

**COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD**

Wednesday, June 27, 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, Sandra Gayk, Dr. Kathleen Johnson, Albert Koskela, Mike Koskinen, Pat Rozich and James Tervo.

**ABSENT:** James Fyfe and Richard Herrala.

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

Those in attendance stood for the Pledge of Allegiance.

**Approval of Agenda**

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

**Approval of Minutes of May 30, 2018 Meeting**

**MOTION:** by Mr. Koskela, seconded by Mrs. Gayk, that the Minutes of the May 30, 2018 meeting be approved, as presented. Motion carried unanimously.

**Treasurer's Report for May, 2018**

**MOTION:** by Mr. Koskinen, seconded by Dr. Johnson, that checks numbered 53358 to 53628 for a total of \$1,369,551.52 and Combined Cash Investments Report for May 31, 2018 totaling \$8,282,079.21 is accepted and placed on file. YES: Bourdeau, Edgerton, Fink, Gayk, Johnson, Koskela, Koskinen, Rozich and Tervo.

**Comments from the Public**

There were no comments to note from the public present.

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

**2018 / 2019 County Appropriations Letters** – Mr. Tervo stated a copy of the 2018/2019 County Appropriations letters were provided in the Board packet for review and the letters are sent out every year.

**NorthCare Governing Board Meeting Update – June 13, 2018** – Mr. Rozich stated there is nothing unusual to report and the search for a CEO continues. The NorthCare Governing Board discussed a candidate earlier this month and agreed this person would be a good candidate to interview. This candidate accepted the invitation to interview but since then has not responded to emails or phone calls, so the search will continue. Mr. Rozich stated the “third way” strategy summary was sent out, which elaborates what the Association means by the “third way”. The summary was provided in the Board packet for review.

Mr. Rozich asked about the Trauma-Informed Care training being provided by Ambrosia Jackson from the Michigan Department of Health and Human Services (MDHHS). Cari Raboin stated a handout was provided in the Board packet and Board members may choose from one of two training sessions and can contact Angela Cline to register.

**Update on GLRMHA** – Mr. Tervo stated the Great Lakes Rural Mental Health Association (GLRMHA) Conference will be held September 9<sup>th</sup> – 11<sup>th</sup>, 2018 at the Island Resort Casino in Harris, MI. Presenters include, Bob Sheehan, Community Mental Health Association of Michigan (CMHAM) CEO; Lieutenant Tim Sholander, UPSET/Michigan State Police; Bill Slavin, NorthCare CEO; Phil Weaver, Hope Network CEO; Superior Land Pet Partners; Lynda Zeller, Deputy Director of the Michigan Department of Health and Human Services (MDHHS); Kristen Smith, Director of Clinical Operations at Gryphon Place; and Michael Petruzzelli, National Council for Behavioral Health. There will also be Mental Health First Aid and consumer recovery stories. Mr. Tervo stated it is going to be a really good conference and encourages everyone to attend.

**Director’s Report:** Cari Raboin, Executive Director, presented the Director’s Report.

**QI Committee 2<sup>nd</sup> Quarter Report – FY2018** – The Board reviewed the Quality Improvement Program Report for the 2<sup>nd</sup> Quarter of FY2018. Mrs. Fink stated everything seems to be moving along in order and there appeared to be nothing of concern. There was some discussion about whether an incident report needs to be written if only an employee was involved in an incident and it was decided there doesn’t need to be an incident report, but an accident report must be filled out.

**MOTION:** by Mr. Rozich, seconded by Mr. Koskela, that the Board accepts the Quality Improvement Program Report for the 2<sup>nd</sup> Quarter of FY2018, as presented. Motion carried unanimously.

**Policy Revision – *Tuberculosis Control*** – The Board reviewed the revised policy, *Tuberculosis Control*. This policy defines the guidelines for tuberculin testing of persons served and employees that have direct contact with persons served and for management of persons with active T.B. who reside in CCMHS’ group homes. Cari Raboin stated our Agency physician advised us that we no longer require the two-step testing method for new persons served or new employees.

**MOTION:** by Mr. Koskinen, seconded by Mr. Koskela, that the Board approves the revised *Tuberculosis Control* policy, as presented. Motion carried unanimously.

**CMHAM “Third Way” Strategy Summary** – The Board reviewed the summary of CMHAM’s “third way” strategy. Cari Raboin stated the summary was provided in the Board packet and is informational.

## Updates

Cari Raboin stated NorthCare was here last week for our annual site review. We submitted all documents prior to the visit. NorthCare looked at 13 out of 14 standards and for our preliminary results we are being given a score of 98%. NorthCare would not be required to come back for another site review unless the State changes Waive requirements. Mr. Tervo congratulated all staff.

Cari Raboin stated she brought a proposal before the Rice Memorial Clinic Foundation Board for funds to take some individuals off of the waiting list and they are taking it into consideration.

Cari Raboin stated we received some information regarding a possible Medicaid rate adjustment for the last quarter of FY2018 of \$3,000,000 for the Upper Peninsula. We are unsure of how much of this we will receive.

Mrs. Fink asked if we know, with the new State law, if any work requirements are going to impact our individuals. Cari Raboin responded that if individuals are not able-bodied, it will not affect them, and they will not have to work to receive their Medicaid. This is for people under the Healthy Michigan Plan. Mr. Tervo added that this will go into effect in 2020.

Cari Raboin stated with the flood, our group home in South Range, Stanton House, sustained some water damage, so A-1 Pro Cleaning was called to remove the water and inspect the home. Some of the walls had absorbed the water and therefore we will need to replace the drywall. Some of the residents have been moved out of their bedrooms and will share bedrooms with other residents until repairs are complete. Susan Serafini stated our insurance company, Michigan Municipal Risk Management Authority (MMRMA), covers floods and will cover the damage at Stanton House but it does not cover roads and therefore will not cover the private road, Sharon Court, that sustained damage from the flood. Cari Raboin stated that staff met with Dial Help today to talk about ideas to help the community with stress and trauma from the flooding. Volunteers are also experiencing secondary trauma. We have some General Fund (GF) monies to spend for something like this. There was discussion about having a couple days where individuals can get psychological first aid, which we will offer at the Houghton Rice Memorial Center and at the Calumet Center. Clinicians will be available to provide these services and if there is a good response, we will consider doing it again. Mrs. Fink asked if holding these services at a CMH facility is the best place to do it and Cari Raboin responded that it may not be the best place, but it is most cost effective. We have also discussed holding a presentation that will be open to the community, at a school or somewhere else, in a couple weeks.

## ACEs Video & Handout

Cari Raboin stated the *"Understanding Adverse Childhood Experiences (ACEs)"* handout was provided in the Board packet for review and presented a short video about ACEs called, *"Paper Tigers & Resilience"*. Mrs. Gayk stated she appreciates presentations regarding mental health like this and really enjoyed last month's presentation as well.

## **June 2018 Facility Bids**

Susan Serafini presented the June 2018 Facility Project bid results for windows at the Rice Center on the main floor and first floor, south end only, a roof for Quincy House and a hot water boiler for Quincy House. Susan Serafini is recommending the low bid for each item.

**MOTION:** by Mr. Koskinen, seconded by Mrs. Fink, that the Board accepts the low bids for all June 2018 facility projects, as presented. YES: Bourdeau, Edgerton, Fink, Gayk, Johnson, Koskela, Koskinen, Rozich and Tervo.

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

Susan Serafini reviewed Revenue & Expenditures by funding source as of May 31, 2018. We continue to run a large surplus in Medicaid funding of \$903,902.12 of excess Medicaid and are running a small deficit in Healthy Michigan funding of \$4,073.19. NorthCare is aware of our deficit and has savings that they will use to cover any shortfalls. The General Fund (GF) is continuing to keep a small surplus of \$12,195 and local funding is carrying a surplus of \$61,719. The goal is to break even, and this is challenging as for example, a couple of new individuals were placed into State Facility, and each individual are charged a different rate. We don't know the rates for a number of months into this process. For Healthy Michigan, 26% of the cost is community inpatient. Susan Serafini stated she will check with other Boards to see if they are experiencing the same thing. Susan Serafini reviewed the Balance Sheet as of May 31, 2018. The total cash for May, 2018 is \$8,282,079.21, which is a decrease of \$105,089.54 compared to April, 2018. April was higher than average due to the cost settlement with NorthCare and receiving our savings from FY17. The total net income of all funds through ~~April~~[May](#), 2018 is \$101,886, compared to a net loss of \$45,000 at the same time last year. This turn around is due to no longer providing preadmission screenings for private insurance only individuals, a placement with large costs and staff continuing to make sure their individuals do not have lapses in Medicaid and Healthy Michigan. The General Fund's net income, at the end of May, 2018, is \$61,781, which is an increase of \$8,742 compared to April, 2018. The Equipment Fund is running at a small loss due to the purchase of new vehicles all at once. The Building and Grounds Fund is showing a \$33,132 income and by the end of the year we will be close to break even. Susan Serafini reviewed the General Fund's Income Statement. The revenues have a variance of 66% to be right on budget. Revenues are staying 1% ahead of the budget and the majority is coming from the Medicaid side being over budget. Expenditures are almost right on budget. Susan Serafini stated because in the original budget we were projecting a deficit, she is not recommending doing a revised budget before fiscal year end. She will still meet with the Finance Committee in September to present a final budget. The Board thanked Susan for her report.

## **Old / New Business**

There was no old or new business to report.

**Adjournment**

**MOTION:** by Mr. Koskela, seconded by Mr. Koskinen, that the meeting adjourn. The meeting adjourned at 6:53 PM.

Submitted by,

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James Tervo, Board Chairperson

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Michael Koskinen, Board Secretary