

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, June 29, 2022 5:00 PM

CCCMHS 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, Roy Britz, Katie Carlson-Lynch, Randy Eckloff, Julie Farmer, Barry Fink, Dr. Kathleen Johnson, Mike Koskinen, Pat Rozich, and James Tervo.

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

ABSENT: Gale Eilola, Leslie Griffith, and Richard Herrala.

Those in attendance stood for the Pledge of Allegiance.

Approval of Agenda

MOTION: by Mr. Koskinen, seconded by Mr. Eckloff, that the Board approves the June 29, 2022 Agenda with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Approval of the May 25, 2022 Minutes

MOTION: by Mr. Koskinen, seconded by Mr. Eckloff, that the Board approves the May 25, 2022 meeting Minutes with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for May 2022

MOTION: by Mr. Rozich, seconded by Mr. Eckloff, that checks numbered 65473 to 65694 in the amount of \$1,545,262.48 and Combined Cash Investments Report for May 31, 2022, totaling \$11,445,566.07 are accepted and placed on file. YES: Bourdeau, Britz, Carlson-Lynch, Eckloff, Farmer, Fink, Johnson, 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.

2022 /2023 County Appropriations Letters – Mr. Tervo stated a copy of the 2022/2023 County Appropriations letters were provided in the Board packet for review. The amounts being requested from each of the four counties have not changed since 1996.

NorthCare Governing Board Meeting – June 15, 2022 – Mr. Tervo stated the NorthCare CEO Report was provided in the Board packet. Mr. Koskinen stated it was a fairly standard meeting and Mr. Herrala attended as an alternate in place of Mr. Tervo.

CMHAM 2022 Annual Summer Conference Update – Mr. Rozich provided a *CMHAM 2022 Annual Summer Conference Update* and stated he spoke with a company called Iris Telehealth out of Texas, attended a program put on by the Flint Greater Health Coalition who work with alcohol and drug related illnesses, and a development and retention of staff program. There were eight members from the Upper Peninsula in attendance and the October conference will be held at the same place in Traverse City. The Association raised \$400,000 from their special contribution request.

CMHAM PAC Campaign – Mr. Tervo stated information about how to contribute to the *CMHAM PAC* Campaign was in the packet for review. Board members can also continue to give a personal check to Angela Cline to submit to the Association. Mr. Rozich stated he will find out how many of the Upper Peninsula CMH's have contributed to the Political Action Committee (PAC).

Great Lakes Rural Mental Health Association (GLRMHA) Meeting Update – Mr. Tervo stated the GLRMHA conference is being held September 11th – 13th, 2022. The legislators were recently reminded to confirm their attendance at the Legislative Round Table on Sunday night of the conference. This year the Executive Committee thought once they know who the candidates are that will be filling the term limited seats, they would invite them to the conference as a learning session but not for a place to campaign. Mr. Tervo reviewed the current conference presentation schedule.

Mr. Tervo stated there is a Board member committee opening and asked Mr. Britz to fill the opening on the Building & Grounds Committee. Mr. Britz accepted.

Director's Report: Mike Bach, Executive Director, presented the Director's Report.

Updates

Mike Bach stated Agency staff openings include clinical positions such as Therapists and Home Based staff. Dr. Kambiz Alavi will be retiring as of September 1, 2022. There are many openings in the group homes which include fifteen fulltime Direct Care Staff (DCS), six multi-staff, and ten relief staff.

To aid with retention, the Agency holds coaching and reflective groups for supervisors which are led by Associate Director, Leslie Griffith. These groups help with burnout and trauma compassion and fatigue so supervisors can better support their staff.

A NorthCare and Community Mental Health (CMH) CEO letter went out to all staff. The new CEO at Pathways CMH spearheaded the idea which is to look at concrete ways to take burdens off staff. The first idea is by finding a way to streamline the intake process and Leslie Griffith will represent our Agency on this. NorthCare and the CEOs are looking for practical outcomes and are hoping to keep on a time frame. He will keep the Board posted.

There were no updates regarding Senate Bills 597 and 598.

In 1963, JFK signed the Mental Health Act to move individuals with disabilities from institutional settings into residential settings. On December 20, 1963, the Boards of Supervisors of Baraga, Houghton, Keweenaw, and Ontonagon Counties met at the Houghton County Courthouse and selected the first members of the Copper Country Mental Health Board. Those members were:

J. J. Hilgers – Ontonagon County
L. J. O'Malley – Ontonagon County
Raymond J. Tembreull – Baraga County
George W. Falk – Baraga County
James A. MacDonald – Houghton County
Reuben K. Mehring – Houghton County
Chester Mello – Keweenaw County
Edwin A. Mukka – Houghton County.

On January 1, 1964, the first meeting of the Copper Country Mental Health Services Board was held.

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

Financial Statements Report for May 2022

Susan Serafini reviewed Revenues and Expenditures by funding source as of May 31, 2022, and stated the Agency continues to run a surplus across all funding sources. The Agency still has not had its cost settlement from last year with NorthCare yet, which will be approximately \$2,500,000. Susan Serafini reviewed the Balance Sheet as of May 31, 2022. The total cash at the end of May 2022 was \$11,445,566.07, which is a decrease of \$63,563.09 compared to the end of April 2022 of \$11,509,129.16, but there are no areas of concern. The total net income of all funds through May 2022 is \$641,766 compared to \$581,981 at the end of April 2022. The General Fund is reporting net income of \$426,061 which is an increase of \$29,201 compared to the end of April 2022. The Institute continues to run at a deficit of \$31,740 but do anticipate breaking even at the end of the year due to the timing of various grants they have. The Employee Benefit Fund is reporting net income of \$185,501 but shows a negative fund balance due to an accounting change with other post-employment benefits and accounting rules that the Agency is following. Susan Serafini reviewed the General Fund's Income Statement. There is a variance of 66.6% to be right on budget and revenues are over budget by approximately 2%. Expenditures are nearly right on budget. Last year was the first year the Agency was able to help the four County Sheriff's Departments with transportation funding and the Agency will be able to help each of the Sheriff's Departments again this year. The total snow plowing bills were approximately \$70,000, which included roof cleaning for the group homes. The Board thanked Susan for her report.

Personnel Committee Meeting Report – June 29, 2022

Mr. Rozich stated the Personnel Committee met tonight to review four personnel items and each of the items were designed to provide wage rate changes that are similar compared to the rates of the

other Upper Peninsula CMH agencies. The first item was *On-Call Rate Changes* for Emergency Services On-Call, Assertive Community Treatment (ACT) Team On-Call, Nursing Services On-Call, and Residential Services On-Call. The total anticipated increase will be \$96,500. The Personnel Committee recommends to the full Board to approve the on-call rate changes.

Mr. Rozich stated the Personnel Committee reviewed the item, *Therapist Position Wage Adjustment*, for the Agency's thirteen Therapist positions in Outpatient and Emergency Services. The total cost to implement these changes is estimated at \$133,700 annually. The Personnel Committee recommends to the full Board to approve the Therapist position wage adjustment.

Mr. Rozich stated the Personnel Committee reviewed the item, *ACT Manager and Acute Services Manager Position Wage Adjustments*, which need to be increased due to the increase of the Therapist position wage increase. The total estimated cost of these changes is \$11,200 annually. The Personnel Committee recommends to the full Board to approve the wage adjustments.

Mr. Rozich stated the Personnel Committee reviewed an addition to the Personnel Committee agenda of the item, *Special Payments to Staff*. Due to the rate of inflation and the need to retain staff, Management has proposed each fulltime staff receive a payment of \$225 each paycheck, while part-time staff would receive a prorated payment based on the number of hours they worked that pay period, for the remainder of the fiscal year. The total cost to implement these payments is estimated at \$404,000. The Personnel Committee recommends to the full Board to approve the special payments to staff.

MOTION: by Dr. Johnson, seconded by Ms. Carlson-Lynch, that the Board accepts the recommendations of the Personnel Committee and approves the items, *On-Call Rate Changes* for an anticipated increase of \$96,500, *Therapist Position Wage Adjustment* for an estimated total of \$133,700 annually, *ACT Manager and Acute Services Manager Position Wage Adjustments* for a estimated total of \$11,200 annually, and *Special Payments to Staff* for an estimated total of \$404,000 until the end of the current fiscal year, as presented. Motion carried unanimously. YES: Bourdeau, Britz, Carlson-Lynch, Eckloff, Farmer, Fink, Johnson, Koskinen, Rozich, and Tervo.

Old / New Business

Mr. Rozich stated at the Director's meeting at the CMHAM conference, he told everyone that the U.P. CMH's had great confidence in the CMHAM organization. In a private conversation with CMHAM CEO, Bob Sheehan, he asked him to let the U.P. CMH's deal with their own PIHP, rather than Lansing.

Mr. Koskinen stated at the May CCMHS Board meeting former Executive Director, Cari Raboin, stated Board member per diems were being reviewed by the Agency's Attorney, Bonnie Toskey, and he is wondering if there is an update on that. Mr. Rozich stated he thinks Management should review per diems with Attorney Toskey to increase the amount of per diems for Board members. Mike will provide an update at the next meeting.

Adjournment

MOTION: by Ms. Carlson-Lynch, seconded by Mr. Koskinen, that the meeting adjourn. The meeting adjourned at 6:09 PM.

Submitted by,

James Tervo, Board Chairperson

Mike Koskinen, Board Secretary

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