

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, January 29, 2020 6:45 PM
Bonfire Steakhouse
Magnuson Hotel – Franklin Square Inn (7th Floor)
820 Sheldon Avenue
Houghton, MI 49931

MINUTES

CALL TO ORDER: The meeting was called to order at 6:46 PM.

PRESENT: Zach Edgerton, Barry Fink, Albert Koskela, Mike Koskinen, Pat Rozich, James Tervo, and Jacqueline Treadeau.

OTHERS: Mike Bach, Dawn Gibson, Cari Raboin, Susan Serafini, Kristine Weidner, and Angela Cline.

ABSENT: Richard Bourdeau, Sandra Gayk, Dr. Kathleen Johnson, and Catherine Paavola.

Those in attendance stood for the Pledge of Allegiance.

Approval of Agenda

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

Approval of the December 11, 2019 Minutes & December 18, 2019 Special Meeting Minutes

MOTION: by Mr. Koskela, seconded by Mr. Koskinen, that the Minutes of the December 11, 2019 meeting and December 18, 2019 Special Meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for November & December 2019

MOTION: by Mr. Koskinen, seconded by Mr. Koskela, that checks numbered 58591 to 58945 in the amount of \$1,549,645.58 and Combined Cash Investments Report for November 30, 2019 totaling \$9,142,218.00 and that checks numbered 58946 to 59208 in the amount of \$1,302,724.99 and Combined Cash Investments Report for December 30, 2019 totaling \$9,212,135.32 are accepted and placed on file. YES: Edgerton, Fink, Koskela, Koskinen, Rozich, Tervo and Treadeau.

Comments from the Public

Justin Kasieta from State Representative Greg Markkanen's office introduced himself and stated he is attending all public meetings in the area. If anyone has any questions or comments for State Representative Markkanen, to let his office know. Chairperson Rozich thanked Mr. Kasieta for attending.

Chairperson's Report: Pat Rozich, Chairperson, presented the Chairperson's report.

NorthCare Governing Board Meeting – January 15, 2020 – Mr. Rozich stated on page 5 of the NorthCare CEO's report is Michigan Department of Health and Human Services (MDHHS) Director Gordon's presentation. Public meetings regarding this have started downstate and have been abysmal because it is very unorganized. The MDHHS Director's biggest challenge is that he is dealing with new staff and a lack of background.

Mr. Rozich stated the Community Mental Health Association of Michigan (CMHAM) is trying to get Political Action Committee (PAC) money raised and recommend Board members donating one per diem.

Mr. Rozich stated the Great Lakes Rural Mental Health Association annual fall conference will be held in Sault Ste. Marie this year.

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

Recipient Rights Advisory Committee Report & Annual Recipient Rights Report – Mrs. Fink presented the Recipient Rights Advisory Committee (RRAC) Report and Annual Recipient Rights Report and stated the RRAC met and covered the past six months. The committee was notified they would have to meet as an Appeals committee to address two appeals. The Behavior Treatment Committee reports and Incident Report reports were reviewed with Recipient Rights Officer, Sarah Rousseau. In the Annual Report for October 1, 2018 through September 30, 2019, there were a total of 62 complaints with 25 substantiated. The committee reviewed the Recipient Rights budget and suggested there was an oddity regarding the budget amount for travel, meals, and lodging which was \$125 and asked for the budget to be brought into line with realistic expectations. Committee member contact information, State RRAC meeting Minutes, and CCMH policies were reviewed. Committee member, Zach Edgerton, was asked to present to the committee as a recommendation for future trainings and Sarah Rousseau invited all RRAC members to attend Recipient Rights training. The committee met new Recipient Rights Advisor, Kim Ison, who is now fully trained to do investigations, site visits, and training. This doubles the Recipient Rights staff which is very important. Customer satisfaction reports continue to show a high rate of satisfaction. Mr. Rozich added that the Annual Recipient Rights Report was included in the Board packet and noted the number of incidents for the individuals we serve compared to the number of hours staff spend with them, which makes the number of incidents miniscule.

FY 2019 Annual Report – Mike Bach reviewed the FY 2019 Annual Report and stated we served over 1000 individuals in FY19, which is a slight increase from last year. The report mentions that the General Fund continues to be strong. Currently, there are only ten individuals on the waiting list. This year's speaker at the annual Recovery Lecture Series spoke about his independence and Ambrosia Jackson presented twice about trauma and will return to CCMH again this year. Other articles described the various activities being done in Baraga and how staff and consumers are volunteering at the hospital in Ontonagon. Other report highlights include articles about secondary trauma and a Seeking Safety group that was completed, which is group therapy for those who have been through trauma and substance abuse. The group was ran by a therapist, an intern, and a peer support specialist.

FY 2019 Customer Satisfaction Survey Report – Mike Bach reviewed the FY 2019 Customer Satisfaction Survey Report. The overall satisfaction from the Consumer Satisfaction Surveys was 94.7%, which is down by 2% from last year. The overall satisfaction from the recovery section of the survey was slightly increased from last year to 79.4%.

Updates – Cari Raboin stated an inspection report was brought to tonight’s meeting regarding the Quincy Street building and if we want to respond to this and further negotiate with the seller, we will need to do it before February 7, 2020. A survey is scheduled and an appraisal is being scheduled. Cari Raboin stated realtor, Kristine Weider, is here tonight if there are any questions about the process. Mr. Koskela stated he attended the inspection and the building is in good shape but it will be a different heating system that we are familiar with because it’s a steam system, and boilers will last a long time with regular maintenance. Mrs. Fink stated when the Board initially heard about the building, it was said that there were two boilers and one was in pieces. Mr. Koskela responded that the boiler has been rebuilt. Cari Raboin asked Kristine Weidner for an update on the elevator. Kristine Weidner stated she contacted the technician who said it would take two to three weeks to be taken care of and she is hoping to negotiate additional time to get the repair done. Mr. Tervo asked if the elevator would be used for people or to haul items and Cari Raboin responded that it is not our intention to use it for people. Mr. Rozich asked if there is enough square footage on the lower floor for the program that will be moving there and Cari Raboin stated she believed so and remodeling will be done on that floor also. Mr. Tervo asked if a new kitchen has to be build and Cari Raboin stated yes, but not a commercial kitchen. A public comment was made by Mr. William Fink who stated it would be good to have a commercial kitchen to give the Clubhouse members work experience and would expect it to have a three-sink dishwashing area to meet health department requirements. Mr. Koskela responded that these types of decisions can be made when we are moved into the building. Cari Raboin stated we accepted the seller’s last offer with contingencies that we would review the inspection, that the survey and appraisal come back satisfactory, and that the elevator be fixed. The closing must be completed by February 28, 2020 and the Board meets next on February 26, 2020 where she will bring the information regarding the final purchase to the full Board. Mr. Tervo asked what the survey’s criteria is and Kristine Weidner responded that it has no encroachments and that the parking space is within the boundaries.

MOTION: by Mr. Koskela, seconded by Mrs. Fink, that the Board accepts the building inspection, pending that the elevator is repaired and the survey and appraisal come back satisfactory and will then approve Management to move forward with the building purchase, as presented. Motion carried unanimously. YES: Edgerton, Fink, Koskela, Koskinen, Rozich, Tervo and Treadeau.

Cari Raboin stated Dr. Lynn Miller will be retiring effective July 2, 2020. We are advertising for an in-person psychiatrist via the traditional methods. Last summer, a psychiatrist had stopped in at the Rice Memorial Center to inquire about a psychiatrist position and we will reach out to her. Cari Raboin stated we have also been talking to headhunters but they are very expensive. At this point, we are also talking with our current telepsych company to have someone take over what Dr. Miller has been doing, which is working two days a week with one of those days being at ACT. Mrs. Fink asked if the Physician’s Assistant can practice under the telepsychiatrists and Cari Raboin responded yes, and we will be asking one of the telepsychiatrists to supervise the Physician’s Assistant and Nurse Practitioner.

We have had a lot of people come in for the open interviews and seven people are signed up for the Direct Care Staff training next month.

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

Susan Serafini stated she will review the December 2019 financials. Our audit was completed earlier this month by Anderson, Tackman & Co., PLC, and there were no issues. The final draft of the audit report should be done by the February Board meeting and she will reach out to the Finance Committee to ask them if they should meet or just bring the report before the full Board. The compliance audit was done in January and is close to being completed. We will have full General Fund carryforward from FY19 to use in this current year and will net \$460,000 in savings from NorthCare. A plan will be written and the funds will most likely be used in this current year. An addition of \$10,000 was made to the fund balance. We received a retroactive adjustment from Medicaid which was issued with the payments in October and November 2019. There is a surplus in Medicaid of \$261,061.19 and Healthy Michigan is running a deficit of \$26,612.07, which is looking better than in the past. The General Fund is reporting a surplus of \$19,281 and Local dollars are also reporting a surplus of \$31,526. Susan Serafini reviewed the Balance Sheet as of December 31, 2019. The total cash at the end of December 2019 was \$9,212,135.32, which is an increase of \$69,917.32 from November 2019 of \$9,142,218.00. The total net income of all funds through December 2019 is \$96,618. The General Fund is reporting net income of \$50,773 and was at \$27,423 at the end of November 2019. Susan Serafini stated there is no one area of significance due to this increase, just small areas of improvement. The Institute is running at a loss of \$19,475 as there is an issue with one of their grants. The revenues would have a variance of 25% to be right on budget. One area that is down is the investment income as the Federal Reserve cut interest rates later in the year. The Employee Benefit Fund income has a large increase due to moving some funds around. The expenditures are running ½% under budget. State inpatient costs are running lower than as the same time last year. So far, the 1st Quarter of FY20 is looking good. The Board thanked Susan for her report.

Executive Committee Meeting Report – January 29, 2020: Pat Rozich, Committee Chairperson, presented the Executive Committee meeting report.

Mr. Rozich stated the Executive Committee met tonight to discuss one agenda item, a One-Time Pay Adjustment for FY2019. There are excess Medicaid funds available, following the recent audit by Anderson, Tackman & Co., PLC, and Management has proposed using that money to provide a one-time payout to all staff, both union and non-union. Mr. Rozich stated the committee reviewed the information with the Executive Director and Finance Director and unanimously agreed to recommend to the full Board the approval of the proposed pay scale adjustment.

MOTION: by Mr. Tervo, seconded by Mr. Koskela, that the Board accepts the recommendation of the Executive Committee to approve a One-Time Pay Adjustment for FY2019 to all Agency staff working at the time of the payout, as presented. Motion carried unanimously. YES: Edgerton, Fink, Koskela, Koskinen, Rozich, Tervo and Tredeau.

Personnel Committee Meeting Minutes – December 11, 2019

MOTION: by Mr. Tervo, seconded by Mr. Koskela, that the Minutes of the December 11, 2019 Personnel Committee meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Cari Raboin stated in the Board packets is a flyer regarding a forum about the future of behavioral health in Michigan. CCMH is opening their boardrooms in Houghton, Ontonagon, and Baraga for people to attend in person.

Old / New Business


Mr. Rozich noted that the Governor recently approved funding for mental health hotline statewide even though it is a service already provided by every CMH in the State.

Adjournment

MOTION: by Mr. Koskela, seconded by Mr. Koskinen, that the meeting adjourn. The meeting adjourned at 7:33 PM.

Submitted by,

Pat Rozich, Board Chairperson



Michael Koskinen, Board Secretary