

COPPER COUNTRY MENTAL HEALTH SERVICES BOARD

Wednesday, April 25, 2018 6:00 PM

Baraga County Center

15644 Skanee Road

L'Anse, MI 49946

MINUTES

CALL TO ORDER: The meeting was called to order at 5:58 PM.

ROLL CALL: Richard Bourdeau, James Fyfe, Sandra Gayk, Richard Herrala, Albert Koskela, Mike Koskinen, Pat Rozich and James Tervo.

ABSENT: Zach Edgerton, Barry Fink and Dr. Kathleen Johnson.

OTHERS: Mike Bach, Tonya Jackson, Cari Raboin, Susan Serafini, Dawn Stromer and Angela Cline.

Approval of Agenda

MOTION: by Mr. Fyfe, seconded by Mr. Bourdeau, that the Agenda be approved with the addition of one item, "*Request to Seek New Roof Bids*", as presented. Motion carried unanimously.

Approval of Minutes of March 28, 2018 Meeting

MOTION: by Mr. Koskinen, seconded by Mr. Rozich, that the Minutes of the March 28, 2018 meeting be approved, as presented. Motion carried unanimously.

Treasurer's Report for March, 2018

MOTION: by Mr. Koskinen, seconded by Mr. Koskela, that checks numbered 52807 to 53077 for a total of \$2,390,866 and Combined Cash Investments Report for March 31, 2018 totaling \$7,655,351.72, is accepted and placed on file. YES: Bourdeau, Fyfe, Gayk, Herrala, Koskela, Koskinen, Rozich and Tervo.

Comments from the Public

There were no comments from the public to note.

Chairperson's Report: James Tervo, Chairperson, presented the Chairperson's Report.

NorthCare Governing Board Meeting – April 11, 2018 – Mr. Rozich stated the Board is entering their third search for a new Director and hope to have a new Director chosen by the end of July. The organization is doing fine, and communication is going well.

CMHAM Spring Conference – May 1st & 2nd, 2018 – Novi, MI – Mr. Tervo stated Pat Rozich and Cari Raboin are attending the CMHAM Spring Conference to represent our Board.

Board Member Replacement – Mr. Tervo stated it is currently being worked on to find a replacement Board member and there is nothing new to report.

Board Committee Assignments – Mr. Tervo stated the Board is to appoint Board members to the Building and Grounds Committee, Finance Committee, Quality Improvement Committee and the Recipient Rights Committee. Mr. Tervo nominated Albert Koskela to the Building and Grounds Committee and Finance Committee, Richard Herrala to the Quality Improvement Committee and Kathleen Johnson to the Recipient Rights Committee. There were no objections from the Board. Mr. Koskela and Mr. Herrala accepted the nominations to the Building and Grounds, Finance and Quality Improvement committees. Dr. Johnson accepted the nomination to the Recipient Rights committee via phone, prior to the Board meeting.

“Five Ways Boards Can Increase Success During Leadership Transitions” Presentation (Revisit) – Mr. Tervo stated the item that stood out to him in the presentation is that they are supported in their role as Board members. Mr. Rozich stated it is important to know their place as Board members.

Director’s Report: Cari Raboin, Executive Director, presented the Director’s Report.

Baraga County Update – Cari Raboin introduced Tonya Jackson, Baraga County Center Office Manager, who will talk about the Day Program. Due to the new HCBS Rules and moving consumers into more inclusion and activities, the Day Program is moving into providing more Community Living Supports (CLS), where the person is engaged in community activities rather than being at the center all day. Tonya Jackson stated on Mondays and Tuesdays, two consumers go to the L’Anse Sentinel, where they are paid to fold inserts for the paper, on Wednesdays consumers go to the animal shelter in Houghton, Fridays and Saturdays consumers attend Clubhouse and on Sundays they go to the movies, go shopping or do an activity of their choice. Mr. Rozich asked if anyone has contacted Rogers Cinema about getting reduced prices on tickets for these individuals and also wondered if the University does something to give reduced prices on tickets to basketball games or other sporting events. Tonya Jackson stated she will look into it and most of these individuals receive the senior discount, at least. A few consumers are taken by staff to go grocery shopping and do their laundry every week. Each month they do activities with SPAR (Single Point for Activities & Recreation) from Marquette. The Board members were given a copy of SPAR’s spring schedule. Some of the individuals would like to find work outside of the L’Anse Sentinel but local businesses are not receptive to hiring our consumers. Mr. Fyfe stated there is a program through the Gogebic-Ontonagon ISD, where individuals can work at the local parks and get paid for it. He suggested contacting the Superintendent there who could provide some guidelines as to how this works. The Board thanked Tonya for her presentation.

Annual U.P. Recovery Conference – May 1, 2018 – NMU – Cari Raboin stated the information for this year’s Annual U.P. Recovery Conference was provided in the Board packet. We try to help with transportation for consumers to attend, as it is held in Marquette, and they enjoy it.

Boardworks Report – Cari Raboin stated the report was provided in the Board packet. Barry Fink and Richard Herrala have completed the Boardworks course and are to be congratulated.

NAMI – Cari Raboin stated the local NAMI group is moving towards being disbanded because in order to be affiliated with the State, they must follow rules and regulations such as, having committees and officers and there are currently not enough members to do so. If disbanded, they will continue as an informal support group, with monthly meetings and with a different name. We will still provide a room for them to meet in at the Institute.

Updates – Cari Raboin stated the State has mandated that we develop a Children’s Mobile Crisis Team, who respond to crisis’ in children’s homes. We have been working with Dial HELP to develop this service and Dial HELP will be doing most of the work, but our staff will be back-up from 5:00 PM to 9:00 PM, Monday through Friday. Dial HELP’s hours for this service are 8:00 AM to 5:00 PM, Monday through Friday. The service does not have to be provided 24 hours a day, seven days a week, but it must have operational hours. Staff would respond to situations where it’s not obvious that the child needs to go to the hospital. Initially there will be a phone screening and two people would enter the home, a Master’s level person and a para-professional. This program will serve individuals to age 21. Cari Raboin stated the program has just been approved by MDHHS, but we have not started yet. Dial HELP will do the advertising for staff and get it going.

Cari Raboin stated we hired a new Youth Peer Support individual, as a part time position. The position is for a young adult with a history in the mental health system who will work with young people to provide peer support. They will go downstate for training. Dr. Lynn Miller is retiring in September, 2018 and we are looking to increase Telepsych time to replace him. Telepsych will be brought to Baraga. Carol Geiger, RN is retiring next week and has been with the Agency for 26 years. A new nurse has been hired already.

Cari Raboin stated we are looking at the possibility of moving Clubhouse by purchasing a building, as right now we are renting, and the space is getting small for us. We are in the beginning stages of looking for a new space. Susan Serafini added that building would preferably be one floor.

Cari Raboin stated in the Legislature, a bill is going through requiring Medicaid recipients to work. In the version that passed the House, the Board Association worked to have included an exclusion for the individuals that we serve.

Cari Raboin stated regarding the recent plan to readjust the allocation of General Funds to Boards, if the funds do get reallocated from the State, it will begin in October, 2018 and will be phased in over time. The first year we may not have anything extra to use and may get to a breakeven point.

Vehicle Bids – Susan Serafini presented Vehicle Bid results from Big Valley Ford, Northern Auto, Copper Country Ford and Keweenaw Chevrolet. Susan Serafini stated there is one change to the list, regarding vehicle #1, as we would like to keep the current lift van and purchase another lift van, rather than trading it in as it takes a long time for the lift vans to come in and there is a consumer that requires it. Also, as the population is aging, we will require another lift van. The bids are for two new full-size lift vans, two new all-wheel drive SUV’s, five new front-wheel drive minivans and one full-size van. Susan Serafini recommended to the Board to accept the low bid for all vehicles. Mr. Koskela stated there is a local company called, Royal, that makes lift vans and wondered why we didn’t get the lift van from them. Susan Serafini stated we advertise for bids in the newspaper and they did not bid on it. When

we are looking to replace lift vans again, we will contact the companies individually so that they are aware of the request to bid. Big Valley Ford presented low bids for the two new front-wheel drive minivans and three front-wheel drive minivans. Copper Country Ford presented low bids for the two new full-size lift vans, two new all-wheel drive SUV's and the one full-size van.

MOTION: by Mr. Koskinen, seconded by Mr. Fyfe, that the Board accepts the low bids for all vehicles to be purchased, as presented. Motion carried unanimously.

Finance Director's Report: Susan Serafini, Finance Director, presented the Finance Director's Report for March, 2018.

Susan Serafini stated there may be a revised March report as March is mid-year of the current fiscal year and the Department has new mid-year reporting requirements that may require us to redo some numbers, but there won't be a significant change. Susan Serafini reviewed Revenue and Expenditures by funding source as of March 31, 2018. We are currently running a surplus of \$163,735 in Medicaid and have a shortfall of \$36,883 in Healthy Michigan. Most of the Healthy Michigan Plan expense is from the community inpatient services. The General Fund is running at a small surplus of \$5,195. We have a surplus of Local dollars of \$42,943, due to not having to fund a General Fund shortfall. We continue to not screen private insurance individuals and have saved approximately \$48,000 in General Fund dollars. Susan Serafini reviewed the Balance Sheet as of March 31, 2018. The total cash for March, 2018 is \$7,655,351.72, which is a \$1,000,000 decrease from February, 2018, due to the settlement with NorthCare. We returned approximately \$1,000,000 in March and didn't receive savings from NorthCare until the beginning of April. We received \$650,000 in savings from NorthCare. The total net income of all funds through March, 2018 is \$74,949 compared to the end of February, 2018 of \$33,504. There were a number of changes that allowed us to use less General Fund and more Medicaid, which has contributed to this. All other funds are in good shape. Susan Serafini reviewed the General Fund's Income Statement. Revenues are running at one and one third percent ahead of budget, with the large area being in Medicaid dollars. The overall expenditures in March, 2018 increased due to the COLA and Direct Care Staff wage increase. Expenditures are one-half percent over budget. The category of children's services is the only area over budget, in community inpatient and Outpatient services, which is the Autism Benefit services. The Board thanked Susan for her report.

Request to Seek New Roof Bids – Susan Serafini stated we would like to seek bids to replace the roof on Quincy House, that was addressed at the last Building and Grounds Committee meeting.

MOTION: by Mr. Fyfe, seconded by Mr. Rozich, that the Board approves the request to seek bids to replace the roof at Quincy House, as presented. Motion carried unanimously.

Public Act 202 of 2017 – Application for Waiver & Plan – Susan Serafini stated the Public Act 202 of 2017 was signed into place on December 20, 2017. We do not have a defined benefit pension, but we do have healthcare after employment, we did report to the Department of Treasury on that and are in an underfunded position. We are following CPA and actuary guidelines and require the Board's approval of the waiver and plan to be submitted to the Department of Treasury explaining that the benefit is only a benefit for ten years and is not ongoing, as well as reporting our fund and cash balance position.

MOTION: by Mr. Rozich, seconded by Mr. Koskela, that the Board approves the Application for Waiver and Plan regarding Public Act 202 of 2017, as presented. Motion carried unanimously.

Building & Ground Committee Meeting Minutes – March 28, 2018

Mr. Tervo stated the Building and Grounds Committee March meeting Minutes were provided in the packet for review.

MOTION: by Mr. Rozich, seconded by Mr. Koskela, that the Board approves the Building and Grounds Committee meeting Minutes, as presented. Motion carried unanimously.

Finance Committee Meeting Minutes – March 28, 2018

Mr. Tervo stated the Finance Committee March meeting Minutes were provided in the packet for review.

MOTION: by Mr. Rozich, seconded by Mr. Koskela, that the Board approves the Finance Committee meeting Minutes, as presented. Motion carried unanimously.

Old / New Business

Mr. Rozich asked if this Board could look into using a consent Agenda which would combine a few items together such as, approval of the Agenda, Treasurer’s Report, meeting Minutes, etc. Mr. Rozich also wanted to know when the Direct Care Staff contract is up. Dawn Stromer responded that the contract is up in 2019.

Adjournment

MOTION: by Mr. Koskela, seconded by Mr. Koskinen, that the meeting adjourn. The meeting adjourned at 7:00 PM.

Submitted by,


James Tervo, Board Chairperson


Michael Koskinen, Board Secretary