the credit card bill was not paid timely in May, which resulted in a late fee (\$40) and potential interest expense. This has been addressed and will ensure that it does not occur again in the future.

4. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.

*Executive Officer Response-* Tax payments are paid for through Paycor as an automatic process.

5. Make a single purchase or commitment of greater than \$20,000. Splitting orders to avoid this limit is not acceptable.

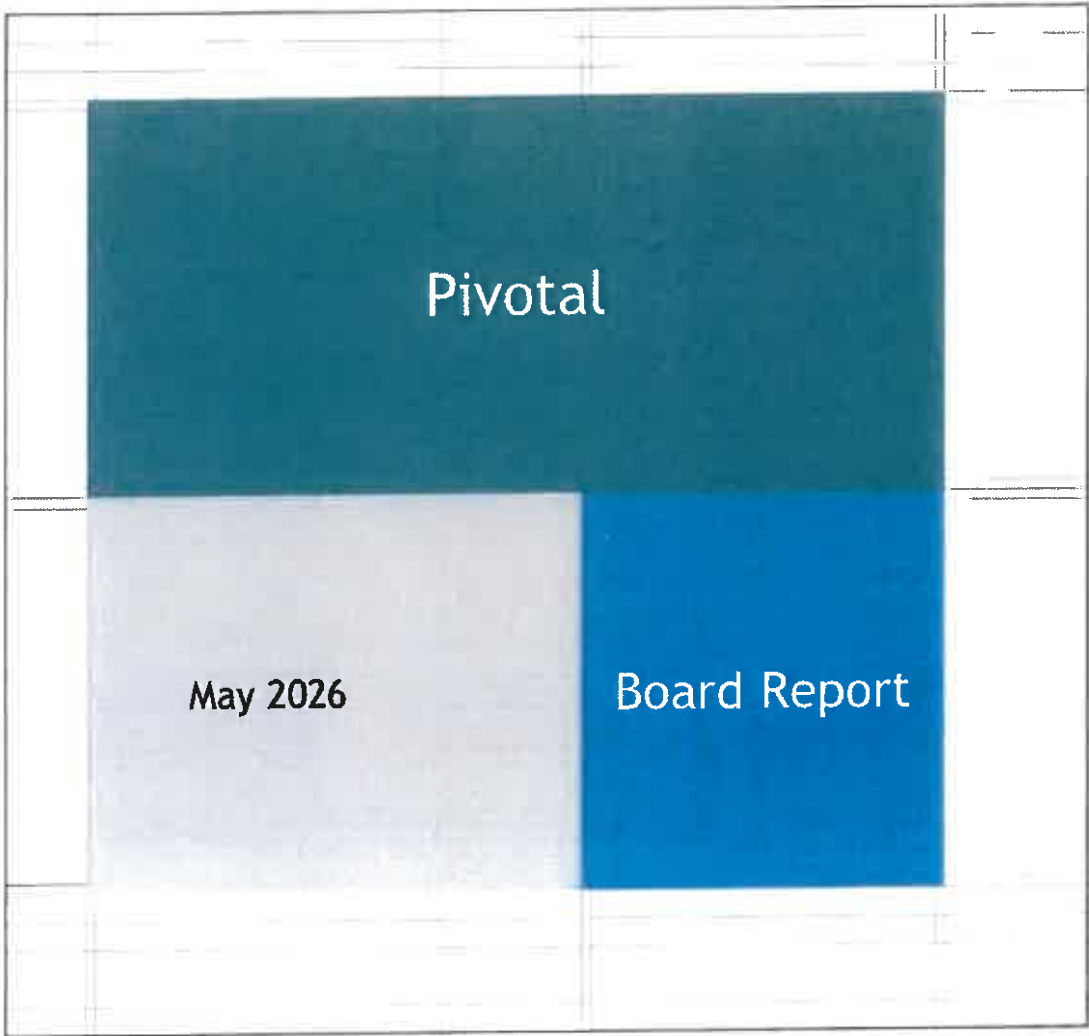
*Executive Officer Response-* No purchases greater than \$20,000 occurred.

6. Acquire, encumber or dispose of real estate.

*Executive Officer Response-* No real estate transactions have taken place.

7. Allow receivables to be unpursued after a reasonable grace period.

*Executive Officer Response-* Policies of uncollected funds are being followed and adhered to. Should the board wish to aggressively pursue collections, such as collection agencies, I will do so. However, current practices require you to bill repeatedly for 4 months, and if you can't or don't pay, the bill is then written off.



**Pivotal**

**Statement of Activities**

October 1, 2025 through May 31, 2026

	Operating Fund	Projected Total Activities	Prior Year Total Activities	Favorable (Unfavorable)
<b>Operating revenue</b>				
<b>SWMBH Funding</b>				
Medicaid capitation	\$12,597,021	\$ 18,895,532	\$ 19,122,295	\$ (226,763)
Medicaid capitation - Settlement	1,132,834	1,699,251	660,144	1,039,107
Healthy Michigan Plan	1,134,824	1,702,236	2,290,308	(588,072)
Healthy Michigan Plan - Settlement	(269,070)	(403,605)	47,880	(451,485)
CCBHC FFS Payments	6,540,389	9,810,584	5,349,080	4,461,504
CCBHC Accrual Estimate	2,813,079	4,219,619	2,741,514	1,478,104
SUD Block Grant	82,934	124,401	81,152	43,249
<b>Federal &amp; State Sources</b>				
State general fund	695,040	1,042,560	1,042,561	(1)
State general fund - Settlement				
Federal and state grants	387,582	581,373	794,952	(213,579)
<b>Local revenue</b>				
County appropriation	171,512	257,268	257,268	
Client fees	310,901	466,352	410,087	56,265
Performance Based Incentive Program			817,404	(817,404)
Rent revenue	7,360	11,040	9,960	1,080
Other revenue	59,880	89,820	113,865	(24,045)
<b>Total operating revenue</b>	<b>25,664,286</b>	<b>38,496,429</b>	<b>33,738,469</b>	<b>4,757,960</b>
<b>Operating expenses</b>				
Administration	3,449,210	5,173,815	4,730,862	442,953
Internal Services	4,454,564	6,681,846	6,113,513	(568,333)
Provider claims	12,327,259	18,490,889	16,827,204	(1,663,685)
Grant expenses	295,053	442,580	796,626	354,047
Vehicles	41,556	62,334	53,759	(8,575)
Facilities	486,765	730,148	600,356	(129,791)
<b>Total operating expenses</b>	<b>21,054,407</b>	<b>31,581,611</b>	<b>29,122,320</b>	<b>(1,573,384)</b>
<b>Change in net position</b>	<b>4,609,879</b>	<b>6,914,819</b>	<b>4,616,149</b>	<b>2,298,670</b>
<b>Net position, beginning of year</b>	<b>13,176,209</b>	<b>13,176,209</b>	<b>8,560,060</b>	
<b>Net position, end of year</b>	<b>\$17,786,088</b>	<b>\$ 20,091,028</b>	<b>\$ 13,176,209</b>	

**Pivotal**

**Statement of Position**  
 Proprietary Funds  
 May 31, 2026

	Operating Fund	Balance September 30 2025	Favorable (Unfavorable)
<b>ASSETS</b>			
Cash position	\$ 5,118,294	\$ 4,061,913	\$ 1,056,381
Investments	6,082,429	6,054,752	27,677
Receivables:			
Accounts receivable	40,457	44,685	(4,228)
Due from State of Michigan	2,825,008	7,872	2,817,136
Due from SWMBH	5,036,958	286,881	4,750,077
Due from other governments	42,878	64,317	(21,439)
Prepaid items	303,728	257,555	46,173
Capital assets not being depreciated			
Capital assets being depreciated, net	2,167,546	2,289,525	(121,979)
<b>Total assets</b>	<b>21,617,298</b>	<b>13,067,500</b>	<b>8,549,798</b>
<b>LIABILITIES</b>			
Accounts payable	2,250,760	2,099,620	151,140
Due to MDHHS			
Due to SWMBH	-	(3,829,290)	3,829,290
Accrued liabilities	347,768	206,224	141,544
Unearned revenue	16,234	15,976	258
Long-term debt:			
Due within one year			
Due in more than one year	510,889	609,183	(98,294)
Lease liability	171,517	255,536	(84,019)
Accrued sick and vacation	534,042	534,042	0
<b>Total liabilities</b>	<b>3,831,210</b>	<b>(108,709)</b>	<b>3,939,919</b>
<b>NET POSITION</b>			
Net investment in capital assets	1,656,657	1,680,342	1,680,342
Unrestricted	16,129,431	11,495,867	4,633,564
<b>Total net position</b>	<b>\$17,786,088</b>	<b>\$13,176,209</b>	<b>\$ 4,609,879</b>

**Pivotal**

**Statement of Activities**

Budget to Actual - October 1, 2025 through May 31, 2026

	<u>Original Budget</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Over (Under) Budget</u>
<b>Operating revenue</b>				
<b>SWMBH Funding</b>				
Medicaid capitation	\$ 21,525,540	\$ 14,350,360	\$ 12,597,021	\$ (1,753,339)
Medicaid capitation - Settlement			1,132,834	1,132,834
Healthy Michigan Plan	2,309,457	1,539,638	1,134,824	(404,814)
Healthy Michigan Plan - Settlement			(269,070)	(269,070)
CCBHC FFS Payments	6,057,205	4,038,137	6,540,389	2,502,252
CCBHC Accrual Estimate			2,813,079	2,813,079
SUD Block Grant	78,968	52,645	82,934	30,289
<b>Federal &amp; State Sources</b>				
State general fund	1,042,560	695,040	695,040	
State general fund - Settlement				
Federal and state grants	758,742	505,828	387,582	(118,246)
<b>Local revenue</b>				
County appropriation - St Joseph County	257,268	171,512	171,512	
Client fees	401,842	267,895	310,901	43,006
<b>Performance Based Incentive Program</b>				
Rent revenue	2,160	1,440	7,360	5,920
Other revenue	225,000	150,000	59,880	(90,120)
<b>Total operating revenue</b>	<b>32,658,742</b>	<b>21,772,495</b>	<b>25,664,286</b>	<b>3,891,791</b>
<b>Operating expenses</b>				
Administration	5,400,000	3,600,000	3,449,210	(150,790)
Internal Services	6,700,000	4,466,667	4,454,564	(12,103)
Provider claims	19,000,000	12,666,667	12,327,259	(339,408)
Grant expenses	758,742	505,828	295,053	(210,775)
Vehicles	200,000	133,333	41,556	(91,777)
Facilities	600,000	400,000	486,765	86,765
<b>Total operating expenses</b>	<b>32,658,742</b>	<b>21,772,495</b>	<b>21,054,407</b>	<b>(718,088)</b>
<b>Change in net position</b>			<b>4,609,879</b>	<b>4,609,879</b>
<b>Net position, beginning of year</b>	<b>13,176,209</b>	<b>13,176,209</b>	<b>13,176,209</b>	
<b>Net position, end of year</b>	<b>\$ 13,176,209</b>	<b>\$ 13,176,209</b>	<b>\$ 17,786,088</b>	<b>\$ 4,609,879</b>

Cash Flow Analysis FY26

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
SWH/BH	\$ 1,623,616.83	\$ 1,736,874.35	\$ 1,731,252.07	\$ 1,750,991.30	\$ 1,420,584.92	\$ 2,074,635.27	\$ 1,778,344.89	\$ 1,756,244.39	\$ 1,794,088.00	\$ 1,794,088.00	\$ 1,734,068.00	\$ 1,794,068.00
CCBHC	\$	\$ 942,597.90	\$ 774,764.15	\$ 823,836.25	\$ 900,469.68	\$ 974,416.60	\$ 1,563,870.50	\$ 525,076.77	\$ 814,383.88	\$ 814,383.98	\$ 814,383.98	\$ 814,383.98
Settlement	\$	\$	\$	\$	\$	\$	\$	\$	\$ 2,951,967.44	\$	\$	\$
General Fund	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00	\$ 86,880.00
Other	\$ 76,537.04	\$ 49,514.60	\$ 144,949.75	\$ 80,282.31	\$ 76,790.34	\$ 63,176.80	\$ 115,711.59	\$ 106,309.76	\$ 91,903.27	\$ 91,903.27	\$ 91,903.27	\$ 91,903.27
County Approp	\$ 64,317.00	\$	\$	\$ 64,317.00	\$	\$	\$ 64,317.00	\$	\$	\$ 64,317.00	\$	\$
Total Revenue	\$ 1,853,350.87	\$ 2,815,866.85	\$ 2,737,865.97	\$ 2,816,316.86	\$ 2,484,744.94	\$ 3,219,052.67	\$ 3,609,173.98	\$ 2,474,510.82	\$ 5,678,202.70	\$ 2,791,552.26	\$ 2,727,235.26	\$ 2,727,235.26
Payroll/Fringe	\$ 708,514.84	\$ 713,442.33	\$ 1,236,109.74	\$ 720,229.24	\$ 757,136.21	\$ 770,985.40	\$ 652,452.48	\$ 784,742.16	\$ 792,714.05	\$ 792,714.05	\$ 792,714.05	\$ 792,714.05
External	\$ 2,048,912.31	\$ 1,686,396.00	\$ 1,827,907.87	\$ 2,059,795.83	\$ 1,568,935.03	\$ 1,541,686.59	\$ 1,844,735.85	\$ 2,215,016.03	\$ 1,848,170.69	\$ 1,848,170.69	\$ 1,848,170.69	\$ 1,848,170.69
Total Expenses	\$ 2,755,527.15	\$ 2,399,838.33	\$ 3,064,017.61	\$ 2,780,025.07	\$ 2,326,071.24	\$ 2,312,671.99	\$ 2,497,188.32	\$ 2,999,748.19	\$ 2,641,884.74	\$ 2,641,884.74	\$ 2,641,884.74	\$ 2,641,884.74
Net	\$ (892,176.28)	\$ 416,028.52	\$ (326,151.64)	\$ 36,281.79	\$ 158,673.70	\$ 906,380.68	\$ 1,111,935.66	\$ (525,237.27)	\$ 3,037,317.96	\$ 149,667.52	\$ 85,356.52	\$ 85,356.52
Begin Cash	\$ 3,785,553.20	\$ 2,893,388.92	\$ 3,299,425.44	\$ 2,973,273.80	\$ 3,009,565.59	\$ 3,168,239.29	\$ 4,074,619.97	\$ 5,186,555.83	\$ 4,654,318.36	\$ 7,696,656.32	\$ 7,848,303.84	\$ 7,903,654.36
End Cash	\$ 2,893,388.92	\$ 3,299,425.44	\$ 2,973,273.80	\$ 3,009,565.59	\$ 3,168,239.29	\$ 4,074,619.97	\$ 5,186,555.63	\$ 4,661,318.36	\$ 7,696,656.32	\$ 7,848,303.84	\$ 7,903,654.36	\$ 8,019,004.88
Investments	\$ 6,075,025.48	\$ 6,056,922.03	\$ 6,100,537.67	\$ 6,102,113.90	\$ 6,122,014.84	\$ 6,077,606.16	\$ 6,085,087.72	\$ 6,102,330.11	\$ 6,102,330.11	\$ 6,102,330.11	\$ 6,102,330.11	\$ 6,102,330.11
Total Available Cash	\$ 8,958,412.40	\$ 9,396,347.47	\$ 9,073,811.42	\$ 9,111,679.49	\$ 9,290,254.13	\$ 10,152,276.13	\$ 11,271,643.35	\$ 10,763,648.47	\$ 13,800,966.43	\$ 13,950,633.95	\$ 14,035,984.47	\$ 14,121,334.98
Key												
Estimate												



## BOARD POLICY VI.09

AREA:	Governance		
POLICY TYPE:	Governance Process	PAGE:	1 of 1
POLICY TITLE:	<b>COST OF GOVERNANCE</b>	EFFECTIVE:	09/28/2022
		REVIEWED:	05/26/2026

### **POLICY:**

Because poor governance costs more than learning to govern well, the board will invest in its governance capacity.

Accordingly:

1. Board skills, methods, and supports will be sufficient to assure governing with excellence.
  - A. Training and retraining will be used liberally to orient new members and candidates for membership, as well as to maintain and increase existing member skills and understandings.
  - B. Outside monitoring assistance will be arranged so that the board can exercise confident control over organizational performance. This includes, but is not limited to, fiscal audit.
  - C. Outreach mechanisms will be used as needed to ensure the board's ability to listen to owner viewpoints and values.
2. Costs will be prudently incurred, though not at the expense of endangering the development and maintenance of superior capability.

Community Mental Health & Substance Abuse Services  
of St. Joseph County DBA Pivotal

**BOARD POLICY I.2**

AREA:	Governance	PAGE:	1 of 6
SECTION:	Mission, Vision/Values & By-Laws	EFFECTIVE:	06-26-2007
SUBJECT:	<b>BY-LAWS</b>	REVIEWED:	05/27/25
		REVISED:	08-27-2024

**COMMUNITY MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES OF ST. JOSEPH COUNTY**

BYLAWS

COMMUNITY MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES  
OF ST. JOSEPH COUNTY DOING BUSINESS AS (DBA) PIVOTAL

**ARTICLE I  
NAME AND PURPOSE**

Section 1. The name of the Authority shall be the Community Mental Health and Substance Abuse Services of St. Joseph County ("CMHSAS-SJC") DBA Pivotal as of May 1<sup>st</sup>, 2023.

Section 2. The purpose of the Board shall be to implement the Authority's mission and the provisions of the Mental Health Code, Act 258 of the Public Acts of 1974 of the State of Michigan (MCL 330.1100 et. seq.), as amended.

**ARTICLE II  
POWERS**

Section 1. General Powers. Except as otherwise provided in these Bylaws, Pivotal possesses all of the powers set forth in MCL 330.1205(4).

Section 2. Actions. Pivotal's purposes shall be accomplished, and its powers exercised through the actions of the Board as set forth in these Bylaws or as delegated by the Board to officers, committees, or other agents.

Section 3. Compliance with Laws. Pivotal and its Board, officers, and staff shall fully comply with all applicable laws, regulations, and rules, including without limitation Public Act 267 of 1976 (the "Open Meetings Act") and Public Act 422 of 1976 (the "Freedom of Information Act"). In order to facilitate compliance with applicable laws, the Board may develop compliance policies and procedures to the extent it deems necessary and appropriate. In the event that noncompliance with any applicable law is brought to the attention of the Board or Pivotal, immediate corrective action shall be taken by the appropriate source to ensure compliance.

### ARTICLE III BOARD OF DIRECTORS

Section 1. General Powers. The business, property, and affairs of Pivotal shall be managed by the Board of Directors ("Board") in accordance with the requirements of the Mental Health Code, MCL 330.1100 et seq.

Section 2. Membership of the Board. The Board shall consist of twelve (12) members appointed by the St. Joseph County Board of Commissioners in accordance with the provisions of Section 222 of the Mental Health Code. Board membership shall consist of no more than six (6) state, county, or local public officials and at least one third (1/3) of the members shall be primary consumers or family members and at least one half (1/2) of that one third (1/3) shall be primary consumers. The chairperson shall conduct a survey each April after appointment of members to verify compliance with this Section 2.

Section 3. Terms. The term of office for each Board member shall be three (3) years following appointment in April. Board members may request to be reappointed for an additional term by submitting a written request for reappointment to the St. Joseph County Board of Commissioners.

Section 4. Removal. Any member of the Board may be removed by the appointing Board of Commissioners for neglect of official duty or misconduct in office after being given a written statement of reasons and an opportunity to be heard on the removal.

Section 5. Resignation. Any member of the Board may resign at any time by written notification to the appointing Board of Commissioners. The resignation will be effective upon receipt of the notice by the Board of Commissioners or at a later time, as designated in the notice.

Section 6. Vacancy. A vacancy may occur through death, resignation, or removal of a Board member. Vacancies shall be filled for the remainder of an unexpired term in the same manner as original appointments.

Section 7. Attendance. Board members are expected to attend all meetings. In the event of two (2) consecutive absences without a valid reason, the Board member shall be contacted regarding attendance by the Board Chair.

Section 8. Compensation. Board members shall receive pay for attendance at Board and committee meetings and other Pivotal related meetings and conferences at the per diem rate established by Board policy, which shall not exceed the per diem rate approved by the St. Joseph County Board of Commissioners to be paid to members of other County advisory boards. A Board member shall not receive more than one per diem payment per day, regardless of the number of meetings attended on that day. Board members shall be reimbursed for mileage incurred for necessary travel, not to exceed the mileage reimbursement as determined by the St. Joseph County Board of Commissioners.

#### **ARTICLE IV BOARD OFFICERS**

Section 1. Officers. The officers of the Board shall be a Chairperson, Vice Chairperson, and Secretary.

Section 2. Election of Officers. The officers shall be elected by a majority vote for a term of one (1) year at the regular meeting of the Board in April of each year.

Section 3. Removal. An officer may be removed from his or her officer position by a two-thirds (2/3) vote of the Board.

Section 4. Duties. The duties of the officers shall be as follows:

- (a) The Chairperson shall preside at the board meetings and, with Board approval, appoint all standing and special committees. The Chairperson will be an ex-officio member of all committees.

The Chairperson shall perform such other duties as may be assigned by the Board so that the Board can effectively carry out its duties under the Mental Health Code.

(b) The Vice Chairperson shall preside at all meetings of the Board in the absence of the Chairperson and shall perform such other duties as may be assigned to him/her by the Chairperson of the Board.

(c) The Secretary shall assure that a record is made and preserved of the complete minutes of all meetings of the Board. Copies of such minutes will be forwarded to each Board member prior to the next meeting. The Secretary shall assure that the Board follows the Open Meetings Act in the scheduling and operation of its meetings and decisions.

## ARTICLE V MEETINGS

Section 1. Regular Meetings. The Board shall hold at least 6 regularly scheduled meetings each year, with the intended frequency of monthly at such times and places as the Board shall determine in compliance with the Open Meetings Act. Written notice of each regular meeting shall be given by mail or electronic mail to each member prior to each meeting, stating the date, time, and place of such meeting.

Section 2. Special Meetings. Special meetings may be called at the discretion of the Chairperson (or the Vice Chairperson, in the absence of the Chairperson) or upon written request of any two (2) Board members delivered to the Chairperson. All Board members shall be notified of special meetings at least 36 hours in advance by personal delivery, e-mail, fax, or telephone and provided with the agenda.

Section 3. Quorum. A majority of the officially appointed and serving members of the Board shall constitute a quorum for the business transaction. All Board members shall vote unless excused by the Board Chairperson. The Chairperson shall vote on all matters unless excused by the Board. A majority of members present shall be required to approve all items except the following, which shall require a two-thirds (2/3) vote of the entire Board:

- (a) The hiring and firing of the Chief Executive Officer;
- (b) Amendments to these bylaws.

Section 4. Cancellation of Board Meetings. The Chairperson of the Board may cancel a scheduled board meeting after consulting with all board members and receiving two-thirds (2/3) consent

from board members. Notice of the cancellation, including the reason for cancellation, shall be provided to all board members as soon as practicable.

**Provisions for rescheduling:** If a meeting is canceled, the Chairperson may reschedule the meeting at a later date, provided that reasonable notice is given to all board members, as well as posting as required by the Open Meetings Act.

**CEO Signing Authority and Purchasing Power:** In the event of a board meeting cancellation, the CEO shall be granted automatic signing authority for all matters requiring board approval until a subsequent board meeting is convened and adjourned. Additionally, the CEO's purchasing authority shall be doubled during this period.

Section 5. Rules of Order. The most recent edition of Robert's Rules of Order shall govern the Board where applicable.

Section 6. Public Comment. The public may comment at meetings of the Board upon recognition by the Chairperson in accordance with the Open Meetings Act. The Board's Agenda will predetermine the period of time to be devoted to public comments at each Board meeting. Individuals wishing to address the Board can do so during the public comment portion of the Agenda and shall be limited to three (3) minutes or less in order to allow the Board to conduct its business. The Board Chairperson can waive any time limits at his/her discretion.

## ARTICLE VI COMMITTEES

Section 1. Establishment of Committees. The Board may establish committees to the extent it deems necessary and appropriate. Committees of the Board shall operate solely in an advisory capacity and may provide recommendations to the Board. Committees shall have no decision-making authority.

Section 2. The Executive Committee shall be the only standing committee. A meeting of the Executive Committee can be called by the Chairperson or the CEO. The Executive Committee acts as a liaison between the board and the CEO in between Board meetings. The authority of the Executive Committee shall be, unless specific actions are given by the board as a whole to the committee, then the Committees' authority is limited to an advisory role only.

**ARTICLE VII**

**STAFF**

Section 1. Chief Executive Officer. The Board shall appoint and Pivotal shall employ a Chief Executive Officer who shall be responsible for the day-to-day operation of Pivotal in accordance with the requirements and policies established by the State of Michigan and the Board.

Section 2. Chief Financial Officer. Pivotal shall employ a Chief Financial Officer who shall report to the Chief Executive Officer and shall receive, deposit, invest, and disburse Pivotal's funds in the manner authorized by the Board, and shall have charge and custody over Pivotal funds and securities, maintain accurate records of Pivotal receipts and disbursements, deposit all moneys and securities received by Pivotal at such depositories in Pivotal's name that may be designated by the Board, and perform all duties incident to the office and as assigned by the Chief Executive Officer.

**ARTICLE VIII**

**CONFLICT OF INTEREST**

Section 1. Any possible conflict of interest on the part of any Board member shall be disclosed to the other Board members and made a matter of record as soon as a Board member becomes aware of such conflict/possible conflict and annually thereafter as long as the conflict remains in existence.

Section 2. Any Board member having a conflict of interest on any matter shall not vote or use their personal influence on the matter, and they shall not be counted in determining whether a quorum exists, even when permitted by law. The minutes of the meeting should reflect that a disclosure of conflict was made, that the Board member abstained from voting, and the calculation of the quorum.

**ARTICLE IX**

**MISCELLANEOUS**

Section 1. Dissolution. In the event of dissolution of Pivotal, St. Joseph County shall receive such real and personal property as is then held by Pivotal after the payment of all outstanding debts and obligations.

Section 2. Conflict with Michigan Law. In the event that any provision of these Bylaws conflicts with Michigan law, Michigan law shall govern.



## BOARD POLICY I.1

AREA:	Governance	PAGE:	1 of 1
SECTION:	Mission/Vision/Values & By-Laws	EFFECTIVE:	12/9/08
SUBJECT:	<b>MISSION, VISION &amp; STATEMENT OF ORGANIZATIONAL VALUES</b>	REVISED:	8/29/23
		REVIEWED:	5/27/25

### MISSION:

We enhance the lives of the citizens we serve by providing a range of individualized mental health, substance abuse, wellness and recovery services.

### VISION:

Pivotal will be the premier behavioral health care agency providing an excellent system of care for the community in need by focusing on wellness, hope and recovery.

### STATEMENT OF ORGANIZATIONAL VALUES:

We will ensure that services are delivered in a manner that is:

- Customer centered
- Community based
- Welcoming and accessible
- Outcome based and valued by customers
- Offered by competent, friendly, and helpful employees
- Respectful of, and responsive to cultural diversity
- Trauma Informed



## BOARD POLICY VI.10

AREA:	Governance	PAGE:	1 of 4
SECTION:	Board Governance Process	REVISED:	10/30/2024
SUBJECT:	<b>RECIPIENT RIGHTS ADVISORY COMMITTEE</b>	REVIEWED:	6/25/2026

### **PURPOSE/EXPLANATION:**

To provide recipient rights protection to the Board's customers.

### **POLICY:**

Therefore the Board shall appoint a committee for recipient rights advisory purposes that consists of at least seven members of which at least two are Pivotal Board members. The make up of the committee shall be broadly based so as to best represent the varied perspectives of the community mental health services program's geographic area. One third of the membership shall be primary consumers or family members. Of that one third, at least one half shall be primary consumers.

Functions: The advisory committee shall do all of the following:

1. Shall be appointed by the Pivotal Board of Directors for a 3 year term.
2. Meet at least semi annually or as necessary to carry out its responsibilities.
3. Maintain a current list of member's names to be made available to individuals upon request.
4. Maintain a current list of categories represented to be made available to individuals upon request.
5. When vacancies occur the RRAC shall request an appointment of a new member.
6. Shall ensure the CMH Rights staff attend committee meetings as ex officio.
7. Protect the office of recipient rights from pressures that could interfere with the impartial, even-handed, and thorough performance of its functions.
8. Recommend candidates for director of the office of recipient rights to the executive director and consult with the director regarding any proposed dismissal of the director of the office of recipient rights.
9. Serve in an advisory capacity to the executive director and the director of the office of recipient rights.
10. Review and provide comments, goals and recommendations on the annual report submitted by the executive director to the community mental health services program board under Section 755.
11. Review of the funding for the Office of Recipient Rights. Designated by the Board of Pivotal to serve as the Appeals Committee for a recipient's appeal under Section 784.
12. Meetings of the Advisory Committee are subject to the Open Meetings Act, Act. No. 267 of the Public Acts of 1976, being Sections 15.261 to 15.275 of the Michigan Compiled Laws.
13. Minutes shall be maintained and made available to individuals upon request.

As outlined hereafter in this policy, Pivotal will appoint the Advisory Committee to take on the duties of the Appeals Committee. Therefore, Pivotal will enforce the Advisory/Appeals Committee as outlined in the Michigan Mental Health Code as one committee.

The following will be enforced:

1. The appeals committee will consist of seven individuals, none of whom shall be employed by the Department of Community Health or Pivotal.
2. The function of the appeals committee is to hear appeals of recipient rights matters.
3. An appeals committee may request consultation and technical assistance from the Department of Community Health.
4. A member of an appeals committee who has a personal or professional relationship with an individual involved in an appeal shall abstain from participating in that appeal as a member of the committee.
5. The appeals committee will adhere to the guidelines for responding to appeals as outlined in the Michigan Mental Health Code and detailed as follows:

#### ***GUIDELINES FOR RECIPIENT RIGHTS APPEALS PROCESS***

- Definition of Appeal:** Not later than 45 days after receipt of the summary report under section 782, the complainant, recipient, if different from complainant, guardian, if any, or parent of a minor, may file a written appeal with the appeals committee with jurisdiction over the office of recipient rights that issued the summary report.
- Criteria:**
- (1) An appeal (definition stated above) shall be based on one of the following grounds:
    - a. The investigative findings of the office are not consistent with the facts or with law, rules, policies or guidelines.
    - b. The action taken or plan of action proposed by the respondent does not provide an adequate remedy.
    - c. An investigation was not initiated or completed on a timely basis.
  - (2) The office shall advise the appellant that there are advocacy organizations available to assist the appellant in preparing the written appeal and shall offer to refer the appellant to those organizations. In the absence of assistance from an advocacy organization, the office shall assist the appellant in meeting the procedural requirements of a written appeal. The office shall also inform the appellant of the option of mediation under section 786 of Michigan Mental Health Code.
- Guidelines:**
- (1) Within five business days after receipt of the written appeal, at least two members of the appeals committee shall review the appeal to determine whether it meets the criteria set forth in Criteria (1) a,b,c.
    - a. If the appeal is denied because the criteria in Criteria (1) were not met, the appellant shall be notified in writing within the 5 business day period.
    - b. If the appeal is accepted, written notice shall be provided to the appellant within the 5 day business day period.
    - c. If the appeal is accepted, a copy of the appeal shall be provided to the respondent within the 5 day business day period.
    - d. If the appeal is accepted, a copy of the appeal shall be sent to the responsible

mental health agency within the 5 day business day period.

- (2) Within 30 days after receipt of a written appeal:
  - a. Appeals committee shall meet.
  - b. Review the facts as stated in all complaint investigation documents and do one of the following:
    - ◆ Uphold the investigative findings of the office and the action taken or plan of action proposed by the respondent.
    - ◆ Return the investigation to the office and request that it be reopened or reinvestigated.
      - ◆ The reinvestigation will be completed within 45 days and follow the standards established in [330.1778 of Chapter 7A of the Mental Health Code](#). If the reinvestigated complaint is appealed, this appeal will be heard at the state level.
      - ◆ Upon receipt of the RIF, the director will take appropriate remedial action (if substantiated) and will submit a written summary report to the complainant, recipient, if different than the complainant, parent or guardian, and the appeals committee within 10 business days.
      - ◆ If a request for additional or different action is sent to the Director, a response will be sent within 30 days as to the action taken or justification as to why it was not taken. The response will be sent to the complainant, recipient, if different than the complainant, parent or guardian, and the appeals committee.
    - ◆ Uphold the investigative findings of the office but recommend that the respondent take different or additional action to remedy the violation.
    - ◆ Recommend that the Executive Director take remedial action to address the lack of timeliness with the rights office if the appeal concerns the timeliness of the investigation.
    - ◆ If the responsible mental health agency is a community mental health services program or a licensed hospital, recommend that the board of the community mental health services program or the governing board of the licensed hospital request an external investigation by the state office of recipient rights. If external investigation from MDHHS-ORR is sought, the board will send a letter of request to the director of MDHHS-ORR within 5 business days of receipt of the request from the appeals committee. The director of the CMH making the request will be responsible for the issuance of the summary report, which will identify the grounds and advocacy information and MDHHS-ORR Appeal committee as the committee for any appeal.
- (3) The appeals committee shall document its decision in writing along with a statement to the appellant regarding their right to appeal within 45 days to the Department Health and Human Services. Within 10 working days after reaching its decision, it shall provide copies of the decision to the respondent, appellant, recipient if different than the appellant, the recipient's guardian if a guardian has been appointed, the responsible mental health agency, and the rights office.
- (4) Within 45 days after receiving written notice of the decision of an Appeals Committee, the appellant may file a written appeal with the department.

The appeal shall be based on the record established in the previous appeal, and on the allegation that the investigative findings of the local office of recipient rights are not consistent with the facts or with law, rules, policies or guidelines.

- (5) Upon receipt of an appeal, the department shall give written notice of receipt of the appeal to the appellant, respondent, Office of Recipient Rights, and the responsible mental health agency. The respondent, Office of Recipient Rights, and the responsible mental health agency shall ensure that the department has access to all necessary documents and all other evidence cited in the complaint.
- (6) The department shall review the record based on the allegation described. The department shall not consider additional evidence or information that was not available during the appeal, although the department may return the matter to the board.

Within 30 days after receiving the appeal, the department shall review the appeal and do one of the following:

- ◆ Affirm the decision of the Appeals Committee
- ◆ Return the matter to the board with instruction for additional investigation and consideration.

The department shall provide copies of its action to the respondent, appellant, recipient if different than the appellant, the recipient's guardian if a guardian has been appointed, the board and the Office of Recipient Rights.



## **Issue Media Group & Pivotal 2026-2027 Proposal for Second Wave**

### **I. ABOUT ISSUE MEDIA GROUP**

Launched in 2005 in Detroit, MI, Issue Media Group (IMG) publishes independent journalism through a network of online publications and newsletters. IMG connects with readers and communities through listening sessions and other events. We tell stories about impact from the ground up through a solutions-oriented, narrative journalism approach, lifting up their community's most visionary and active people, businesses, and organizations. We focus on the issues most important to the communities we serve, such as sustainability, transportation, arts and culture, talent, neighborhoods, small businesses, and education.

### **ABOUT SECOND WAVE**

Second Wave is a digital news publication focused on the dynamic communities, businesses, and residents of Kalamazoo, Battle Creek, and the surrounding area. We cover what's next in entrepreneurship, creative culture, and urban development in and around the county.

### **II. OUR APPROACH**

The decline of local news has left many communities with diminished access to reliable, in-depth reporting. As traditional newsrooms shrink, coverage of issues shaping daily life—such as education, workforce, housing, health, and arts—continues to erode. This creates “news deserts” where critical stories go untold and civic participation declines.

In response, IMG publishes editorially independent, solutions-oriented news that is community-informed and accessible through pay-wall free publications like Second Wave. Our approach helps readers understand complex challenges in the community by focusing on the organizations, projects, and individuals working to improve conditions and solve problems. We hire local journalists, photographers, and editors who are part of these communities, providing a trusted, familiar voice to our reporting. By building authentic relationships with residents and community partners, we ensure that coverage reflects lived experiences, elevates underrepresented voices, and fosters dialogue that leads to greater civic engagement and collective problem-solving.

### **III. SCOPE OF WORK**

Funding from Pivotal will support Second Wave Media in the following way:

#### **Option 1: Dedicated Series - MI Mental Health Underwriting**

Scope of Work:

Support from Pivotal will allow Issue Media Group to focus editorial coverage on mental health in Southwest Michigan and participate in the statewide Michigan series, MI Mental Health. Coverage will aim to uplift the people, programs, and organizations working to address the challenges and solutions related to mental health.

See additional specific deliverables and benefits below, includes the following:

- Editorial advisory meeting with Client, funding partner(s) and/or other stakeholders to help shape coverage
- Editorial coverage in the form of features, profiles, news, and/or other
- Original or supplied photography
- Advertising placement in website and/or newsletter - Client responsible for providing graphic assets
- Dedicated boosting dollars in local publication(s) social channels to increase reach and engagement
- Logo placement in local publication(s) "Sponsored By" footer
- Content reuse rights with proper credit to author and/or photographer when used

#### **Option 2: Partner Content in Second Wave**

- Four (4) Feature stories about Pivotal written by IMG reporters
- Original or supplied photography
- Social media promotion, newsletter promotion
- Funder attribution and link back to your site on all stories
- Priority advertising aligned with key topic areas

#### IV. BUDGET OPTIONS

- **Option 1: MI Mental Health Coalition Underwriting: \$10,000**
- **Option 2: Four Partner Content Features in Second Wave : \$12,000**

#### V. CONTRACT DATES / DURATION

- **Start Date:** June 30th, 2026
- **End Date:** June 30th, 2027
- **Duration:** 12 months

#### VI. UNDERWRITING POLICY

Issue Media Group (IMG) offers its underwriters the opportunity to directly align their brands with content about talent, innovation, diversity, and place. In addition, IMG provides corporations, governments, institutions, nonprofits, and foundations with similarly focused missions a way to use their media budgets to support and expand coverage of job growth, economic development, real estate, non-profit innovation, city building, and placemaking.

Underwriting is the basis of our model as an organization. Underwriters are considered crucial to our organization, and their support is the reason that IMG can produce content within a broad spectrum of topics. Support from underwriters allows IMG to dedicate editorial resources to cover key issue areas that are of importance to both the underwriter and IMG's mission.

We work with like-minded stakeholders who have shared values and missions. Because of our intersecting interests, we may cover our underwriters' work journalistically. However, IMG observes strict boundaries regarding the direction, review, and approval of published content.

IMG encourages underwriters to pitch ideas through Editorial Listening Sessions and to our editorial teams. We value the knowledge our partners bring to our work, and we encourage underwriters to send story ideas, trends in underwriters' areas of expertise, and press releases. However, published content is at the discretion of the editorial teams, and all final decisions regarding content are made without client approval.

While underwriters are not allowed to review or approve content, IMG works with them to establish focus areas that will be included in coverage. If an underwriter desires the ability to direct or edit content, the content will be considered “Partner Content” and given a treatment that distinguishes it from editorial content. The underwriter’s logo will be embedded in the story, and a transparency statement will be included.

IMG works with underwriters to fully understand the issues they care about. However, IMG trusts its editorial teams to shape stories around issues in a way that will resonate with readers.

IMG honors truthfulness and strives to avoid conflicts of interest in our reporting. This includes real conflicts and acts that may appear to be a conflict. To this end, we opt to disclose any relationships with underwriters that could be perceived as complicating our journalistic mission.

IMG also offers custom publishing. Leveraging our deep bench of freelance talent and experience covering topics related to growth, development, talent, and the new economy, IMG creates custom content solutions based on our client’s needs and the stories they want to tell.

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## **VII. ISSUE MEDIA GROUP CONTACT**

**Name: Natalie DePhillips**

**Title: Senior Partnerships Manager**

**Email: [natalie@issuemediagroup.com](mailto:natalie@issuemediagroup.com)**

June 15, 2026

Cameron Bullock, MBA  
Chief Executive Officer  
Pivotal  
677 E. Main Street  
Centreville, MI 49032

**RE:** Proposal Letter for Additional Services  
Administration Addition – East Side  
DHAЕ Project No.: 24034.01

Dear Cameron:

Thank you for the opportunity to submit this additional services proposal to Pivotal.

**Additional Services Scope**

The original proposal letter based our CA fee on a construction duration of 9-10 months; breaking ground on May 20, 2025 with Substantial Project Completion of February 13, 2026. Based on the updated construction schedule, ground breaking commenced in September of 2025 with Final Inspection duration end date now at August 20, 2026. This substantial extension has not altered our commitment to ongoing OAC meetings, submittals, RFI's, and attendance at board meetings. With this in mind, the original fee proposed did not account for 6-7 months of additional construction time.

Our site visits increased to weekly in February and March once the footings, steel, and CMU were starting to be constructed.

**Time and Fee Adds:**

- GC contract vs. CM contract = additional work on design team with multiple changes in design and methodologies
- Every change impacts most disciplines and consultants
- Atypical amount of RFI's and ask for details for size and scope of project
- Three different RTU modifications
- Extended project time for construction adds additional OAC meetings
- Coordination with separate site work project

With the extended timeline for site visits, this also has an impact on our reimbursable expenses.

To adjust for construction completion, we are requesting a total of \$37,113.00 for additional design services.

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For reimbursable services, we are also beyond our original contractual amount and our requesting an additional \$2,212.00.

**Deliverables**

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- Continued Construction Administration Services to Complete the Extended Construction duration.

**Basic Compensation**

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Basic compensation for standard architecture and engineering services shall be billed on a lump sum not-to-exceed basis of THIRTY SEVEN THOUSAND ONE HUNDRED THIRTEEN DOLLARS (\$37,113.00).

Expenses for standard architecture and engineering services shall not exceed TWO THOUSAND TWO HUNDRED TWELVE DOLLARS (\$2,212.00).

Sincerely,



Valerie L. Wright, LEED AP  
President & CEO

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This agreement was entered into as of the date and year noted above. Please sign below to indicate acceptance and agreement with the terms of this letter and return one signed copy to our office.

Accepted and Agreed on Behalf of  
Pivotal

Date

**RATES, TERMS AND CONDITIONS**

The following are Diekema Hamann's rates, terms and conditions for projects. The term "Client" shall refer to Pivotal. We are holding the same hourly rates from the original contract rates from 2024.

**SCHEDULE OF HOURLY PROFESSIONAL SERVICE RATES**

<u>Position/Classification</u>	<u>Hourly Rate</u>
Senior Principal Architect	\$260
Principal Engineer	\$220
Senior Interior Designer	\$140
Principal Architect	\$210
Senior Commissioning Engineer	\$180
Senior Engineer	\$165
Project Manager (Architect)	\$160
Architect	\$160
Commissioning Engineer	\$155
Engineer	\$140
Senior BIM/CAD Technician	\$125
Project Coordinator (Architect)	\$130
Engineering Designer	\$120
BIM/CAD Technician (Engineering)	\$110
CAD Operator/Technician (Architecture)	\$110
Interior Designer	\$110
Architectural Graduate	\$110
Administrative/Clerical (Architecture)	\$100
Administrative/Clerical (Engineering)	\$85
Support (Engineering Intern)	\$75
Support (Architecture Intern)	\$80

These rates are in effect through December 2026.

**REIMBURSABLE EXPENSES**

Expenses will be reimbursed as follows:

- Automobile Travel: Rate per mile will be the IRS Standard Business Rate for travel outside of Kalamazoo or Grand Rapids, Michigan.
- Purchased services are invoiced at actual cost plus 10% to cover handling. Services include, but are not limited to:
  - Reproduction and Printing
  - Postage and Express Delivery
  - Consultants (if required)
  - Subcontracted Services
  - Travel and Living Expenses - outside of Kalamazoo or Grand Rapids, Michigan
  - Rented or Leased Equipment
  - Expendable Supplies (purchased directly in support of project)
  - Legal proceedings including, but not limited to preparation, depositions, interrogatories, court appearances, etc. to be billed at the hourly rates above.

**BILLING / PAYMENTS**

The time of all employees is kept to the nearest one-half (1/2) hour. Invoices will be submitted monthly with a summary of each classification showing time, rate and the amount charged.

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Invoices are due thirty (30) days net. Overtime will be charged in excess of forty (40) hours per week. A percentage markup will not be applied to the premium portion of overtime. Retainers, where applicable, will be credited to the final invoice.

**LATE PAYMENTS**

A finance charge of zero (0) percent per month will be added for accounts not paid within thirty (30) days of invoice. DHA will be forced to stop work if invoices are not paid within sixty (60) days, without waiving any claim or right against Client, and without liability whatsoever to Client.

**TERMINATION**

This agreement may be terminated by either Client or DHA should the other fail to perform its obligations hereunder. In the event of termination, Client shall pay DHA for all services rendered to the date of termination, of reimbursable expenses, and reimbursable termination expenses.

**CHANGES TO DRAWINGS**

Any changes required to drawings previously approved by Client will be made as an additional service under the terms described above.

**INCORPORATION**

Client acknowledges that DHA is a Corporation and agrees that any claim made by Client arising out of any act or omission of any director, officer, or employee of DHA in the execution or performance of this Agreement, and within the scope of their employment, shall be made against DHA, and not against such director, officer or employee.

**INSURANCE**

DHA shall obtain and keep in full force and effect the insurance policies and requirements, as specified in Exhibit A of this Agreement, with carriers rated B+ or better by A.M. Best, at or above the specified minimum required limits during the full term of the contract.

**INDEMNITY AND LIABILITY**

DHA agrees, to the fullest extent permitted by law, to indemnify and hold harmless Client, its officers, directors and employees (collectively, Client) against all damages or liabilities, to the extent caused by the DHA's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom the DHA is legally liable.

Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless DHA, its officers, directors, employees and subconsultants (collectively, DHA) against all damages or liabilities, to the extent caused by Client's negligent acts, errors or omissions in connection with the Project as well as the acts, errors or omissions of its contractors, subcontractors or consultants or anyone for whom Client is legally liable.

Neither Client nor DHA shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

**LIMITATION OF LIABILITY**

In recognition of the relative risks and benefits of the Project to both Client and DHA, the risks have been allocated such that Client agrees, to the fullest extent permitted by law, to limit the liability of DHA's, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from

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any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of DHA and DHA's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed the minimum required limits of insurance described in Exhibit A., or DHA's total fee for services rendered on this Project, whichever is lesser. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

#### **WAIVER OF CONSEQUENTIAL DAMAGES**

DHA and Client waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement.

#### **WAIVER OF SUBROGATION**

DHA and Client waive all rights against each other and any of their contractors, subcontractors, consultants, agents and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work. DHA and Client, as appropriate, shall require of their contractors, subcontractors, consultants, agents and employees, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policy shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

#### **RECORD RETENTION**

DHA will retain pertinent records relating to the services performed for a period of five (5) years following submission of the construction documents, during which period the records will be made available to Client at reasonable times for a reasonable fee.

#### **JOB-SITE SAFETY**

Neither the professional activities of DHA nor the presence of DHA or DHA's employees and sub-consultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques, or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. DHA and DHA's personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. Client agrees that the General Contractor is solely responsible for job-site safety and warrants that this intent shall be made evident in Client's agreement with the General Contractor. Client also agrees that Client, DHA, and DHA's consultants shall be indemnified and shall be made additional insureds under the General Contractor's general liability insurance policy on a primary and non-contributory basis.

#### **CONSTRUCTION PHASE**

DHA shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the construction work on any project, nor shall DHA be responsible for the contractor's failure to perform the construction work in accordance with the requirements of the

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plans and specifications prepared by DHA. DHA shall not have control over or charge of, and shall not be responsible for, acts or omissions of the contractor or of any other persons or entities performing portions of the construction work.

**PROJECT INFORMATION**

DHA shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner, including services and information provided by other design professionals or consultants directly to the Owner. These services and information include, but are not limited to, surveys, tests, reports, diagrams, drawings and legal information.

**STANDARD OF CARE**

DHA shall perform its services consistent with the professional skill and care ordinarily provided by A/E's practicing in the same or similar circumstances. DHA shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the project.

**DISPUTE RESOLUTION**

Any claims or disputes made during design, construction or post-construction between Client and DHA shall be submitted to non-binding mediation. Client and DHA agree to include a similar mediation agreement with all contractors, sub-contractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties. The mediation shall be governed by the then current Construction Industry Mediation Rules of the American Arbitration Association ("AAA"). Mediation shall be a condition precedent to the initiation of any other dispute resolution process, including court actions.

**THIRD-PARTY BENEFICIARIES**

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Client or DHA. DHA's services under this Agreement are being performed solely for Client's benefit, and no other party or entity shall have any claim against DHA because of this Agreement or the performance or nonperformance of services hereunder. Client and DHA agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.

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## May 2026

### Administrative

- Attended Operations Committee Meeting
- Met with Vandoit, the company I am looking at for some vehicles I would like to purchase, they are coming up with a quote, and I will be working with Grants, donors, etc, to be able to see if we can purchase without utilizing any Pivotal Funds.
- Met with the Union for our Routine Quarterly meetings
- Reviewed internal costing compared to regional norms, and we are working on determining how to reduce our intern costs for Case Management services, otherwise we are in line, or lower than most of the region.
- I approved 9500 to clean up the space behind the building. There are a lot of fallen logs, brush, etc., that need to be taken care of.
- I approved 2500 for radio ads for Mental Health Awareness, changes in BHUC hours, and a general notice of service through SWICK broadcasting.
- Inspiration Studios, lots of additional supplies, folders, and new CCBHC handbooks as required by the state.
- Financial Compliance Audit has begun
- Met with Mend, a company that may be able to help with our no-shows, etc. We are doing our homework and will be meeting with another CMH to see how they actually like it and if the cost is worth it. Quick estimates put the initial cost at 60k and the annual cost at 50k.
- Attended Beacon Health Systems Advisory Council Meeting
- The Leadership Academy was yesterday
- Attended NatConn
- Attended a CARF Survey in Omaha, Nebraska
- Met with the Sturgis Area Community Foundation regarding the Mental Health Gala
- Attended Inter-Regional System Planning meeting for potential new RFP
- Attended United Way RadioThon

### Clinical

- Finished up Staff Survey findings
- Met with SMWBH to discuss Conflict Free Access and Planning and changes that might need to happen starting 10/1/26

### Human Resources

#### Open Positions:

- Outpatient Therapist
- Home-Based Therapist
- Adult Case Manager (New Position)
- SA Case Management (New Position)
- Med Clinic Supervisor (New Position)
- Accounting Assistant

**Pending:**

- Med Clinic Director – Prabhjot Grewal
- Clubhouse Janitorial

**Transfers:**

- Team Lead – Med Clinic Kelly Shaffer

**Resignations:**

- Kristy Barkley (June 5<sup>th</sup> Retirement)
- Uriah Marriott

## June Directors Report 2026

### Administrative

- Attended CCBHC Caucus Meeting with MDHHS
- Met with Diekema Hamman - Architect
- Met with CMHA for Strategic Cooperation workgroup
- Met with Sheriff Spence regarding Autism awareness and partnership
- Attended CTA Board meeting
- Attended MiPLan Board meeting in Lansing
- Attended Manager Development Venture Resources LLC.
- Attended SWMBH Board meeting
- Attended SJC HSC meeting
- I met with United Way to discuss a project I would like to work on, will be bringing this to the board in July.
- Attended a meeting with SWMBH/Mid-State Health Network. This would be a potential alternative to MiPlan if there is another RFP.

### Clinical

- Met with St. Clair County CMH to discuss their implementation of MEND and trying to identify if it is worth asking for at Pivotal. Still under discussion
- We did a much better job with our LOCUS MiFast review compared to 3 years ago. Kudos to the management team and staff for making the hard work look easy.

### Human Resources

#### Open Positions:

- Outpatient Therapist
- Clinical Supervisor Children's (New Position)
- Clinical Supervisor SUD/OP (New Position)
- Access Care Manager I/II

#### Pending:

- Med Clinic Director – Prabhjot Grewal (TBD)
- Clinical Supervisor – Adults (7/20/26)
- Adult Case Manager (New Position) (7/13/2026)

#### Transfers:

- CCBHC Case Manager – Emily Goble (TBD)
- SA Case Management - Maddison Adams (TBD)

#### Resignations:

- Dylan Schwartz – July 2<sup>nd</sup>

## Affinity House Advisory Board Agenda

May 20, 2026

**Present:** Elizabeth, Jo, Travis, Holly, Adam, Rick, Gail, Liz, Cory

**Absent:** Max, Jessica, Jill, Ron

1. **Call to Order:** 12:09pm
2. **Approval of Agenda:** Adam motioned, Holly supported
3. **Approval of Minutes:** Adam motioned, Jo supported
4. **Banking Account:** Adam motioned, Jo Supported.
  - a. Total Cash on hand: 167.35
  - b. Restricted Funds from Pivotal: \$15995.84
  - c. FY '25/'26 Budget: \$288,809.00
  - d. Credit Card monthly max allowance was raised to \$5000.00
5. **Accreditation Updates:**
  - a. Holly, Jeannine, Isabella attending 2-week Comprehensive Training in July
  - b. Adam suggested a list of trainings that Affinity House attends be placed on the Agenda somewhere – proof of meeting Accreditation standards and account balance.
  - c. Discussion of Social Outings – Board is okay with outings continuing to start at 3:00pm on weekdays. Accreditation recommended them to start at 4:00pm but attendance was decreasing and Members wanted to go home earlier
6. **Employment:**
  - a. No longer partnered with Beacon
  - b. Short one TE position
7. **Education:**
  - a. Two Members returned to Clubhouse – One is currently attending and one is starting soon.
  - b. Continuing to have a good handful of Members in attendance or prepared to start soon – Two at GOCC.
8. **Advisory Board:**
  - a. Thomas from SJCTA was supposed to come today. Holly will check in with him to see if he is still interested.
  - b. Holly left message for Erin Goff.
  - c. Holly left messages for Yancey and has not heard.
  - d. Rick has not heard from Jill.
  - e. Gail stated that Stacey Linihan plans to sit on board.
  - f. Rick with check with a pharmacist for interest in sitting on the board.
  - g. Board meetings: Board voted to start bi-monthly meetings: Cory motioned, Adam supported.
    - i. Discussed starting virtual options for meeting as well.
9. **Fundraising:**
  - a. Today is a fund raiser for a lunch meal.
  - b. Culver's plans to send Adam a form to help raise money through Lions Club. Adam will try to find Board Members and Affinity House Members to assist in serving people at Culver's.
10. **Advocacy:**
  - a. Jo stated that the Fair Grounds will have an event to celebrate America's 250 celebration. Jo suggested to attend as an outing or have Clubhouse Members offer to volunteer.
  - b. Holly and Jen presented to Case Management
  - c. Holly presented at ISD

d. Holly and Tyrone plan to present for New Hires at Pivotal.

11. For the good of the order:

12. Meeting Adjourned: 12:45pm

**Next Meeting:**  
July 15, 2026  
Noon-1300 hours

**\*Standard 33 – International Clubhouse** - The Clubhouse has an independent board of directors, or if it is affiliated with a sponsoring agency, has a separate advisory board comprised of individuals uniquely positioned to provide financial, legal, legislative, employment development, consumer and community support and advocacy for the Clubhouse.  
**Advisory Board Mission Statement** - 'The Advisory Board will be comprised of individuals who are actively engaged in supporting Affinity House to become integrated into the community through employment, advocacy, and fundraising events.'

**Affinity House**  
**Statement of Revenues and Expenditures**  
**October 2025-December 2026**

	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar
<b>Balances</b>						
Savings Account	\$1,511.78	\$1,279.29	\$15,875.50	\$16,063.50	\$16,059.90	\$16,217.90
Cash on Hand	\$ 1,112.81	\$ 1,583.83	\$ 1,279.21	\$ 1,188.69	\$ 1,491.22	\$ 850.57
	<b>\$ 2,624.59</b>	<b>\$ 2,863.12</b>	<b>\$ 17,154.71</b>	<b>\$ 17,252.19</b>	<b>\$ 17,551.12</b>	<b>\$ 17,068.47</b>
Colleague Charges		\$984.51	\$793.13	\$ 1,066.52	\$ 1,436.20	\$ 1,610.20
<b>Revenues</b>						
CH Sales						
Lunch Orders	\$ 1,161.85	\$ 155.47	\$ 119.35	\$ 150.00	\$ 231.06	\$ 291.15
Café	\$ 309.80	\$ 264.77	\$ 287.26	\$ 391.41	\$ 321.61	\$ 279.67
Member Payments	\$ 1,088.81	\$ 945.60	\$ 898.02	\$ 847.95	\$ 1,311.40	\$ 1,237.15
Clerical Copies /bottles	\$ 23.30	\$ 1.05	\$	\$ 3.45	\$	\$ 50.10
<b>Total Revenues</b>	<b>\$ 2,583.76</b>	<b>\$ 1,366.89</b>	<b>\$ 1,304.63</b>	<b>\$ 1,392.81</b>	<b>\$ 1,864.07</b>	<b>\$ 1,858.07</b>
<b>Expenditures</b>						
Groceries	\$	\$ 722.31	\$ 1,662.47	\$ 1,753.14	\$ 2,066.13	\$ 1,462.19
Colleague Withdrawals						
Other						
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 722.31</b>	<b>\$ 1,662.47</b>	<b>\$ 1,753.14</b>	<b>\$ 2,066.13</b>	<b>\$ 1,462.19</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>\$ 2,583.76</b>	<b>\$ 644.58</b>	<b>\$ (357.84)</b>	<b>\$ (360.33)</b>	<b>\$ (202.06)</b>	<b>\$ 395.88</b>

	26-Apr	26-May	26-Jun	26-Jul	26-Aug	26-Sep	26-Oct	26-Nov
\$	\$15,995.84							
\$	167.35							
\$	16,163.19	\$	\$	\$	\$	\$	\$	\$
\$	1,280.01							
\$	268.55							
\$	204.11							
\$	1,341.50							
\$	78.10							
\$	1,892.26	\$	\$	\$	\$	\$	\$	\$
\$	882.74							
\$	882.74	\$	\$	\$	\$	\$	\$	\$
\$	1,009.52	\$	\$	\$	\$	\$	\$	\$

**Affinity House**  
**Budget through Pivotal**  
**As of October 2025-December 2026**

	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr
<b>Revenues</b>							
Fundraising	\$	408.00					
Donations	\$	50.00	125				
<b>Expenditures</b>							
Supplies	\$	60.08	80.43	303.86	153.78	176.28	132.50
Staff Mileage							
Trainings/Dues						50.00	12.50
SJCTA Billing	\$	1,662.00	1,806.00	1,854.00	2,910.00	3,216.00	3,216.00
CH Vans/Gas	\$	1,352.33	430.25	230.07	528.39	1,620.35	722.40
Building/Land Expenses							
Total Expenditures	\$	2,152.33	2,347.26	2,387.93	3,592.17	5,062.63	4,083.40

Medicaid Cost

26-May      26-Jun      26-Jul      26-Aug      26-Sep      26-Oct      26-Nov      26-Dec

\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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## Affinity House Restricted Donations

<u>Donor</u>	<u>Amount</u>	<u>Received</u>
Constantine American Legion	300.00	Apr 2023
Sturgis Bank & Trust	425.00	Jun 2023
BPOE 1248	2,500.00	Aug 2023
Sturgis Area Community Foundation	1,152.06	Sep 2023
Edward Jones Trust - David E Bell	100.00	Dec 2023
Edward Jones Trust - Georgina C Austermann	250.00	Dec 2023
Bruce E and Leslie M Van Gelder	25.00	Jan 2024
Fraternal Order of Police Lodge 106	150.00	Apr 2024
Bill Parker Memorial	100.00	May 2024
Bohm's Adult Foster Care	48.00	Jul 2024
St Joseph County Sheriff Mount Division	500.00	Aug 2024
Myra Hampton in Memory of Laura Willis	50.00	Aug 2024
Walmart Spark Good Local Grant	500.00	Sep 2024
Bohm's Adult Foster Care	48.00	Sep 2024
St Joseph County United Way	336.00	Nov 2024
Bohm's Adult Foster Care	24.00	Nov 2024
Bohm's Adult Foster Care	24.00	Nov 2024
Marcus Evans - Lunches at Affinity	50.00	Nov 2024
Meijer Grant	5,000.00	Dec 2024
Bohm's Adult Foster Care	48.00	Jan 2025
BPOE 1248 - Gratitude Grant	2,500.00	Feb 2025
First Presbyterian Church - Sturgis	100.00	Feb 2025
Nathaniel Loper - Lunches at Affinity	50.00	Mar 2025
Bohm's AFC	48.00	Mar 2025
Abbott - Cybergrant	50.00	Apr 2025
Gloria Jones	25.00	May 2025
Teresa Eills	15.00	May 2025
Bohm's AFC	48.00	May 2025
Michiana Guardianship Services Inc - Nathaniel Loper Lunches	100.00	May 2025
Michiana Guardianship Services Inc - Nathaniel Loper Lunches	100.00	Jun 2025
Michiana Guardianship Services Inc - Elisha Pisco Lunches	50.00	Jun 2025
Abbott Cyber Grant	50.00	Jun 2025
Michiana Guardianship Services Inc - Nathaniel Loper Lunches	50.00	Jul 2025
Michiana Guardianship Services Inc.- Nathaniel Loper Lunches	50.00	Aug 2025
Abbott Cyber Grant	65.00	Aug 2025
Community Mental Health Association of Michigan - Clubhouse Training Reimb	370.29	Aug 2025
Michiana Guardianship Services Inc - Elisha Pisco expenses	15.00	Aug 2025
Guardian Finance & Advocacy - Verda Reed meals	48.00	Sep 2025
Michiana Guardianship Services Inc - Roy Zickafoose lunches	60.00	Sep 2025
Michiana Guardianship Services Inc - Nathaniel Loper Lunches	50.00	Sep 2025
Bohm's Adult Foster Care	24.00	Sep 2025
Cybergrant - Abbott	85.00	Sep 2025
Cybergrant - Abbott	20.00	Sep 2025
Community Mental Health Association of Michigan - Clubhouse Training Reimb	3,000.00	Sep 2025
Guardian Finance & Advocacy - Verda Reed meals	48.00	Oct 2025
Michiana Guardianship Services Inc - Nathaniel Loper Lunches	50.00	Oct 2025

Michiana Guardianship Services Inc - Roy Zickafoose lunches	60.00	Oct 2025
Michiana Guardianship Services Inc - Elisha Pisco Lunches	10.00	Oct 2025
Ann & Jonathan Molvik - 5K Run	60.00	Oct 2025
St Joseph County United Way - 5K Run	325.00	Oct 2025
Michiana Guardianship Services Inc - Nathaniel Loper Lunches	50.00	Nov 2025
Michiana Guardianship Services Inc - Elisha Pisco snacks	10.00	Nov 2025
Michiana Guardianship Services Inc - Roy Zickafoose lunches	60.00	Nov 2025
Guardian Finance & Advocacy - Verda Reed meals	48.00	Nov 2025
Michiana Guardianship Services Inc - Elisha Pisco snacks	10.00	Dec 2025
Michiana Guardianship Services Inc - Nathaniel Loper Lunches	50.00	Dec 2025
Michiana Guardianship Services Inc - Roy Zickafoose lunches	60.00	Dec 2025
Guardian Finance & Advocacy - Verda Reed meals	48.00	Dec 2025
Guardian Finance & Advocacy - Verda Reed meals	48.00	Jan 2026
Michiana Guardianship Services Inc - Nathaniel Loper lunches	50.00	Jan 2026
Michiana Guardianship Services Inc - Roy Zickafoose lunches	60.00	Jan 2026
Michiana Guardianship Services Inc - Elisha Pisco Lunches	10.00	Jan 2026
Jennifer Hendricks	20.00	Jan 2026
Guardian Finance & Advocacy - Verda Reed meals	48.00	Feb 2026
Michiana Guardianship Services Inc - Elisha Pisco snacks	10.00	Feb 2026
Michiana Guardianship Services Inc - Roy Zickafoose lunches	60.00	Feb 2026
Michiana Guardianship Services Inc - Nathaniel Loper Lunches	50.00	Feb 2026
Cybergrant - Abbott	10.00	Mar 2026
Michiana Guardianship Services Inc - Roy Zickafoose lunches	60.00	Mar 2026
Michiana Guardianship Services Inc - Elisha Pisco Lunches	10.00	Mar 2026
Guardian Finance & Advocacy - Verda Reed meals	48.00	Mar 2026
Cybergrant - Abbott	10.00	Mar 2026
Jennifer Hendricks	20.00	Mar 2026
Guardian Finance & Advocacy - Verda Reed meals	48.00	Apr 2026
Michiana Guardianship - Elisha Pisco meals	10.00	Apr 2026
Michiana Guardianship - Roy Zickafoose lunches	60.00	Apr 2026

20,124.35

Total Restricted Donations

<u>Vendor / Items purchased</u>	<u>Amount</u>	<u>Paid</u>
Bofa Inc - T-shirts for 5K	146.30	Oct 2024
Holly Cerny - Reimbursement for John Ball Zoo Outing	292.35	Nov 2024
Chase Card Services - Membership -Frederik Meijer Gardens	85.00	Dec 2024
Holly Cerny - Reimbursement for Gilmore Car Museum	216.00	Dec 2024
Holly Cerny - Reimbursement for Three Rivers Bowling	160.00	Apr 2025
Holly Cerny - Reimbursement for food from Sam's Club	253.47	May 2025
Holly Cerny - Reimbursement for food from Sam's Club	142.78	May 2025
Holly Cerny - Reimbursement for food from Sam's Club	225.92	May 2025
Holly Cerny - Reimbursement for food from Walmart	232.96	May 2025
Holly Cerny - Reimbursement for food from Sam's Club & Meijer	409.63	Jun 2025
Holly Cerny - Reimbursement to Affinity House for meals at training	44.75	Jul 2025
Superior Receipt Book Company - T-Shirts	709.78	Aug 2025
Holly Cerny - Reimbursement for Alligator Sanctuary & food from Sam's Club	640.09	Sep 2025
Chase Credit Card - Yoder's Country Market - food	57.82	Dec 2025

Holly Cerny - Reimbursement for food from Gordon Food Service & Meijer	171.60	Feb 2026
Holly Cerny - Reimbursement for food from Sam's Club	287.30	Apr 2026
Chase Card Services - Yoder's	12.76	Apr 2026
Chase Card Services - South Lanes bowling	80.00	Apr 2026
<b>Total Payments from Restricted Donations</b>	<u><b>4,168.51</b></u>	
<b>Account Balance</b>	<u><b>15,955.84</b></u>	



*Affinity House Calendar*

# JUNE 2026



SUN	MON	TUE	WED	THU	FRI	SAT
	Menu Planning 1	Health and Wellness 2	Clubhouse 701 3 OUTING: In-House Movie 3-5	House Meeting 4	Safety and Education 5	OUTING: Free Fishing Weekend in Constantine for Lunch @ Piper's 6
7	Menu Planning 8	Health and Wellness 9	Clubhouse 701 10	House Meeting 11 ART OUTING: Rock Painting 3-5	Safety and Education 12	13
14	Menu Planning 15	Health and Wellness 16 OUTING: BINGO 3-5	Clubhouse 701 17 Board Meeting @ Noon	House Meeting 18	Safety and Education 19	OUTING: Three Rivers Car Show \$4 for Breakfast 20
21	Menu Planning 22	Health and Wellness 23	Clubhouse 701 24 OUTING: Family Night Sturgis 4-5	House Meeting 25	Safety and Education 26	27
28	Menu Planning 29	Health and Wellness 30 OUTING: Mini-Golf 3-5 \$2				

**OPEN Monday- Friday  
8am-4pm**

*Affinity  
House Lunch  
MEALS*

# JUNE 2026

*Pride Month*

SUN	MON	TUE	WED	THU	FRI	SAT
	1 Biscuits and Gravy Fruit Pear Crisp	2 Mac & Cheese Green Beans Banana Pudding	3 Pizza Bagels Roasted Vegetables Sugar Cookie Bars	4 Fish Sandwich Tater tots Ice cream (Chocolate sauce)	5 Spaghetti and Meatballs Garlic Knots Leftover Desserts	6
7	8 Blueberry Pancakes Sausage Superman Ice Cream	9 Coney Dogs Better Maid Potato Chips Apple Crumble	10 Pasties Asparagus Detroit Bump Cake	11 Wet Burrito Mexican Rice Cherry Pie	12 Olive Burger French Fries Leftover Desserts	13
14	15 Egg Casserole Toast w/jelly Oatmeal Raisin Cookies	16 Turkey Chili Corn Bread Orange Sherbet	17 Hamburger Waffle Fries Brownies	18 Pizza Side Salad Banana Muffins	19 Pork Chops Cucumber Salad Leftover Desserts	20
21	22 Breakfast Burrito Turkey Bacon Peach Crisp	23 Beef and Broccoli Fried Rice Jell-O	24 Lazy Lasagna Garlic Sticks Choc Chip Cookies	25 BBQ Chicken Coleslaw Dump Cake	26 Chicken Fettuccini Homemade Bread Leftover Desserts	27
28	29 French Toast Bacon Fruit Smoothies	30 Hamburger Gravy w/Potatoes Texas Toast Chocolate Cobbler				



# Affinity House

A Place to Belong

April 2026  
Newsletter



**CLUBHOUSE MICHIGAN**  
Communities. Opportunities. Hope.



**Clubhouse International**  
Creating Community. Changing the World of Mental Health.

677 E. Main St. Suite B  
Centreville, MI 49032  
Hours: M-F 8am-4pm  
Phone: (269)467-1923  
Email: [AffinityHouse2020@gmail.com](mailto:AffinityHouse2020@gmail.com)



## AFFINITY CLUBHOUSE MISSION STATEMENT

*Assisting individuals in Michigan with emphasis in St Joseph County who are living with the effects of mental illness. Individuals participate in the clubhouse work ordered day, allowing members to avoid isolation and develop social skills, employment (prevocational skills), education, and build friendships.*



**EATING GOOD AT CLUBHOUSE**

## UPCOMING EVENTS

7th: Game Night

14th: Lowry's Book Store

16th: Three Rivers Movies

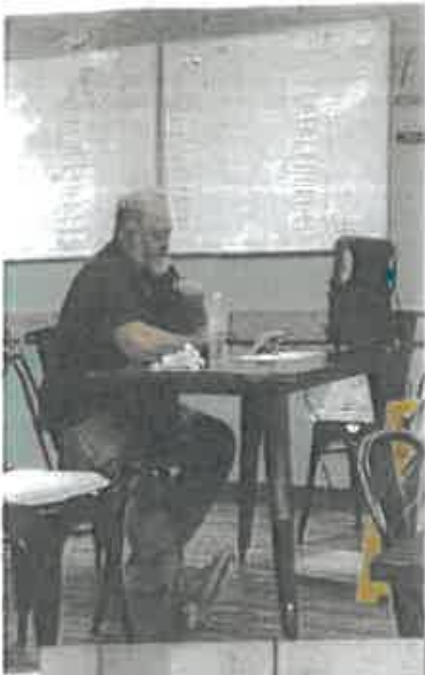
21st: Sturgis Historical Museum

25th: Memorial Day Parade

## Horrocks Outing



# Karaoke Night



## May BIRTHDAYS

1st: Ben T., Isabella P.,  
Chloe C.

5th: Wendy L.

9th: Maylor B.,  
Matthew V.

16th: Gail L.

25th: Joyce B.



# ANIMALS OF AFFINITY

**Lucky**



**Bruno**



**Hestia**



**Larry**



**Jarvis**



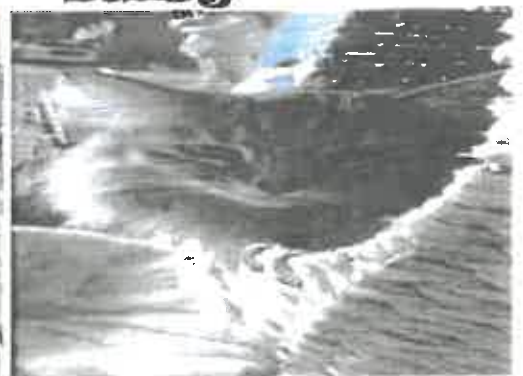
**Nugget**



**Cooper**



**Daisy**



**Roxy**



**Tabitha**



**Guess who each pet belongs to**

**Sunshine & Midnight**

**Memow**



**Bentley**



**Gracie**



**Rae**



**Milo**



**Cash**



**Omlet**



**Gabriel**





# MAY HOLIDAYS

- 1-May Day
- 2-Brother & Sisters Day
- 4- Kentucky Derby Day (first Saturday)
- 4-Star Wars Day
- 5-Cinco De Mayo
- 5- Ramadan (varies)
- 6-National Nurses Day
- 8- No Socks Day
- 10- Clean Up Your Room Day
- 11- Eat What You Want Day
- 12- Mother's Day (2nd Sunday)
- 15- National Chocolate Chip Day
- 17- National Bike to Work Day (3rd Friday)
- 18- Armed Forces Day (3rd Saturday)
- 18-No Dirty Dishes Day
- 19- World Plant a Veggie Garden Day
- 21- Victoria Day (Canada)
- 22-National Buy A Musical instrument Day
- 23- Lucky Penny Day
- 25- National Brown Bag It Day
- 26-Sally Ride Day
- 27-Memorial Day (last Monday)
- 28-National Hamburger Day
- 30-Water a Flower Day

SOFESTIVE.COM

## AFFINITY CLUBHOUSE

677 E. Main St. Suite B  
 Centreville, MI 49032  
 Hours: M-F 8am-4pm  
 Phone: (269)467-1923



Email: [AffinityHouse2020@gmail.com](mailto:AffinityHouse2020@gmail.com)

## **PIVOTAL CUSTOMER ADVISORY COMMITTEE**

**Monday, May 11, 2026**

**Members present:** Donnie K., Gail L., Isabella P., Jen H., Wayne S.

**Facilitated by:** Marie Cherry

**Guests:** Jarrett Cupp, Lacy Slemp, Stacy Linihan

The meeting was called to order at 10:30 AM.

### **Announcements (Marie)**

- Seeking additional members for the weekly Peer Connections support group in Sturgis
- Wellness Recovery Action Plan (WRAP) peer group in Three Rivers from June 2 to August 18
- Southwest Michigan Food Bank Mobile Markets & Fresh Food Distribution
- Affinity House Lunch & Learn
- Voting for Mental Health Month door decorating contest

### **Customer Service/Grievance & Appeals (Jarrett & Lacy)**

- Jarrett explained the Customer Services and Grievance & Appeals processes, clarifying the role and purpose of each, explaining how they differ from each other along with Recipient Rights and Corporate Compliance, and providing examples of common situations that clients call about.
- New Customer Service Representative Lacy has agreed to co-facilitate CAC meetings with Marie moving forward, which parallels Recipient Rights Officer Mike and Affinity House Director Holly serving on their respective Advisory Committees.

### **Covered Bridge Healthcare (Stacy)**

- Stacy provided an overview of the different services offered at Covered Bridge, along with answering questions about possible changes to benefits including possible work/volunteer requirements.

### **Pivotal Updates (Marie)**

- Building update and pictures
- Parking lot renovation
- Director's Report from April Board of Directors meeting

### **Member Feedback - Compliments, questions, and concerns**

- Concerns about possible Recipient Rights violations and Medicaid fraud by independent caregivers enrolled in CHAMPS through the MDHHS Home Help Program.
- Seeking Safety group helpful

### **Future Plans**

- Review group guidelines
- Member recruitment process

### **Next Meeting**

- Monday, June 8, 2026, 10:30-11:30 AM
- Nottawa Township Library, 685 E. Main St., Centreville

The meeting was adjourned at 11:30 AM.