

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, October 31, 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 5:58 PM.

ROLL CALL: Richard Bourdeau, Zach Edgerton, Barry Fink, James Fyfe, Sandra Gayk, Dr. Kathleen Johnson, Albert Koskela, Mike Koskinen, Pat Rozich and James Tervo.

ABSENT: Richard Herrala and Catherine Paavola.

OTHERS: Mike Bach, Diane Bennett, Dawn Gibson, Cari Raboin, Susan Serafini and Angela Cline.

Those in attendance stood for the Pledge of Allegiance.

Approval of Agenda

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

Approval of Minutes of September 26, 2018 Meeting

MOTION: by Mr. Koskela, seconded by Mr. Bourdeau, that the Minutes of the September 26, 2018 meeting be approved with no additions, deletions or amendments, as presented. Motion carried unanimously.

Treasurer's Report for September, 2018

MOTION: by Mr. Koskinen, seconded by Mr. Fyfe, that checks numbered 54614 to 54911 for a total of \$1,142,585.90 and Combined Cash Investments Report for September 30, 2018 totaling \$8,939,379.84 is accepted and placed on file. YES: Bourdeau, Edgerton, Fink, Fyfe, Gayk, Johnson, Koskela, 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 – October 10, 2018 – Mr. Rozich stated Mr. Slavin's report was provided in the Board packet. The Board has unanimously approved offering the CEO position to Dr. Tim Kangas. Dr. Kangas is originally from Newberry and his wife is from Baraga and they are very

excited to get back to the U.P. He is expected to start sometime in December. Mr. Tervo thanked Mr. Rozich for his work and efforts into looking for a new Director.

CMHAM Fall Conference – Mr. Tervo stated he attended the fall conference with Mr. Rozich and Cari Raboin. It was a good conference and he attended a lot of good sessions, including the Boardworks and the ACEs sessions. Another session speaker was from the National Council for Behavioral Health who spoke about trauma and are hoping to get him to speak at next year's Great Lakes Rural Mental Health Association (GLRMHA) Conference. Mr. Rozich stated he attended the ACEs session and it is very interesting that they can identify ACEs but wants to see what the treatment will be. Cari Raboin stated she attended a session about workforce issues and the difficulty of finding healthcare providers and got ideas about how to retain employees.

Mr. Tervo stated he attended a GLRMHA conference meeting and next year's conference will possibly be in Houghton. The committee already has several items lined up. The results of the survey for this year's conference were that 100% of those who attended were satisfied.

Mr. Tervo stated that Board member, Richard Herrala, has resigned from the Board. The new Board member will be from Baraga County. He has spoken with the Director about the recruiting process and they will work on filling that vacancy.

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

Corporate Compliance Training – Diane Bennett, NorthCare Corporate Compliance Officer, presented the Corporate Compliance Training to the Board members. Ms. Bennett reviewed what compliance is, ethics, laws, fraud, waste and abuse, confidentiality of behavioral health records, and reporting responsibilities. The Board thanked Ms. Bennett for her presentation.

FY2019 MDHHS Contract Amendment #1 – Cari Raboin stated the FY 2019 MDHHS Contract Amendment is an agreement between MDHHS and the CMHSP for Managed Mental Health Supports and Services from October 1, 2018 through September 30, 2019. There were five revisions within the Amendment and all were appropriate.

MOTION: by Mr. Rozich, seconded by Mr. Koskela, that the Board approves the FY 2019 MDHHS Contract Amendment #1 between MDHHS and the CMHSP for Managed Mental Health Supports and Services from October 1, 2018 through September 30, 2019, as presented. Motion carried unanimously.

CMHAM 2019 Member Dues – Cari Raboin stated the invoice for the CMHAM FY 2018/2019 Membership Dues were provided in the Board packet. The membership dues have increased by \$25 from FY 2017/2018 for a total of \$9,994.

MOTION: by Mr. Koskinen, seconded by Mr. Fyfe, that the Board approves the CMHAM Membership Renewal and Dues in the amount of \$9,994 for FY 2018/2019, as presented. YES: Bourdeau, Edgerton, Fink, Fyfe, Gayk, Johnson, Koskela, Koskinen, Rozich and Tervo.

Contract Amendment FY19 – Cari Raboin reviewed a Contract Amendment for FY19 and stated there is a service to be added to the contract for Substance Abuse Prevention Coalition Coordinator, Adriana Ruiz-Knack, for Positive Action in the Ontonagon Area Schools.

MOTION: by Mr. Rozich, seconded by Mr. Koskela, that the Board approves the Contract Amendment FY19, as presented. Motion carried unanimously.

Health Insurance Renewal – Cari Raboin stated we continue to work on renewing our health insurance and are trying to deal with a large increase by Blue Cross Blue Shield. We are looking at other options so that staff and our Agency aren't severely impacted by the increases. There are many variables involved, including not getting pharmacy coverage through Blue Cross Blue Shield and we are hiring an agency to look at claims to save money that way.

Boardworks Report – Cari Raboin stated an updated Boardworks report was provided in the Board packet.

Other Updates

Cari Raboin stated there are two Clubhouse newsletters and a Mental Health First Aid article from the Gazette provided tonight.

Cari Raboin stated there is nothing new to report about the psychiatric recruitment efforts. Dr. Morgan is continuing to work on this also and will be contacting a rural psychiatry education program, as well as her alma mater.

Cari Raboin stated the waiting list is currently at 15. These individuals have scores of five or less. In October, we were able to serve eight individuals who normally would have gone on the waiting list, and were able to serve eleven in September. We are still looking for another Outpatient clinician and are hoping to serve more once they are hired.

Cash Investment Allocation – Susan Serafini stated once a year we provide the cash investment allocation as an informational item to show where we are investing. This is managed through the Trust Department at Superior National Bank.

Institute Boiler Bid Results – Susan Serafini reviewed bid results for a natural gas hot water boiler at the Institute, from Aire Care in Houghton and Northern Heating and Plumbing in Hancock. Susan Serafini recommended the low bid from Aire Care of \$6,800.

MOTION: by Mr. Fyfe, seconded by Mr. Bourdeau, that the Board accepts the low bid from Aire Care in Houghton for a natural gas hot water boiler at the Institute, as presented. Motion carried unanimously.

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

Susan Serafini stated that these are only preliminary numbers and reviewed Revenue & Expenditures by funding source as of September 30, 2018. We are looking at about \$1.3 million in excess Medicaid. Healthy Michigan is underfunded by \$3,157.66 and NorthCare will cover the shortfall. The General Fund is reporting a surplus of \$77,455, compared to last year at this time we had a deficit of \$47,000. We will be able to carry forward some of these funds for savings next year. Local dollars are also reporting a surplus of \$293,949. Two months ago, we received a performance payment, through NorthCare from the Department, of \$120,000 and were able to start serving individuals on the waiting list. The total cash for September 2018 is \$8,939,379.84 compared to August 2018 of \$9,581,207.84. The decrease is due to the timing of payments from NorthCare. The total net income for all funds through September 2018 is \$344,977, compared to the end of August of \$314,481 for a \$30,496 increase. The General Fund is reporting a net income of \$302,630 as of September 2018, compared to \$284,157 at the end of August 2018 for an \$18,473 increase. The Equipment Fund is reporting a small loss and will be close to breakeven by the end of the year. The Board thanked Susan Serafini for her report and all CCMH staff for a job well done keeping expenses down.

Mr. Tervo stated since Richard Herrala has resigned, he will be updating committee assignments. Mr. Koskela asked that we send Mr. Herrala a letter of appreciation for his service to the Board.

Personnel Committee Meeting Report – October 31, 2018

Mr. Tervo stated the Personnel Committee met tonight and reviewed a new position for a Recipient Rights Advisor to assist the Recipient Rights Officer. The Personnel Committee recommends to the full Board to hire a Recipient Rights Advisor at 30 hours per week.

Mr. Tervo stated the Personnel Committee reviewed a Cost of Living Adjustment (COLA) for both union and non-union employees of 2.5% and step increases for both union and non-union employees for those at the entry step to move to step 1, those at step 1 to move to step 2 and those frozen at their current step for three years to move to the next step. The Personnel Committee recommends to the full Board to approve the COLA and step increases.

Mr. Tervo stated the Personnel Committee reviewed the Health Insurance Premium Share and recommends to the full Board to continue with the 80/20 split on the health insurance premium.

MOTION: by Mr. Koskinen, seconded by Mr. Koskela, that the Board accepts the recommendations of the Personnel Committee to hire a Recipient Rights Advisor at 30 hours per week, to approve the Cost of Living Adjustment (COLA) for both union and non-union employees of 2.5% and step increases for both union and non-union employees for those at the entry step to move to step 1, those at step 1 to move to step 2 and those frozen at their current step for three years to move to the next step and to continue with the 80/20 split on the health insurance premium, as presented. Motion carried unanimously.

Finance Committee Meeting Minutes – September 26, 2018

MOTION: by Mr. Rozich, seconded by Dr. Johnson, that the Minutes of the September 26, 2018 Finance Committee Meeting be accepted with no additions, deletions or amendments, as presented. Motion carried unanimously.

Old / New Business

Mr. Fyfe stated he would like to make a motion to move the meetings of the Copper Country Community Mental Health Services Board to 5:00 PM.

MOTION: by Mr. Fyfe, seconded by Mr. Koskinen, that the Board approves moving the meetings of the Copper Country Community Mental Health Services Board to 5:00 PM starting December, 2018, as presented. Motion carried unanimously.

Adjournment

MOTION: by Mr. Koskela, seconded by Mr. Koskinen, that the meeting adjourn. The meeting adjourned at 7:27 PM.

Submitted by,

James Tervo, Board Chairperson

Michael Koskinen, Board Secretary