

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, April 26, 2023 5:00 PM

Rice Memorial Center - Boardroom
901 W. Memorial Drive
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, Gale Eilola, Barry Fink, Julie Farmer, Richard Herrala, Dr. Kathleen Johnson, Mike Koskinen, Pat Rozich, and James Tervo.

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

ABSENT: None.

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 April 26, 2023 Agenda without any additions, deletions, or amendments, as presented. Motion carried unanimously.

Approval of the March 29, 2023 Minutes

MOTION: by Mr. Koskinen, seconded by Mr. Eckloff, that the Board approves the March 29, 2023 meeting Minutes without any additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for March 2023

MOTION: by Mr. Rozich, seconded by Dr. Johnson, that checks numbered 67765 to 68607 in the amount of \$2,432,968.96 and Combined Cash Investments Report for March 31, 2023 totaling \$10,122,339.04 are accepted and placed on file. YES: Bourdeau, Britz, Carlson-Lynch, Eckloff, Eilola, Fink, Farmer, Herrala, Johnson, Koskinen, Rozich, and Tervo.

Comments from the Public

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

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

NorthCare Governing Board Meeting – April 12, 2023 – Mr. Tervo stated the NorthCare Governing Board discussed ways to make operations run smoother. Mr. Koskinen added that operations at NorthCare are already running smoothly with new CEO, Megan Rooney, and she is making many steps in the right direction.

CMHA Annual Summer Conference – June 6th – 7th, 2023 – Mr. Tervo stated if any Board members are interested in attending the Community Mental Health Association (CMHA) Annual Summer Conference to let Angela Cline know to make arrangements.

Great Lakes Rural Mental Health Association Conference Update – Mr. Tervo stated the Great Lakes Rural Mental Health Association (GLRMHA) Executive Committee met yesterday and the conference planning is going well. Some of the confirmed presentation topics are school based services, NorthCare Network update with interim CEO, Megan Rooney, and other NorthCare staff, a CMH CEO Roundtable, and drug use panel.

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

Quality Improvement Program Report – 2nd Quarter FY 2023 – Mike Bach stated the Quality Improvement Program Report for the 2nd Quarter of FY 2023 was provided in the meeting packet. The Quality Improvement Committee assesses CCMHS programs to see where improvement is needed. Under *Community Education*, a committee is working with consumers to record their recovery stories and will post them to the agency's Facebook page. Leslie Griffith reported on the Trauma Committee and stated some of the important tasks required of the committee is to complete a trauma survey every three years and to provide trauma training to staff. The next trauma training will be held in June and will focus on Adverse Childhood Experiences (ACEs) and resilience. A section on trauma will be added to the core training packet for all staff, which is due annually, and the topic this year will be trauma informed customer service. Mr. Rozich noted this is one of the most important reports and he would like to thank the Quality Improvement Committee for the work they do.

Recipient Rights Advisory Committee Report – April 11, 2023 – Mr. Herrala presented the Recipient Rights Advisory Committee Report from April 11, 2023. They discussed the annual U.P. Recovery Conference being held at NMU on June 1, 2023. Lt. Nick Roberts from the Houghton City Police Department presented on a crisis intervention training for officers to learn how to recognize when someone is in a crisis situation and how to de-escalate.

2023 Annual U.P. Recovery Conference – June 1, 2023 – The flyer for the 2023 Annual U.P. Recovery Conference was provided in the Board packets.

Updates

Mike Bach stated the agency recently filled a Case Manager position. We continue to look for an ACT Team Coordinator, Case Manager in Baraga, and a few additional Direct Care Staff (DCS) positions but are hoping to have two or three new applicants in the next training class. Staffing continues to be an ongoing struggle and the Recruitment and Retention Workgroup continues to meet and will meet again in a couple of weeks to review new ways to reach out to potential new staff and ways to retain them.

The 1962 project is about when the Rice Memorial Clinic was dedicated and the purpose of that project is to get a better sense of who the agency is and its purpose. It is also about the mental health system as a whole and to be able to communicate to the community about what we do. Some of the recent updates at the agency include plaques which are currently being engraved to describe each of the photos in the Boardroom, in the main entryway, a platform was constructed to cover the decorative rocks but management is still deciding what will adorn the cover, and the floors and walls will be painted to create an overall better impression when entering the building. Microfiche files containing Board meeting minutes from the '70s and

'80s were sent to a company to scan into a legible format. The agency's Facebook page has been updated and we are adding posts about staff, videos, and upcoming events.

The Emergency Operations Plan is in the process of being updated. Deputies from the Houghton and Ontonagon Sheriff Departments did a walkthrough of the Calumet clinic, Autism program building, and the Ontonagon County Center to give us ideas about what to do if there was a dangerous situation.

The "Dream Team" continues to do outreach and met via Zoom last week with UP Health System-Portage to discuss using their contracted psychiatrists to make medication recommendations for our individuals that present to the emergency room and need medications.

Recently, an informal gathering of a U.P. rural mental health workgroup has started and includes the five U.P. CMH Directors, NorthCare Network interim CEO, Megan Rooney, and four CMH Directors from northern lower Michigan. Their purpose is to get ideas by working with CMHA CEO, Bob Sheehan, and MDHHS for a rural taskforce and to get feedback from these rural areas before MDHHS rolls out their ideas because what may work downstate may not work in these areas.

A NorthCare audit is planned for the agency again this year. NorthCare Network interim CEO, Megan Rooney, and her team have gone through all aspects of NorthCare's operations and has discontinued anything that doesn't make sense or no longer works.

The Public Health Emergency is scheduled to end on May 11, 2023 and this means that MDHHS offices will begin redeterminations for Medicaid. The concern is that individuals will forget or not mail in required documentation so CCMHS staff are working with consumers and working on the process for billing changes.

Mike Bach stated last year a presentation at the Portage Lake District Library was put on by the Mental Health Support Group and another presentation has been scheduled for next week that he and Leslie Griffith will be attending to discuss what we do at CCMHS. The presentation is scheduled for May 3, 2023 at 6:00 PM at the Portage Lake District Library in Houghton.

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

Group Home Bathroom Bid Results – Susan Serafini presented group home bathroom bid results for complete remodels of the main bathrooms at Atlantic, Stanton, Stepping Stone, and Portage homes and stated management is recommending the lowest bid from LR Contracting in Hancock, MI at \$281,000. The work will not begin until December 2023.

MOTION: by Mr. Rozich, seconded by Dr. Johnson, that the Board accepts the recommendation of the lowest bid from LR Contracting in the amount of \$281,000 to complete remodels of the main bathrooms at Atlantic, Stanton, Stepping Stone, and Portage homes, as presented. Motion carried unanimously.

Vehicle Update & Request to Increase Fleet – Susan Serafini stated the agency received six vans from Big Valley Ford and will receive four more vans tomorrow. Management would like to request approval to trade in three vans, instead of replacing one van, to increase the vehicle fleet from 41 to 42 vehicles.

MOTION: by Mr. Herrala, seconded by Mr. Eckloff, that the Board approves the trade of three agency vans with Big Valley Ford to increase the fleet of agency vehicles from 41 to 42 vehicles, as presented. Motion carried unanimously.

Financial Statements for March 2023 - Susan Serafini reviewed the Revenues and Expenditures by funding source report as of March 31, 2023. The agency continues to show a surplus across all funding sources and is ahead in funding compared to the same time last year. There will be a decrease in Healthy Michigan funding due to the end of the Public Health Emergency. Susan reviewed the Balance Sheet as of March 31, 2023. The total cash at the end of March 2023 was \$10,122,339.04, which is a decrease of \$580,456.64 compared to the end of February 2023 of \$10,702,795.68. This is mainly due to three payrolls in March and the HAB Supports Waiver payment of \$140,000 being received in April instead of March. The total net income of all funds through March 2023 is \$654,455 compared to February 2023 of \$552,586 which is an increase of \$101,869. The General Fund is reporting net income of \$512,465 which is an increase of \$43,545 compared to February 2023 of \$468,920. All other internal service funds are also reporting net income. Susan reviewed the General Fund's Income Statement. The revenues would have a variance of 50% to be right on budget. Revenues are under budget by 1.5%. Expenditures are also under budget by 3%. Community Inpatient remains an area significantly over budget and Children's Inpatient has been over budget for the entire year. Looking at past years, March tends to be the highest inpatient month for the agency. The Board thanked Susan for her report.

Old / New Business

There was no old or new business to report.

Adjournment

MOTION: by Ms. Carlson-Lynch, seconded by Mr. Herrala, that the meeting of the Copper Country Community Mental Health Services Board adjourn. The meeting adjourned at 5:46 PM.

Submitted by,

James Tervo, Board Chairperson

Michael Koskinen, Board Secretary

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