

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, July 25, 2018 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, Barry Fink, James Fyfe, Richard Herrala, Sandra Gayk, Albert Koskela, Mike Koskinen, Catherine Paavola, Pat Rozich and James Tervo.

ABSENT: Dr. Kathleen Johnson.

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

Those in attendance stood for the Pledge of Allegiance.

Mr. Tervo introduced new Board Member, Catherine Paavola.

Approval of Agenda

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

Approval of Minutes of June 27, 2018 Meeting

MOTION: by Mr. Koskela, seconded by Mr. Rozich, that the Minutes of the June 27, 2018 meeting be approved, as presented. Motion carried unanimously.

Treasurer's Report for June, 2018

MOTION: by Mr. Koskinen, seconded by Mr. Herrala, that checks numbered 53629 to 53984 for a total of \$1,400,840.54 and Combined Cash Investments Report for June 30, 2018 totaling \$8,186,927.76 are accepted and placed on file. YES: Bourdeau, Edgerton, Fink, Fyfe, Gayk, Herrala, Koskela, Koskinen, Paavola, Rozich and Tervo.

Comments from the Public

Sylvia Wentala from Great Lakes Recovery introduced herself and stated she works with released parolees and job specialists to find them employment and housing and is here for networking purposes.

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

NorthCare Governing Board Meeting – July 11, 2018 – Mr. Rozich stated Bill Slavin's report was provided in the Board packet for review, which contains the current ongoing activities and updates. The Board changed their requirements for a new CEO and they now have two candidates to interview and both candidates have a lot of experience in the mental health field. Although the candidates do have the same type of background and education that the current CEO has, they do not have the qualifications they are looking for.

Great Lakes Fall Conference – September 9th – 11th, 2018 – Island Resort Casino – Mr. Tervo stated the Great Lakes Rural Mental Health Association (GLRMHA) members met on July 17, 2018 to finalize items before the conference. This year they have nine sponsors. Mr. Petruzelli from the National Council for Behavioral Health in Washington, D.C., will be a speaker. The committee has asked for Channel 3 and Channel 6 to cover the conference to expose GLRMHA to the public. Mr. Tervo stated this is a good conference and if anyone has any questions, they can call him. There will be a new person replacing Lynda Zeller, Deputy Director at the Michigan Department of Health and Human Services (MDHHS), so the new person will be attending the conference in Lynda's place.

CMHAM Fall Conference – October 22nd & 23rd, 2018 – Traverse City – Mr. Rozich stated the Community Mental Health Association of Michigan's (CMHAM) fall conference is two full days this year, so those attending may have to stay an additional night if they want to attend the entire second day.

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

Recipient Rights Committee Report – This item has been tabled as the Recipient Rights Advisory Committee has not met prior to this Board meeting. The next meeting is scheduled for September 18, 2018.

Updates

Cari Raboin stated Stanton House had to have drywall replaced, due to damage from the recent flood, and it has now been completed. Our private road, behind the center, has still not been repaired as the City has had to repair Sharon Avenue first, which is not fully completed. We are working with the City to determine when our street can be repaired.

Cari Raboin stated we held two walk-in, Psychological First Aid sessions in Calumet and Houghton. No one attended in Calumet and three attended in Houghton. Both were open from 9:00 am – 7:00 pm. Kevin Store from the Portage Health Foundation has been talking about people not asking for help and in this area, people seem to be reluctant to ask for help. We are also planning to offer a session to the community about trauma and secondary trauma and how to help with that. We do not have a date yet for this.

Cari Raboin stated there are some State issues. For the FY 2018 supplemental budget, there will be a one-time adjustment to Medicaid. NorthCare will be receiving \$2.1 million to distribute to the CMH's

and we are unsure how much we will receive. For the FY 2019 budget, we are looking at an increase in Medicaid, but for the actual rate setting, they are still meeting and deciding on that. We are still expecting an increase in General Fund dollars but have not seen anything in writing since the original notice. NorthCare received a performance improvement bonus of \$668,000, which is a bonus from the State for doing what we should be doing. This will be local funds which we can use in different ways and are unsure of how much of that we will receive.

Cari Raboin stated Tom Renwick, Director at MDHHS, is retiring after 32 years and Lynda Zeller, Deputy Director at MDHHS, is retiring after ten years and going to Health Endowment Fund.

Cari Raboin stated at UP Health System – Marquette Psychiatric Inpatient Unit, the number of beds has decreased temporarily from 21 to 14. This will further challenge our staff to find hospital beds. Duke LifePoint is merging with another company and this affects those hospitals.

Cari Raboin stated we are working on a letter to local physicians to try to remind them that CCMH is here and that we provide services to people. We have heard that physicians and others are saying to people to not even try to get into mental health because they won't be seen. The letter will tell them that we have some additional funding to see non-Medicaid individuals.

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

Susan Serafini reviewed Revenue & Expenditures by funding source as of June 30, 2018. We continue to run a surplus in Medicaid funding of \$875,046.07 of excess Medicaid and are running a deficit in Healthy Michigan funding of \$40,299.14. The General Fund has improved by \$20,000 and is reporting a surplus of \$50,096, and reporting a \$116,289 surplus in local dollars. Susan Serafini reviewed the Balance Sheet as of June 30, 2018. The total cash for June, 2018 is \$8,196,927.76, which is a decrease of \$95,151.45 compared to May, 2018. This is mainly due to there being three payrolls in June. The total net income of all funds through June, 2018 is \$167,338, compared to the end of May, 2018 of \$101,886 for a \$65,452 improvement. The General Fund's net income, at the end of June, 2018, is \$116,357, compared to \$61,781 at the end of May, 2018, for a \$54,576 improvement. This is due to the assortment of individuals we are serving and the type of coverage they have. The Equipment fund is running at a small loss and the Building and Grounds fund has an income of \$44,494. This will decrease as we finish up projects including repairing our private road. Susan Serafini reviewed the General Fund's Income Statement. The revenues would have a variance of 75% to be right on budget, and we are at 76.78%. Medicaid is 2.4% ahead of the budget and makes up 80% of the total budget. Expenditures are slightly over budget by less than ½ %. The category for children's services is the only area over budget by a substantial amount, which is good because NorthCare is always looking for us to increase services with children. Susan Serafini stated she looked back at the last five years of expenses and our expenses are \$330,000 less than the five-year average. The Board thanked Susan for her report.

2017 Compliance Audit Report – Susan Serafini stated Anderson, Tackman & Company, PLC were awarded the contract for the next three years to do our compliance audit. There were no adjustments and no significant findings. There was one finding for a procurement for not doing a background check

on a contractor who was doing repairs on our group home and another for a consumer file not having an annual verification of insurance coverage and ability to pay.

Personnel Committee Meeting Report – July 25, 2018: James Tervo, Personnel Committee Chairperson, presented the Personnel Committee Meeting Report.

Mr. Tervo stated the Personnel Committee reviewed pay adjustments for six positions. Every year Management reviews and compares staff salaries to the average of these positions in the U.P. in order to attract and retain quality individuals. The pay adjustments were reviewed for the Human Resources Director; Peer Support positions, including two Peer Support Specialists, a Parent Support Partner and a Youth Peer Support Specialist; a BCBA; and the combination of levels L5 (Administrative, Human Resources and IT Support) and L6 (Team Leader/Program Director). The Personnel Committee recommended Board approval.

MOTION: by Mr. Rozich, seconded by Mr. Koskinen, that the Board accepts the recommendation of the Personnel Committee to approve the pay adjustments of the Human Resources Director, Peer Support positions, including two Peer Support Specialists, a Parent Support Partner and a Youth Peer Support Specialist, a BCBA and the combination of levels L5 and L6, as presented. YES: Bourdeau, Edgerton, Fink, Fyfe, Gayk, Herrala, Koskela, Koskinen, Paavola, Rozich and Tervo.

Old / New Business

Mr. Rozich stated the Board does not hold meetings in February and November and has asked the Director to look at the Bylaws regarding the number of meetings of the Copper Country Mental Health Services Board required to be held, as the July agendas are very light, and staff take time to organize and mail out the information. He has asked the Director to speak with Management about the need for a July meeting and suggests if the Director and Management feel it will not harm operation, to cancel the July meetings. Mr. Fyfe recommended that the Board leave the decision to the Director and her staff and other members of the Board also agreed to leave the decision to Management.

Cari Raboin presented a Ted Talk video, *“How Childhood Trauma Affects Health Across a Lifetime”* by Nadine Burke Harris.

Adjournment

MOTION: by Mr. Koskela, seconded by Mr. Koskinen, that the meeting adjourn. The meeting adjourned at 7:11 PM.

Submitted by,

James Tervo, Board Chairperson

Michael Koskinen, Board Secretary