

COPPER COUNTRY MENTAL HEALTH SERVICES

Wednesday, July 26, 2017 6:00 PM

Rice Memorial Center

901 W. Memorial Drive

Houghton, MI 49931

MINUTES

CALL TO ORDER: The meeting was called to order at 6:00 PM.

ROLL CALL: Richard Bourdeau, Zach Edgerton, Carol Evers, James Fyfe, Sandra Gayk, Richard Herrala, Dr. Kathleen Johnson, Mike Koskinen, Pat Rozich, James Tervo and Tom Tikkanen.

ABSENT: Barry Fink.

OTHERS: Vicki Mikkola, Cari Raboin, Susan Serafini, Dawn Stromer and Angela Cline.

Approval of Agenda

MOTION: by Mr. Rozich, seconded by Mr. Tikkanen, that the Agenda be approved as presented, with no additions or deletions. Motion carried unanimously.

Approval of Minutes of June 28, 2017 Meeting

MOTION: by Mr. Koskinen, seconded by Mrs. Evers, that the Minutes of the June 28, 2017 meeting be approved, as presented. Motion carried unanimously.

Treasurer's Report for June, 2017

MOTION: by Mr. Fyfe, seconded by Mr. Rozich, that checks numbered 50114 to 50432 for a total of \$1,665,372.81 and Combined Cash Investments Report for June 30, 2017 totaling \$8,592,440.06 is accepted and placed on file. YES: Bourdeau, Edgerton, Evers, Fyfe, Gayk, Herrala, Johnson, Koskinen, Rozich, Tervo and Tikkanen.

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.

Great Lakes Fall Conference – September 10th – 12th, 2017 – Mr. Tervo stated the Great Lakes Fall Conference brochures will be sent out soon. Everything is moving along and hopes many people can attend.

NorthCare Governing Board Meeting – July 12, 2017 – Mr. Rozich stated the NorthCare Governing Board has proceeded with an interview for a new Director and will make a full report to the Board at

the next NorthCare meeting on August 9, 2017. At that time, the Board may be offered alternatives as to how to proceed to replace the current CEO, who is retiring at the end August. Mr. Rozich discussed items from Mr. Slavin's report, which was provided in the Board packet, including concerns about the 298 and 234 proposals and pilot projects from advocates at the advocates meeting, the shortage of public inpatient psychiatric beds in Michigan, the amount of costs for nursing homes and births in Michigan being paid for by Medicaid, the SUD Policy Board's concern about a potential misallocation of funds, and the approval and allocation of the FY18 Safe Transportation grant.

MACMHB Fall Conference – October, 2017 – Vicki Mikkola stated the MACMHB Fall Conference will be held in Traverse City, October 23 – 24, 2017, which will conflict with the October Board meeting.

August Meeting – August 23, 2017 at Rice Memorial Center at 6:00 PM – Vicki Mikkola stated we anticipated Alan Bolter being in the area in July, to present a legislative update, but he will not be here until August and will be in our area the week of August 23rd and therefore decided to move the Board meeting up a week so he would not have travel here again. The meeting location will be changed from the Ontonagon County Center to the Rice Memorial Center and the September Board meeting will be held at the Ontonagon County Center instead.

MOTION: by Mr. Rozich, seconded by Mr. Herrala, that the Board approves the change of date and location of the August Board meeting from August 30, 2017 to August 23, 2017 at the Rice Memorial Center in Houghton and the change of location of the September Board meeting from the Rice Memorial Center to the Ontonagon County Center in Ontonagon, as presented. Motion carried unanimously.

Director's Report: Vicki Mikkola, Executive Director, presented the Director's Report.

FY 2017 MDHHS Contract Amendment #1 – Vicki Mikkola stated the FY 2017 MDHHS Contract is an agreement between MDHHS and the Community Mental Health Services Programs for Managed Mental Health Supports and Services. Vicki Mikkola stated there was one revision within the Agreement.

MOTION: by Mr. Koskinen, seconded by Mr. Fyfe, that the Board approves the FY 2017 MDHHS Contract Amendment #1 between MDHHS and the CMHSP for Managed Mental Health Supports and Services from October 1, 2016 through September 30, 2017, as presented. Motion carried unanimously.

FY 2018 MDHHS Contract – Vicki Mikkola stated the FY 2018 MDHHS Contract is an agreement between MDHHS and the Community Mental Health Services Programs for managed mental health supports and services from October 1, 2017 through September 30, 2018.

MOTION: by Mr. Koskinen, seconded by Mr. Fyfe, that the Board approves the FY 2018 MDHHS Contract between MDHHS and the CMHSP for Managed Mental Health Supports and Services from October 1, 2017 through September 30, 2018, as presented. Motion carried unanimously.

Recipient Rights Committee Report – Mrs. Evers presented the Recipient Rights Committee Report and stated the Committee reviewed Incident Reports and the Semi Annual Recipient Rights Report, which was handed out tonight for review. There were a number of policy and procedures for the Committee to review and discuss. There were a total of 117 falls reported in a nine month period for FY17 versus 112 falls for the entire year of FY16. Physical Management has gone months without being used but was used six times in the last quarter and two times in the previous quarter in the Autism Program. Mrs. Evers reviewed the Semi Annual Recipient Rights Report and stated there were 773 Consumers served. There are a number of service sites that still require a site visit and Dr. Kambiz Alavi was recently downstate to complete a few of those. Mrs. Evers stated the Committee reviewed the Complaint Data Summary and there were 19 allegations and one was from outside provider jurisdiction. Of those, there were one intervention and 17 investigations. The Committee also review the Annual Complaint Data Summary and there were instances where the employee in question left the Agency before the complaint was substantiated or not. If an employee leaves the Agency before a decision is made, then a letter is placed in their personnel file.

Vicki Mikkola stated Tracy Jaehnig, Recipient Rights Officer, has been needing help and have discussed a contract for someone to be hired for up to 20 hours a week, to help with clerical duties and a recommendation has been made to the Board by the Recipient Rights Advisory Committee.

MOTION: by Mr. Herrala, seconded by Mrs. Evers, that the Board approves advertising for a contract person, up to 20 hours a week, to assist Tracy Jaehnig, Recipient Rights Officer, with clerical duties, as presented. Motion carried unanimously.

Policy Revisions

Inclusion/Prevention of Relapse – The Board reviewed the revised policy, *Inclusion/Prevention of Relapse* policy. This policy establishes standards to be incorporated into the design of Copper Country Mental Health Services and to foster the inclusion, integration, participation, and accommodation of persons who receive mental health services into their communities and guides the design of the service and support arrangements to allow individuals ownership of the recovery process to the fullest extent possible. A section was added regarding the prevention of relapse.

Recovery Based Services – The Board reviewed the revised policy, *Recovery Based Services* policy. This policy assures that recovery is the goal of all mental health services and moves services offered by CCMHS toward integrated care based on the principles and core values of the recovery model and assures that policies procedures and practices will foster and protect choice, control, and self-determination, from the person-centered planning process through the arrangement of supports and services. The addition of an active outreach to inform our communities about the prevalence of trauma and to encourage a culture of safety will aid individuals in their recovery.

Housing Guideline – The Board reviewed the revised policy, *Housing Guideline* policy. This policy establishes practice guidelines for assuring the process of locating suitable housing be directed by the individual's interests, involvement and informed choice and is in the most integrated setting appropriate to the needs of the person served.

MOTION: by Mr. Fyfe, seconded by Mr. Bourdeau, that the Board approves the revised *Inclusion/Prevention of Relapse, Recovery Based Services and Housing Guideline* policies, as presented. Motion carried unanimously.

Updates

Vicki Mikkola reviewed the handout from MACMHB and stated now that the language is finalized, the Association is holding meetings for strategies for various developments from that language and is trying to be proactive by having plans ahead of time, depending on which way things go, by knowing what the Association's stand would be on pilot projects or how they should look at litigation where others have sued the State for breach of contract. The third strategy is how to propose changes to Medicaid waivers and State laws that would be detrimental to our Consumers. These meetings are being facilitated by Bob Sheehan and the Chair of MACMHB.

Vicki Mikkola reviewed The House C.A.R.E.S. Task Force handout and stated the Michigan House of Representatives is going to be holding meetings and/or focus groups and considering reforms to improve services in mental health, Veteran support, criminal justice, and workforce development. No one from the Upper Peninsula is on that taskforce.

Vicki Mikkola stated she provided the Board an article from the Bridge Magazine that is interesting.

Vicki Mikkola stated that she recently became involved with a local community group consisting of Emergency Planners, hospitals, Long Term Care facilities, First Responders, etc. regarding a scenario involving the Portage Lake Lift Bridge, to come up with a community wide plan for what we would do if the bridge went out. Vicki Mikkola stated she asked to be a part of the group because this is something we have started to work on, regarding disaster planning, to put something in writing. We have had short periods of time where we were unable to get across the bridge and are working on what our formal plan would be. The group did say that eventually within 3-4 days, we would be able to get the National Guard's floating bridge to get across the canal. Mr. Tikkanen commented that using the floating bridge would also depend on what time of the year it is.

Vicki Mikkola stated that there are currently twenty individuals on the waiting list, most are waiting for Psychiatry, therapy or both. Since April, we have stopped doing in-person, face to face screenings for those without Medicaid and had seven people who did not respond or ask to be placed on the waiting list.

Vicki Mikkola stated that staffing is at full strength in Outpatient with four Therapists now. All four Therapists wanted to thank the Agency for supporting their training in Evidence Based Practices. The latest subject they are learning is EMDR, for those with trauma and using eye movement for treatment. It is very effective in working with those with trauma and we will have one of the Therapists attend a Board meeting to explain it. We also just hired a Youth Peer Support Specialist and we believe are the first in the Upper Peninsula to have one. We also replaced the Parent Support Specialist and both specialists will be going downstate for training to be certified. We are still recruiting a Case Manager in L'Anse, made her an offer and will hear back from her by Friday.

Bid Approval

Susan Serafini stated we were seeking bids to replace windows at Stanton House from a variety of contractors, but only received one bid from A-1 Drywall in Hancock and their bid is reasonable.

MOTION: by Mr. Koskinen, seconded by Mr. Tikkanen, that the Board approves the bid, from A-1 Drywall in Hancock, to replace all windows at Stanton House, as presented. Motion carried unanimously.

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

Susan Serafini reviewed Revenues and Expenditures by funding source as of June 30, 2017. We did have a cost settlement with NorthCare for FY16 and can use the funds this year to spend. This brings our excess Medicaid to \$2,000,000. Healthy Michigan savings puts us in the black and we can use Medicaid for any shortfalls with the Autism Program. The General Fund deficit has decreased and is now at \$97,000, compared to \$116,571 at the end of May, 2017, which helps with Local dollars. The majority of the decrease to the deficit has to do with Emergency Services, as we have stopped screenings for those without Medicaid, in March, 2017. Susan Serafini reviewed the Balance Sheet as of June 30, 2017. The total cash for June, 2017 is \$8,592,440.06, which is a decrease from May, 2017 which was \$8,676,706.80. The total net income of all funds through June, 2017 is \$4,763 compared to a loss of \$44,855 at the end of May, 2017. There is less demand on General Fund due to seeing more individuals with Medicaid and Healthy Michigan. Susan Serafini reviewed the General Fund Income Statement which is reporting a loss of \$66,000 at the end of June, 2017, which is an improvement compared to the end of May, 2017 which reported a loss of \$107,000. All other funds are in the black. Funds will be close to breakeven due to supporting the General Fund. Revenues are running 2% under budget and the variable should be at 75% to be right on budget. Expenditures are running a little over 2% under budget. The contract areas are projected out due to a couple of individuals coming out of residential homes downstate. The Board thanked Susan for her report.

Finance Committee Minutes – June 28, 2017

A copy of the Finance Committee Meeting Minutes from June 28, 2017, was provided in the Board packet for review. There were no comments, additions, or deletions.

MOTION: by Mr. Rozich, seconded by Mr. Bourdeau, that the Board approves the Finance Committee Meeting Minutes from June 28, 2017, as presented. Motion carried unanimously.

Personnel Committee Minutes – June 28, 2017

A copy of the Personnel Committee Meeting Minutes from June 28, 2017, was provided in the Board packet for review. There were no comments, additions, or deletions.

MOTION: by Mr. Rozich, seconded by Mr. Bourdeau, that the Board approves the Personnel Committee Meeting Minutes from June 28, 2017, as presented. Motion carried unanimously.

Old / New Business

Dr. Johnson stated at the last Board meeting we were speaking about visiting some program such as Clubhouse or the Drop-In Center and asked if that was tabled. Vicki Mikkola responded no, that she is working on scheduling due to staff or Consumers not being in some of the programs after hours and that it can be disruptive at certain time with individuals at the group homes. Mr. Rozich stated that the last time the Board visited programs, they went in the afternoon. Mr. Tervo added that for visiting the Clubhouse, we could pick a couple different dates for during the day for those who are able to attend.


Mr. Rozich asked if Mr. Lahti was contacted regarding improvements to the exterior of the Drop-In Center and Vicki Mikkola stated she has not yet contacted him.

Mr. Rozich stated he is very happy with the way this Board is as they function very well together.

Adjournment

MOTION: by Mr. Koskinen, seconded by Mr. Tikkanen, that the meeting adjourn. The meeting adjourned at 7:06 PM.

Submitted by,


Mike Koskinen, Board Secretary


James Tervo, Board Chairperson