

**COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD**

Wednesday, April 28, 2021 5:00 PM

CCMH Institute

900 W. Sharon Avenue

Houghton, MI 49931

**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 5:00 PM.

**PRESENT:** Richard Bourdeau, Katie Carlson-Lynch, Randy Eckloff, Zach Edgerton, Gale Eilola, Barry Fink, Dr. Kathleen Johnson, Albert Koskela, Mike Koskinen, Catherine Paavola, and Pat Rozich.

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

**ABSENT:** James Tervo.

Those in attendance stood for the Pledge of Allegiance.

**Approval of Agenda**

**MOTION:** by Mr. Koskela, seconded by Mr. Koskinen, that the Board approves the April 28, 2021 Agenda with the addition of one item, *Request for Automated External Defibrillator (AED) Machine for Clubhouse*, under the Director's Report, as presented. Motion carried unanimously.

**Approval of the March 31, 2021 Minutes**

**MOTION:** by Mr. Koskela, seconded by Mr. Koskinen, that the Board approves the March 31, 2021 meeting Minutes with an amendment to the section, *Treasurer's Report for February 2021*, to add missing Board member names from the roll call vote, as presented. Motion carried unanimously.

**Treasurer's Report for March 2021**

**MOTION:** by Mrs. Paavola, seconded by Mr. Koskela, that checks numbered 62224 to 62370 in the amount of \$1,216,172.46 and Combined Cash Investments Report for March 31, 2021 totaling \$10,774,958 are accepted and placed on file. YES: Bourdeau, Carlson-Lynch, Eckloff, Edgerton, Eilola, Fink, Johnson, Koskela, Koskinen, Paavola, and Rozich.

**Comments from the Public**

There was no public present to comment and therefore no comments to note.

Mr. Eilola addressed Vice Chairperson Rozich to disclose that he is also a member of the BKH Child Development Board and Copper Country Intermediate School District Board.

**Chairperson's Report:** Pat Rozich, Committee Chairperson, presented the Chairperson's Report.

**NorthCare Governing Board Meeting – March 11, 2020** – Mr. Rozich stated the March NorthCare Governing Board meeting was brief and the NorthCare CEO Report was provided in the Board packet. Mr. Rozich pointed out the SUD Policy Board updates at the end of the report.

**CMHAM Virtual Annual Summer Conference – June 14<sup>th</sup> - 17<sup>th</sup>, 2021** – Mr. Rozich stated if any Board members are interested in attending the CMHAM Virtual Annual Summer Conference to let Angela Cline know to make the arrangements.

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

**Quality Improvement Program Report – 2<sup>nd</sup> Quarter FY 2021** – Mrs. Fink presented the Quality Improvement Program Report for the 2<sup>nd</sup> Quarter of FY 2021.

**Recipient Rights Advisory Committee Report – April 13, 2021** – Mrs. Paavola presented the Recipient Rights Advisory Committee Report from April 13, 2021.

## **Updates**

Cari Raboin stated the Agency continues to increase face to face services and are reaching out to consumers to offer this, are having more staff return to work in the buildings, testing group home staff for COVID-19, and are allowing indoor visitations at the group homes as allowed per Federal regulations. Cari stated the Agency has not used the COVID-19 isolation home in many months. The State is providing \$2.25 per hour premium pay for selected services, while the Agency has been providing \$2.00 per hour premium pay for additional services not covered by State and will end that premium pay for those additional services on May 2, 2021.

Cari Raboin stated there are five individuals on the waiting list and all have low severity levels.

Cari Raboin stated staff vacancies include a Baraga County Case Manager, Recipient Rights Advisor, Residential Team Leader, three Mental Health Aides, 21 full-time and 10 part-time Direct Care Staff (DCS). The Agency has DCS and new staff training coming up in May and expect 8 – 10 new DCS to attend. Cari stated staff shortages in the group homes was discussed in the Executive Committee meeting and how the Agency is having a hard time filling those positions. This is not only due to COVID-19 as it has been an issue for years. The Agency is looking for different recruitment ideas but would like to wait until the end of the fiscal year to review wages. There was also the idea of helping staff with childcare. Cari stated they continue to review various options and one of those options is to close one of the group homes. This is a difficult decision because it will be hard on the residents to move to another home. Although, this could provide us with seven or eight more available staff to work in the other homes. Board members asked Management for more information about the group homes and discussed holding a special Board meeting or forming a committee to work on this.

Cari Raboin reviewed the handout “Gearing Towards Integration”, a proposal to move Michigan forward with behavioral health integration which is about turning the management of mental health services over to private or for-profit health plans. Cari asked Board members to read the response from Community Mental Health Association (CMHA) and the concerns they have expressed about this. She received an email today from CMHA stating that Legislation is going to introduce this as a bill in the next week or two and it is called the “Social Welfare Act”. The Mental Health Code will have to also be changed and therefore a Mental Health Code bill will be forthcoming as well. More information will be coming from CMHA to advocate for more CMH services. Mrs. Paavola suggested writing an article in the Daily Mining Gazette about this.

Cari Raboin stated there was a request for an AED machine at Clubhouse and the Agency is in the process of purchasing AED’s and is planning to also put them in the group homes and other agency buildings. Mr. Rozich asked about Board members visiting the new Clubhouse building and Cari replied that there will be an official opening and ribbon cutting. Mrs. Paavola suggested this should also be in the Daily Mining Gazette.

Susan Serafini stated the Agency received a proposed policy change from MDHHS that would go into effect on October 1, 2021, if adopted, and would affect the Agency’s contract providers. The Agency sent a letter to its contractors, with the proposed policy change, asking them to provide feedback and with a deadline of May 17, 2021. In addition to the Agency’s extensive contract process, the proposal will require contractors to provide detailed costing. MDHHS listed the various costs they are looking for including managed care, which is a Prepaid Inpatient Health Plan (PIHP) such as NorthCare, which most contractors do not have. The Agency stated in the letter to contractors that we are not in favor of this proposed policy change. CMHA is also looking into this.

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

Susan Serafini reviewed Revenues and Expenditures by funding source as of March 31, 2021. The Agency is running a surplus in Medicaid and all funding sources which is due to many reasons including being unable to complete larger projects. We are receiving the premium pay wage for DCS but if we are unable to spend it, it will have to be returned. The only area that continues to run as a deficit is local dollars but the Agency will be receiving a performance payment through NorthCare in May 2021 which is considered to be local dollars. Susan Serafini reviewed the Balance Sheet as of March 31, 2021. The total cash at the end of March 2021 was \$10,774,958, which is an increase from February 2021 of \$10,379,100.14 mostly due to two payments from NorthCare that fell into different months. The total net income of all funds through March 2021 is \$429,448, which is an increase of \$106,184 from February 2021. The General Fund’s net income at the end of March 2021 is \$284,271, compared to February 2021 of \$230,644. The Agency is planning to reach a fund balance of \$200,000 in the Employee Benefit Fund by working with our CPA firm to decrease the unfunded liability created by providing health insurance to retirees. Susan Serafini reviewed the General Fund’s Income Statement. The revenues are running at less than 1% over budget and larger areas such as Medicaid, Healthy Michigan, and General Fund are running ahead of budget. Areas that are lagging include interest, and ACT 423 which are down partly due to COVID-19. Expenditures are running slightly under budget. The Agency is still working with our CPA firm on the compliance audit which is not due until June 2021.

**Executive Committee Meeting Report – April 28, 2021:** Mr. Rozich, Committee Chairperson, presented the April 28, 2021 Executive Committee Meeting Report and stated the Executive Committee met to discuss the recommendation to rescind two policies, *Conflict of Interest* and *Conflict of Interest – General*, and to adopt one new policy, *Conflict of Interest*, which was created to align with NorthCare’s conflict of interest policy. The committee unanimously recommends to the full Board to rescind the two policies and to approve the adoption of the new policy.

**MOTION:** by Mr. Koskinen, seconded by Mrs. Paavola, that the Board accepts the recommendation of the Executive Committee to approve two rescinded Administration policies, *Conflict of Interest* and *Conflict of Interest – General*, and the new Administration policy, *Conflict of Interest*, as presented. Motion carried unanimously.

**Old / New Business**

There was no old or new business to report.

**Adjournment**

Vice Chairperson Rozich adjourned the meeting of the Copper Country Community Mental Health Services Board at 6:06 PM.

Submitted by,

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Pat Rozich, Board Vice Chairperson

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Michael Koskinen, Board Secretary

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