

COPPER COUNTRY MENTAL HEALTH SERVICES BOARD

Wednesday, August 23, 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 5:58 PM.

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

ABSENT: James Fyfe.

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

Approval of Agenda

MOTION: by Mr. Koskinen, seconded by Mr. Tikkanen, that the Agenda be approved with the addition of three items, *MMRMA Grant*, *Permission for Vehicle Bid – Ontonagon and L'Anse*, and *Permission for Flooring Bid for Two Group Homes*. Motion carried unanimously.

Approval of Minutes of July 26, 2017 Meeting

MOTION: by Mr. Rozich, seconded by Mr. Herrala, that the Minutes of the July 26, 2017 meeting be approved, as presented. Motion carried unanimously.

Treasurer's Report for July, 2017

MOTION: by Dr. Johnson, seconded by Mrs. Fink, that checks numbered 50433 to 50725 for a total of \$1,115,220.47 and Combined Cash Investments Report for July 31, 2017 totaling \$8,797,619.48 is accepted and placed on file. YES: Bourdeau, Edgerton, Evers, Fink, 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 10 – 12, 2017 – Mr. Tervo stated everyone should have received their brochures for the Great Lakes Fall Conference. The registration deadline is August 31, 2017 and registration fees increase after that. Bob Sheehan from MACMHB will be there.

NorthCare Governing Board Meeting – August 9, 2017 – Mr. Rozich stated Bill Slavin will extend his contract as Director for 90 days and the Board has agreed to move up his raise as appreciation for extending his services, due to a slow replacement process. The Board may have found a replacement who will be starting towards the middle of November.

MACMHB Fall Conference – October 23 – 24, 2017 – Mr. Tervo stated the MACMHB Fall Conference is held the same week as our Board meeting. There has not been any information sent out or available on their website. The Board discussed moving the CCMHS Board meeting from October 25, 2017 to November 1, 2017.

MOTION: by Mr. Rozich, seconded by Mr. Herrala, that the Board agrees to move the meeting of the Copper Country Mental Health Services Board from October 25, 2017 to November 1, 2017. Motion carried unanimously.

Mr. Tervo stated that he received a letter tonight from Vicki Mikkola, Executive Director, announcing her retirement from Copper Country Mental Health Services as of March 9, 2018. Mr. Tervo stated the Board truly appreciates Vicki's years of service and all she has done for this Agency. The Board will discuss a succession plan at an Executive Committee meeting at a later time.

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

Alan Bolter Presentation – Vicki Mikkola introduced Mr. Alan Bolter, MACMHB Associate Director and legislative liaison, who presented a legislative update. Mr. Bolter stated Legislature is not in session but are back after Labor Day and next year is an election year. Mr. Bolter reviewed the Section 298 update. The language talks about the department hiring a project manager/facilitator, describes a pilot where Network 180 will coordinate service with other providers and team up with a couple of health plans, the implementation of up to three pilot projects where the health plans will control all the money, describes the timeline of the implementation by wanting to have the three sites identified by October 1, 2017 and up and running by March 1, 2018 and that each pilot project will be run for a minimum of two years. The language also talks about savings or benefits that come out of the pilots to be reinvested back into services, that the legislative intent is to improve services without increasing any costs or spending, that the department will contract with one of the State's research universities, states that money was added to the budget to support the implementation of the pilot projects in the amount of \$3,088,200, that a report, or feasibility study, is due to Legislature by November 1, 2017 and when the project is complete a report will be issued to Legislature within 30 days of the pilot project.

Some of the key items that were removed from Final FY18 298 Language are Section 234 of the Senate bill, which stated all Medicaid funds would be transferred to the Medicaid Health Plan by September 30, 2020, regardless of the pilot outcomes, and the subsection related to the number of PIHPs. Some of the key items that were included in the Final FY18 298 Language are subsection (1) describing an independent facilitator, subsection (5) describing any realized savings or benefits must be reinvested back into services, subsection (7) directing the department to contract with one of the State research universities to do an evaluation of the pilots and subsection (8) that adds \$3 million in FY18 for the department to pay for the facilitator, researcher and additional DHHS staff to carry out the project.

Remaining concerns in the Final FY18 298 Language are subsection (3) (a) that says in the health plan pilots, they may contract with the local CMH and the Association's issue with this language is that the local CMH still holds the legal responsibilities described in the Mental Health code for emergency services and subsection (4) describing the timing of the pilots as the Association believes operational pilots by March 1, 2018 is not realistic.

The next steps for the FY18 Language is to hire a project manager/facilitator and research team to figure out what/how they are going to evaluate and the research criteria, to figure out where the three pilot sites will be and if they have willing CMH's in those areas. Some questions regarding the pilot sites are, will there be one, two or three sites, when do they start and how long do they last. The Association would like to see that they must use the CMH system, include all populations, include consumer rights and protections, follow same reporting rules and requirements, that savings are transferred back into the behavioral health system and that there is a clear definition of what we are evaluating. The only variable that should change is the payer (HMO vs PIHP).

Mr. Bolter reviewed The House C.A.R.E.S. Task Force which encompasses the main elements to reaching the goal of supporting vulnerable citizens in secure and vibrant communities: Community, Access, Resources, Education, and Safety. The plan for the task force is to conduct hearings, facility tours, and collect input from stakeholders over July and August. Mr. Bolter stated a lot of CMH's are saying they would like to participate so he has reached out to the Chairs and staff of the Task Force to talk to them about coming to the Director's Forum meeting in September in Lansing to ask Legislators questions about things they are doing.

Mr. Bolter stated that money was put in the budget for Direct Care Staff wage increases and there have been a lot of questions regarding which staff that applies to. There was a report in the budget regarding the listing of staff that this applies to and the money should be included in the FY18 rates. The State is working with the department about how the money is going to get sent out and how we account for it. The Board thanked Mr. Bolter and the Association for all their efforts and for his presentation.

FY 2018 Contracts – Vicki Mikkola reviewed a list of contract renewals for FY 2018. These contracts listed in August, 2017 are the continuation of existing agreements to provide services to Consumers, training to staff and facility services, with some minor changes.

MOTION: by Mrs. Evers, seconded by Mr. Herrala, that the Board approves the Contract Renewals listed in August, 2017 for FY 2018, as presented. Motion carried unanimously.

Policy Revisions

Responsibilities for Reporting Non-Compliance Policy – Vicki Mikkola stated policies are reviewed annually and come up throughout the year. The revision to the *Responsibilities for Reporting Non-Compliance* policy is to be consistent with NorthCare's policy. The changes are shown on the last page as well as on page 3, paragraph 2b, stating we would report known compliance issues as well as suspected issues.

Person-Centered Planning Policy – Cari Raboin stated the revision to the *Person-Centered Planning* policy is due to the State updating their Person-Centered Planning policy and in response to the Home and Community Based Federal rules that we are required to come into compliance with. There is a lot more detail about what needs to be in the Individual Plan of Service with emphasis about a person's choices and if we cannot provide those choices, we must give a rationale as we cannot limit their choices.

MOTION: by Mr. Rozich, seconded by Mr. Herrala, that the Board approves the revised *Responsibilities for Reporting Non-Compliance* and *Person-Centered Planning* policies, as presented. Motion carried unanimously.

Rice Foundation Board Meeting Update – August 1, 2017 – Vicki Mikkola stated that the Rice Foundation Board met on August 1, 2017 at the Calumet Center and have approved funding to continue Mental Health First Aid Training and Institute staff are planning to hold 3 – 4 more trainings in the next fiscal year. So far, approximately 180 people have been trained in Mental Health First Aid in the last three years. The Rice Foundation Board has also agreed to fund the Recovery Lecture Series which will be held on September 25, 2017 at the Magnuson Hotel – Franklin Square Inn and the Institute. The Board also agreed to be a fiduciary for a grant to update the art at the Rice Memorial Center.

HCBS Federal Rules – Vicki Mikkola stated the HCBS Federal Rules are Michigan's response to the Centers for Medicare and Medicaid Services (CMS) rules. There is a lot of emphasis about choice, freedoms and making sure that people have full community access. We have answered surveys regarding questions for both residential and non-residential settings. We have gotten reports back on some of them and some we are able to do a correction plan on. Some of the questions asked were, do individuals with disabilities live in the home, did the individual pick their roommate/housemate, do they have locked doors and do they have choices of what to eat. Michigan has stayed with the deadline date of March, 2019, even though the Feds have extended the deadline to 2022. Services are already being cut to programs because we cannot have segregated programs anymore for those with IDD. For example, we used to have a full week of programming (day programs) in L'Anse, where individuals would be engaged in activities in our building and have outings for a short period of time, learning skills but now they have to be in the community doing things such as volunteering, working and living on their own in order for Medicaid to pay for them. We cannot do community based programming with as many people as we could do otherwise.

MMRMA Grant – Vicki Mikkola stated we received recommendations from the Active Shooter Trainers regarding safety and security changes and were approved for a grant from the Michigan Municipal Risk Management Authority (MMRMA) for up to 50% of the costs. We will be installing electronic locks on doors with card readers, installing a magnetic door on the Administration floor, and installing walls and doors in other places. We have already installed safety film on windows, purchased door stoppers, paracord, and night locks. Vicki Mikkola stated we would like to use A1 Drywall as they have done a lot of work for us already and also own the key and lock company. We do not have to bid out because it is a customized project, so auditors are okay with us choosing the vendor. Vicki Mikkola stated we would like Board approval for these changes.

MOTION: by Mr. Tikkanen, seconded by Mr. Herrala, that the Board approves the security changes at the Rice Memorial Center, as presented. Motion carried unanimously.

Updates – Vicki Mikkola stated Chad Johnson has sent her a list of dates that would work for the Clubhouse for the Board to visit. They are having an employment meeting on September 19, 2017 and some of their advisory board will be there and Chad Johnson thought that would be a good time to visit. He also gave dates of September 5, 2017 and September 6, 2017. Vicki Mikkola stated she will email these dates to the Board and they can get back to her with their choices.

Copier Bid Results – Susan Serafini presented bid results for the Administration Floor copier and stated the copier is over eleven years old. OPG came in as the low bid and have copiers with them now as well. The cost depreciates over five years, so the annual expense would be \$3,450 per year. The total cost plus five years maintenance would be \$17,258.20. Susan Serafini stated she recommends the low bid.

MOTION: by Dr. Johnson, seconded by Mrs. Fink, that the Board accepts the low bid for the Administration Floor copier to be purchased from OPG, as presented. Motion carried unanimously.

Permission for Vehicle Bid – Ontonagon & L'Anse – Susan Serafini stated due to changes with the Home and Community Based Federal rules, both centers require an additional minivan. Bids will be brought back to the Board.

MOTION: by Mr. Herrala, seconded by Mrs. Evers, that the Board approves the request for vehicle bids for the Ontonagon and L'Anse centers, as presented. Motion carried unanimously.

Permission for Flooring Bid for Two Group Homes – Susan Serafini stated flooring is in need of being replaced at two of our group homes and will be more than \$5,000 for each home. Bids will be brought back to the Board.

MOTION: by Mr. Herrala, seconded by Mrs. Evers, that the Board approves the request for flooring bids for two group homes, as presented. Motion carried unanimously.

Finance Director's Report for July, 2017: Susan Serafini, Finance Director, presented the Finance Director's Report for July, 2017.

Susan Serafini reviewed the Revenue and Expenditures by funding source as of July 31, 2017. We continue to have a surplus of Medicaid of \$1,112,304.65, including savings from last year. We also have a surplus of Healthy Michigan funds of \$350,999.42. The Autism Program has a deficit of \$75,813.47 and Medicaid can be used for any shortfalls. The General Fund has a deficit of \$106,628, including a deficit with Local dollars of \$64,938. Pathways will most likely have excess General Fund dollars to do a 236 transfer to us in exchange for Medicaid dollars and we will know by this Friday. The total cash as of July 31, 2017 is \$8,797,619.48 compared to \$8,592,440.06 in June, 2017, mainly due to June being a large outflow month that included three payrolls. The total net income of all funds through July, 2017 is \$15,270 which is an increase compared to June, 2017 of \$4,763. This time last year we were running a loss of \$56,000. Other funds are reporting net income and starting to close

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year end, will try to bring those close to zero. The General Fund's Income Statement revenues has a variance of 83.3% to be right on budget. Expenditures are 1.5% under budget. The Board thanked Susan for her report.

Old / New Business

There was no old or new business to report.

Adjournment

MOTION: by Mr. Tikkanen, seconded by Mr. Herrala, that the meeting adjourn. The meeting adjourned at 7:52 PM.

Submitted by,


James Tervo, Board Chairperson


Mike Koskinen, Board Secretary