

**COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD**

Wednesday, February 28, 2024 4:00 PM

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

**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 4:00 PM.

**PRESENT:** Richard Bourdeau, Katherine Carlson-Lynch, Randy Eckloff, Gale Eilola, Julie Farmer, Barry Fink, Mike Koskinen, Pat Rozich, and James Tervo.

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

**ABSENT:** Roy Britz, Richard Herrala, and Dr. Kathleen Johnson.

Those in attendance stood for the Pledge of Allegiance.

**Approval of Agenda**

**MOTION:** by Mr. Koskinen, seconded by Mr. Eilola, that the agenda be approved with the addition of one item, "*Contract Amendment FY 2023*" and to table the item, "*Anderson, Tackman, & Co., PLC Financial Statements Report*", as presented. Motion carried unanimously.

**Approval of Minutes of January 31, 2024 Meeting Minutes**

**MOTION:** by Mr. Koskinen, seconded by Mr. Eilola, that the Minutes of the January 31, 2024 meeting be approved with an amendment to the meeting adjournment time, as presented. Motion carried unanimously.

**Treasurer's Report for January 2024**

**MOTION:** by Mr. Rozich, seconded by Mr. Eckloff, that checks numbered 70236 to 70492 in the amount of \$1,872,232.21 and Combined Cash Investments Report for January 31, 2024 totaling \$11,702,922.16 are accepted and placed on file. YES: Bourdeau, Carlson-Lynch, Eckloff, Eilola, Farmer, Fink, 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.

**NorthCare Governing Board Meeting – February 14, 2024 –** The NorthCare Board report was provided in the Board packets for review. Mr. Koskinen stated the NorthCare CEO gave a detailed report and one NorthCare Governing Board member will not be reappointed at their own request.

**Nominating Committee – 2024 Board Officers** - Mrs. Fink presented the Nominating Committee report and stated the current officers of the Copper Country Community Mental Health Services Board (CCMHS) have agreed to serve another term. The committee recommended the nominations for the slate of officers for the 2024 – 2025 year, as follows:

For the Office of Chairperson – James Tervo  
For the Office of Vice Chairperson – Pat Rozich  
For the Office of Treasurer – Dr. Kathleen Johnson  
For the Office of Secretary – Mike Koskinen

**MOTION:** by Mrs. Fink, seconded by Mr. Koskinen, that the Board approves the nominations for the slate of officers for the 2024-2025 year, as presented. Motion carried unanimously.

**GLRMHA Annual Fall Conference Update** - Mr. Tervo stated the Great Lakes Rural Mental Health Association (GLRMHA) conference will be held September 8<sup>th</sup> – 10<sup>th</sup>, 2024 at the Island Resort and Casino in Harris, MI. Some of the confirmed presenters include Senator Damoose and Representative's Prestin and Hill for the Legislative Roundtable, CMHA Updates from Bob Sheehan, CEO, a suicide prevention presentation from Philip Hefner Gardiepy, a substance use panel with UPSET, Great Lakes Recovery, and Tom Cremonte from the Michigan Municipal Risk Management Authority (MMRMA), a sponsor presentation from MMRMA, CMH Director's Roundtable, a NorthCare Network update with Megan Rooney, Corporate Compliance presentation from Stacy Coleman, an AFC Provider presentation with Melody Beres from Birchwood AFC and Lisa and Norm Clark from Victoria Acres AFC, and a school based services presentation from Chrisy Harvey.

Mr. Tervo discussed committee assignments and Mr. Rozich agreed to serve on the Recipient Rights Advisory Committee in place of Ms. Carlson-Lynch.

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

**Morten Haugland, Behavior Analyst – Behavioral Services Presentation** – Morten Haugland, Behavior Analyst presented on CCMHS' Behavioral Services program.

**Annual Quality Improvement Report FY 2023** – Mike Bach reviewed the Annual Quality Improvement Report for FY 2023. Quality Improvement is where programs are continuously reviewed, goals are set by supervisors, and the Quality Improvement committee reviews the goals to see if they have been met.

**Contract Amendment – FY 2024** – Mike Bach reviewed the FY24 contract amendment for Functional Behavioral Services who provide autism services.

**MOTION:** by Ms. Farmer, seconded by Mrs. Fink, that the Board approves the *Contract Amendment – FY 2024* for Functional Behavioral Services, as presented. Motion carried unanimously.

## **Policies & Procedures**

**Client Services – Access to Services (REVISED)** – Mike Bach reviewed the revised policy, "Access to Services", which has been revised as access to services is now being done through CCMHS and was formerly done by NorthCare Network.

**MOTION:** by Mr. Rozich, seconded by Ms. Carlson-Lynch, that the Board approves the revised Client Services policy, *Access to Services*, as presented. Motion carried unanimously.

**Team Coordinator Pay Scale Adjustment** – Mike Bach stated the Team Coordinator will be retiring at the end of August and Management has reviewed duties that have been added to this position over the years and other wage increases of positions that the Team Coordinator supervises.

**MOTION:** by Mr. Koskinen, seconded by Mrs. Fink, that the Board approves the Team Coordinator Pay Scale Adjustment, as presented. Motion carried unanimously.

**Protocall After-Hours Crisis Services** – Mike Bach stated Protocall is a company based in Oregon that provides after-hours phone crisis services in Michigan, is used by Centra Wellness Network and other CMHs, and will take the place of MiCAL for these services.

**MOTION:** by Mr. Rozich, seconded by Mr. Eckloff, that the Board approves the contract with Protocall for after-hours phone crisis services, as presented. Motion carried unanimously.

**Parking Lot Maintenance** – Susan Serafini stated the agency would like to contract with JCS, Inc. from Baraga, MI to provide the maintenance on all CCMHS' parking lots, excluding the lot at 200 Quincy Street in Hancock and the Calumet C-L-K Clinic. The cost is based on square footage of each parking lot.

**MOTION:** by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the contract with JCS, Inc. to provide maintenance to CCMHS' parking lots, as presented. Motion carried unanimously.

**Rice Memorial Clinic Foundation Board Meeting – January 31, 2024** – Mike Bach stated the Rice Memorial Clinic Foundation Board met on January 31, 2024 and reviewed the Rice Memorial Clinic Foundation scholarship packets which will be sent out to area high schools soon. Last year a few of the scholarship award recipients' pictures were posted on the agency's Facebook page. The Board discussed recovery interviews with consumers who have agreed to share their story of living with a mental illness and be recorded. Consumers will receive a stipend and the full interviews will be posted on the agency website and partial interviews will be posted on the agency's Facebook page. The Board also discussed trainings provided to the community including Mental Health First Aid. The Foundation is also supporting CCMHS with its group home bathroom renovations.

## **Updates**

Mike Bach shared the staff's appreciation of the One-Time Pay Adjustment with the Board. Mr. Rozich stated this is one thing the Board can do for staff and the Board appreciates staff's appreciation.

**Job Openings** - Dawn Gibson presented job openings and stated the agency has filled the Training/Prevention Specialist position, an open position in Human Resources has been filled internally but has caused another opening. There are also openings for a Secretary/Benefits Specialist in ACT, a Parent Support Partner, and nurse. Due to the last couple of large training classes, there are only four full-time Direct Care Staff (DCS) openings compared to 29 full-time openings last August. Last August, there were 20 full-time paraprofessional openings which is 18% of the agency's paraprofessional positions and as of today there are 4 full-time

openings which is 4% of these positions. Also, last August there were 5 full-time clinical openings which is 12% of the agency's clinical positions and as of today there are 2 full-time openings which is 5% of these positions.

**Data on Access Screenings** – Leslie Griffith reviewed data on Access Screenings for January and February 2024. For the month of January, 49 access screens were completed, 14 calls were referred to outside providers, and 35 calls were scheduled for intakes. Through February 23, 2024, 26 access screens were completed, 13 calls were referred to outside providers, and 13 calls were scheduled for intakes. Leslie stated overall access is going well, access screeners are comfortable, and she has been receiving positive feedback from those being referred to outside providers. There has been only one second opinion since January.

**Data on Medicaid Redeterminations** – Leslie stated March, April, and May are the final months for Medicaid redeterminations. Last month, 44% of consumers secured their Medicaid coverage and there were 22 individuals without Medicaid. As of today, 47% of consumers have secured their Medicaid coverage and only 20 individuals are without Medicaid. Leslie has reached out to these individual's case holders and some individuals do not qualify for Medicaid and are being offered other resources. Already for March, 25% of consumers have already secured their Medicaid coverage. From the non-Medicaid report, in January there were 11 individuals who did not maintain their Medicaid coverage and in February, there were 12 individuals who had lost their Medicaid coverage. The General Fund waitlist is down by one individual for a total of 22 individuals on the waitlist.

Mike Bach stated Aspirus Ontonagon Hospital will be closing their ER and setting up a rural health clinic which affects the community greatly. The agency has a group home in that area so Leslie Griffith has been working with the nursing supervisor to plan for situations where a consumer needs medical care. This change begins April 20, 2024.

**Recent White Paper: "Opioid Settlement Spending Opportunity for Upper Peninsula Counties"** – Mike Bach presented and reviewed an overview of the article, "Opioid Settlement Spending Opportunity for Upper Peninsula Counties".

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

**Anderson, Tackman, & Co., PLC Financial Statements Report** – This item has been tabled.

**Financial Statements for January 2023** - Susan Serafini reviewed the Revenues and Expenditures by funding source report as of January 31, 2024. The agency saw a decrease in both Healthy Michigan and Medicaid on annualized bases through January. Reimbursement to the Healthy Michigan fund sent to the agency in December was an error so MDHHS took back the funds in January. The reimbursement amount is down 33% compared to the same time last year. The agency continues to monitor Medicaid enrollments and redeterminations. Susan reviewed the Balance Sheet as of January 31, 2024. The total cash at the end of January 2024 was \$11,702,922.16, which is a decrease of \$203,533.63 compared to the end of December 2023 of \$11,906,455.79 with a large portion of the decrease being due to the change in Healthy Michigan funding and a payment made towards the group home bathroom renovations. The total net income of all funds through January 2024 is \$624,283 compared to December 2023 of \$526,051 which is an increase of \$98,232. The General Fund is reporting net income of \$452,988 which is an increase of \$84,333 compared to December 2023 of \$368,655. Susan reviewed the General Fund's Income Statement. The revenues would have a

variance of 33.33% to be right on budget and are nearly right on budget. Expenditures are under budget by 1.5%. The Board thanked Susan for her report.

**Building & Grounds Committee Meeting Minutes – January 31, 2024**

**MOTION:** by Mr. Rozich, seconded by Mr. Koskinen, that the Minutes of the January 31, 2024 Building and Grounds Committee meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

**Executive Committee Meeting Minutes – January 31, 2024**

**MOTION:** by Mr. Koskinen, seconded by Ms. Carlson-Lynch, that the Minutes of the January 31, 2024 Executive Committee meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

**Old / New Business**

Mr. Tervo stated he will not be at the March and April Board meetings and Mr. Rozich will chair both meetings.

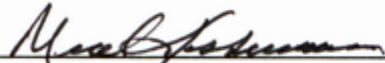
**Adjournment**

**MOTION:** by Ms. Carlson-Lynch to adjourn the meeting. The meeting was adjourned by Chairperson Tervo at 5:28 PM.

Submitted by,

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James Tervo, Board Chairperson



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Michael Koskinen, Board Secretary