

**COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD**

Wednesday, June 28, 2023 5:00 PM

Rice Memorial Center - Boardroom  
901 W. Memorial Drive  
Houghton, MI 49931

**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 5:00 PM.

**PRESENT:** Richard Bourdeau, Roy Britz, Katie Carlson-Lynch, Randy Eckloff, Gale Eilola, Barry Fink, Dr. Kathleen Johnson, Mike Koskinen, Pat Rozich, and James Tervo.

**OTHERS:** Mike Bach, Dawn Gibson, Leslie Griffith, Susan Serafini, Crispin Stone, and Angela Cline.

**ABSENT:** Julie Farmer and Richard Herrala.

Those in attendance stood for the Pledge of Allegiance.

**Approval of Agenda**

**MOTION:** by Mr. Koskinen, seconded by Mr. Rozich, that the Board approves the June 28, 2023 Agenda with one addition to the Finance Director's Report, "*Anderson, Tackman, & Co., PLC Compliance Audit Report*", as presented. Motion carried unanimously.

**Approval of the May 31, 2023 Minutes**

**MOTION:** by Mr. Rozich, seconded by Dr. Johnson, that the Board approves the May 31, 2023 meeting Minutes with no additions, deletions, or amendments, as presented. Motion carried unanimously.

**Treasurer's Report for May 2023**

**MOTION:** by Mrs. Fink, seconded by Mr. Bourdeau, that checks numbered 68252 to 68550 in the amount of \$1,665,855.37 and Combined Cash Investments Report for May 31, 2023, totaling \$10,465,670.50 are accepted and placed on file. YES: Bourdeau, Britz, Carlson-Lynch, Eckloff, Eilola, Fink, Johnson, Koskinen, Rozich, and Tervo.

**Comments from the Public**

There was no public present and therefore no comments to note.

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

**Corporate Compliance Officer, Crispin Stone** - Corporate Compliance Officer, Crispin Stone, stated he is a resource for the Board should there be any issues with the agency's operations. CCMHS has several policies regarding Corporate Compliance to ensure that procedures are in place. He is currently working on the MDHHS recertification process for the agency through the MiCAL system, as all CMHs are certified by the Michigan Department of Health and Human Services (MDHHS). This is a three-year certification. He is also

currently working on the NorthCare audit. All documentation to be submitted to NorthCare is due on June 30, 2023, with NorthCare being on-site at CCMHS on July 31, 2023. The Board thanked Crispin for his work and being available to the Board.

**2023 /2024 County Appropriations Letters** – Mr. Tervo stated a copy of the 2023/2024 County Appropriations letters were provided in the Board packet for review. The amounts being requested from each of the four counties have not changed since 1996.

**NorthCare Governing Board Meeting – June 14, 2023** – Mr. Tervo stated the NorthCare CEO Report was provided in the Board packet. NorthCare Network Interim CEO, Megan Rooney, was not at the meeting and the Governing Board approved the bills on the agenda for review.

**Great Lakes Rural Mental Health Association (GLRMHA) Conference Update** – Mr. Tervo stated the GLRMHA Executive Committee met yesterday and has a new committee member representing Pathways CMH, Hayley Thomas, who is very enthusiastic and has experience fundraising. Senator John Damoose and State Representative Neil Friske will be in attendance. Angie Cline is working on getting the five U.P. CMH CEOs to attend a Director's Roundtable. Brochures will sent out at the end of July. The Baraga Lakeside Inn has a new General Manager but there are no changes, and they will honor the committee's current contract with them. New Northpointe CMH representative, Patricia Phillips, was appointed to replace Joan Luhtanen and the Executive Committee will be presenting a gift to Joan at the conference to honor her work with the committee.

**Director's Report:** Mike Bach, Executive Director, presented the Director's Report.

## **Updates**

Mike Bach stated the 60<sup>th</sup> year celebration will be held on Wednesday, August 9, 2023 from 12:00 pm – 4:00 pm at the Rice Center in Houghton. A flyer was provided in the Board packet and all Board members are invited to attend. The Dunk Tank Committee has been doing a lot of planning and staff have been registering to attend. He will send Board members the same link to RSVP. The event will be catered by Border Grill, and there will be tents, the dunk tank, and games. Management wants staff to have fun and are doing their best to close the agency from 12:00pm – 4:00pm. He will be inviting former CCMHS Directors, Cari Raboin, Vicki Mikkola, and Larry Pollack, the Rice Memorial Clinic Foundation Board members, Jackie Jaaskelainen who was a member on the very first CCMHS Board, and also County Commissioners.

The entry way floors and walls at the Rice Memorial Center have been redone. Superior Polymer epoxied the floors and Maintenance staff painted the walls. Management wants this area to feel like a positive environment when people come in and are still deciding what to do with the platform that is covering the area with the rocks.

Dawn Gibson reported on the agency's current job openings and stated we recently hired Doug Ploe and Julie Maki as Training and Prevention Specialists. The agency is still recruiting for an ACT Coordinator/Supervisor position as well as an onsite Board Certified Behavior Analyst (BCBA), a Case Manager in Baraga, a therapist/intake worker in Outpatient, a Parent Support Partner, two Peer Support Specialists, and a nurse. Management is also looking at the possibility of changing the open RN position to an LPN position to see if it helps to attract applicants. There are also currently openings for 18 full-time Direct Care Staff (DCS) as well as



part-time DCS openings. There was a large training class in May and there may be another large class in July. A new "Now Hiring" sign has been installed to replace the "Open Interviews" sign at the entrance of the Rice Memorial Center.

Mike provided an update on solo-pay in the group homes and stated the agency pays staff a double rate of pay when they are working solo on shift in the group homes. This is not a situation Management wants to have and are giving Team Leaders feedback and reminding them of the guideline about situations where we cannot have solo staff, such as in a group home where there is a resident with a high-risk of elopement.

MDHHS' conflict free access and planning proposal included options to dismantle the CMHs as it was felt that individuals should receive assessments, treatment, etc. from different providers rather than from one provider, such as a CMH, and they are receiving feedback on this. There is currently no further update about this.

There is no recent update regarding the revived Senator Shirkey bills.

The *CCCMHS Wave* newsletter was provided in the Board packet. There is a committee made up of staff members from various departments that work on this to keep staff updated.

Leslie Griffith has put a lot of data together recently about multi-day hospital stays including where, how many days admitted, the reasons for the hospital stays, what happens to individuals after being discharged, etc. and he and Leslie brought in Eliza Richard to the Media Team to help create a professional handout that can be given to hospitals, law enforcement, etc. with this information as another way to help build partnerships with our community providers. Once refined, he will provide a copy to Board members at the August meeting.

Management is making an effort to get staff signed up for MDLive.com which is 24-7 access to a doctor online for minor illnesses and injuries. To encourage participation and usage of this service, drawings for gift cards have been held for staff. So far, staff have saved approximately \$7,000 by using MDLive.com versus going to an in-person doctor or hospital.

House Bill 4841 relates to licensing of Adult Foster Care (AFC) homes. The bill has only been read-in and has not gone to a committee yet. One change is the addition of a requirement to have a licensed practical nurse on duty in the group home 24-7, five days a week. The Community Mental Health Association (CMHA) and Michigan Assisted Living Association (MALA) are both aware of it and against it. They will be meeting with a sponsor about this and explain why this is onerous. CCMHS group home residents have 24-7 access to a nurse already.

**Finance Director's Report:** Susan Serafini, Finance Director, presented the Finance Director's Report.

**Anderson, Tackman, & Co., PLC Compliance Audit Report** - Susan Serafini stated the compliance audit report is based on MDHHS Standards. There were no adjustments or findings. Anderson, Tackman, & Co., PLC will submit this report to the State on Friday.

**MOTION:** by Mr. Rozich, seconded by Mrs. Fink, that the Board accepts the *Anderson, Tackman, & Co., PLC Compliance Audit Report* for fiscal year ending September 30, 2022, as presented. Motion carried unanimously.

**Financial Statements Report for May 2023** - Susan Serafini reviewed the Revenues and Expenditures by funding source report as of May 31, 2023. The agency continues to show a surplus across all funding sources. All areas, except Medicaid, are ahead from the same time last year and Medicaid is nearly equal compared to last year at this time. The agency still has not received its cost settlement with NorthCare of \$1.4 million in Medicaid and Healthy Michigan savings. Susan reviewed the Balance Sheet as of May 31, 2023. The total cash at the end of May 2023 was \$10,465,670.50 which is an increase of \$65,519.20 compared to the end of April 2023 of \$10,400,151.30. The total net income of all funds through May 2023 is \$971,976 compared to April 2023 of \$761,407 which is an increase of \$210,569. The General Fund is reporting net income of \$671,743 which is an increase of \$65,594 compared to April 2023 of \$606,149. All other internal service funds are also reporting net income. Susan reviewed the General Fund's Income Statement. The revenues would have a variance of 66.6% to be right on budget and revenues are very near budget. Expenditures are under budget by 3.5%. Community Inpatient continues to run high. Expenses are up from last year by 2.5%, considering inflation. The Board thanked Susan for her report.

#### **Old / New Business**

There was no old or new business to note.

#### **Adjournment**

**MOTION:** by Ms. Carlson-Lynch and adjourned by Chairperson Tervo at 6:02 PM.

Submitted by,

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James Tervo, Board Chairperson

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Mike Koskinen, Board Secretary

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