

COPPER COUNTRY MENTAL HEALTH SERVICES BOARD

Wednesday, May 31, 2017 6:00 PM

Rice Memorial Center
901 W. Memorial Drive
Houghton, MI 49931

MINUTES

CALL TO ORDER: The meeting was called to order at 6:00 PM.

ROLL CALL: Richard Bourdeau, Zach Edgerton, Carol Evers, Barry Fink, James Fyfe, Sandra Gayk, Richard Herrala, Dr. Kathleen Johnson, Mike Koskinen, James Tervo and Tom Tikkanen.

ABSENT: Pat Rozich.

OTHERS: Carla Anderson, Vicki Mikkola, Cari Raboin, Dawn Stromer and Angela Cline.

Mr. Tervo reintroduced new Board Members, Sandra Gayk from Keweenaw County and Tom Tikkanen from Houghton County, to the Board.

Approval of Agenda

MOTION: by Mr. Koskinen, seconded by Mr. Herrala, that the Agenda be approved with the addition of two items, *Letter to Governor Snyder* and *Request for Bids for Siding*. Motion carried unanimously.

Approval of Minutes of April 26, 2017 Meeting

MOTION: by Mr. Herrala, seconded by Mrs. Evers, that the Minutes of the April 26, 2017 meeting be approved as presented. Motion carried unanimously.

Treasurer's Report for April, 2017

MOTION: by Mr. Fyfe, seconded by Dr. Johnson, that checks numbered 49466 to 49764 for a total of \$1,117,847.82 and Combined Cash Investment Report for April 30, 2017 totaling \$8,496,858.82 is accepted and placed on file. YES: Bourdeau, Edgerton, Evers, Fink, Fyfe, Gayk, Herrala, Johnson, Koskinen, Tervo and Tikkanen. Motion carried unanimously.

Comments from the Public

There was no public present and therefore no comments were noted.

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

NorthCare Governing Board Meeting – Mr. Tervo stated the biggest issue is trying to hire a new Executive Director to replace Bill Slavin who has agreed to stay on until a replacement is found and the Board is diligently continuing that search.

MACMHB Spring Conference – May 15th & 16th, 2017 – Vicki Mikkola stated Mr. Rozich was the only Board member registered to attend but was unable to do so due to a death in the family.

GLRMHA Meeting – Mr. Tervo stated the GLRMHA is meeting next Tuesday in Marquette to finalize the Fall Conference agenda and will be sending it out to everyone as soon as it is completed. The conference will be held September 10th – 12th, 2017 in Sault Ste. Marie, MI and a Soo Locks Boat Tour may be available for those who arrive early for the conference. Representatives from MDHHS and MACMHB, as well as Consumers from the area will be present. The committee is also trying to get UPSET East there to present on the current drug situation. Mr. Tervo stated it is a very good conference.

Letter to Governor Snyder – Mr. Tervo stated a copy of the letter to Governor Snyder, written on behalf of the Board of Directors of Copper Country Mental Health, expressing support for the construction of a new State Regional Hospital, in a geographic area that will better serve the U.P., was handed out tonight for the Board's review and would like to know if the Board is in agreement to send the letter out to Governor Snyder.

MOTION: by Mr. Tikkanen, seconded by Mrs. Evers, that the Board approves the submission of the letter to Governor Snyder, expressing the Board's support for the construction of a new State Regional Hospital, in a geographic area that will better serve the U.P., as presented. Motion carried unanimously.

Director's Report: Vicki Mikkola, Executive Director, presented the Director's Report.

Autism Program Presentation – Vicki Mikkola introduced Carla Anderson, Behavioral Analyst. Vicki Mikkola stated Carla recently received her Board Certified Behavior Analyst (BCBA) certification and is in charge of the Autism Program. Carla Anderson stated we provide Applied Behavior Analysis (ABA) interventions for children ranging from ages 0 to 21 with a diagnosis of Autism Spectrum Disorder (ASD). These children are taught to use communication by speaking, using pictures or sign language. Some children have behavioral concerns or aggression and help is provided to their families to reduce these behaviors. The program has Behavioral Technicians that work with the children and do a lot of playing using motivators to encourage the children to speak and look at their faces. Carla Anderson said the Behavioral Technicians do a great job and are sometimes subject to physical aggression, but all have great attitudes and are there to help the children and their families. The services are provided in the home and at an area at the Institute that has individual treatment rooms and a large space so the children can play together. Some children have Autism as well as cognitive impairments or visual impairments and not all have behavioral issues. To get a child into services, the family would call NorthCare for a prescreening and be referred to CCMH who have Masters level staff trained in the Autism Diagnostic Observation Schedule (ADOS). If they qualify for the Autism Benefit, by having either Medicaid or MI Child, the results are sent to the State who then approve or deny the child. If approved, the child sees Carla who does a more intense assessment. The staff have curriculums to work on depending on the severity of the child and try to work with family in their home or if they can transport the child to the Institute, they can receive therapy there. Carla Anderson stated she monitors the fidelity of the Behavioral Technicians, uses guidelines for milestones, takes data and graphs it, writes progress notes and gives the notes to the family along with a copy of the graph. If the

child is not making progress or is slowly progressing, she will take another look at the data. The program also works on social interactions, cooking skills, daily living skills and supports for the family when the child turns 18. There are currently ten children actively participating in the program and three assessments in progress. One child graduated the program and will be going into Kindergarten. Barry Fink asked if there is any follow up and Carla Anderson responded that they try to transition the families slowly and give them a longer time at the end to see how things are going. The parents can also do just parent training. The Board thanked Carla for her presentation.

Boardworks Report – Vicki Mikkola stated Boardworks is a curriculum developed by MACMHB that contains several modules and Board Members can get credit for these modules either at conferences or by viewing DVD's. Barry Fink noted that she has been making her way through the DVD's and they are a few years old now. Richard Herrala also commented that he has been viewing the DVD's and agrees they are dated but generally very informative and only take a little bit of time to review.

Rice Board Meeting – Vicki Mikkola stated the Rice Memorial Clinic Foundation Board last met on May 3, 2017 at the L'Anse Center. The Rice Board will have a new Board Member soon as Del Harma has resigned due to health reasons. Adam Taivalkoski was nominated to replace him. The Board had also awarded scholarships this year to ten high school seniors and 18 graduated students who are continuing their education. The scholarships are \$600 each. There were no new requests for funding but the Rice Board has been considering donating to the Houghton County Arena to help replace the bleachers to make them more accessible for those with disabilities and the Arena will allow our Consumers to attend events free of charge when that happens. Letters were sent to Senator Tom Casperson and State Representative Scott Dianda regarding Section 298 and keeping public Medicaid money public. The Rice Board is currently paying CCMH's mortgages and they will be paid off in May, 2018. The Rice Board suggested we start thinking about what else we need and to think about what they can do to help get individuals off the waiting list.

"Go to Bat" Award – Vicki Mikkola stated the Board asked if the Rice Memorial Clinic Foundation Board would be okay with being nominated for the "Go to Bat" award through MACMHB and the Rice Board stated they would be pleased to be nominated. The nomination forms were provided in the Board packet. The award is given at the Winter Conference and we have until November 8, 2017 to nominate the Rice Board.

Request for Resolution by Counties – Vicki Mikkola stated in the packet was an email from Bill Slavin regarding a draft resolution being provided to UP County Commissioners encouraging them to pass resolutions supporting our position regarding Section 298, opposing privatization and seeking to preserve public management and delivery of behavioral health services. Mike Koskinen stated this is already being done at the County Boards.

SVA Action Item - Vicki Mikkola stated we need to upgrade our Dynamics GP software and Management Reporter as the current version will no longer be supported which impacts the ability to remain in compliance with Generally Accepted Accounting Principal (GAAP) as well as payroll requirements.

MOTION: by Mr. Koskinen, seconded by Mr. Fyfe, that the Board approves the upgrade of Dynamics GP 2012 software to GP 2016 R2 as well as the upgrade of Management Reporter, as presented. Motion carried unanimously.

Vehicle Purchase Action Item – Vicki Mikkola stated we would like to purchase one additional vehicle, which would increase our fleet to 40 vehicles, for our Home Based staff who travel to provide services to children. Susan Serafini did a cost analysis and it would be more cost efficient to have another Agency vehicle rather than staff using their personal vehicles. The vehicle will be assigned to Outpatient and After-Hours Emergency staff can also use the vehicle for Emergency Screenings at hospitals within the four counties. Vicki Mikkola stated we will get quotes from different vendors and bring those results back to the Board.

MOTION: by Mr. Herrala, seconded by Ms. Fink, that the Board approves the request to seek bids for one additional vehicle for Home Based and After-Hours Emergency staff to provide services outside the Agency, as presented. YES: Bourdeau, Edgerton, Evers, Fink, Fyfe, Gayk, Herrala, Johnson, Koskinen, Tervo and Tikkanen. Motion carried unanimously.

Outpatient Copier Bids – Vicki Mikkola stated bid results for the Outpatient Area copier were provided in the Board packet. Susan Serafini is recommending we go with U.P. Office as the vendor because we've had Sharp machines in the past and are satisfied with those as well as with the service from U.P. Office. We are recommending approval of the bid from U.P. Office for the Sharp MX-M564N copier with a total cost of \$8,642, including five years of maintenance.

MOTION: by Mr. Herrala, seconded by Mrs. Gayk, that the Board accepts the recommended bid for the Sharp MX-M564N copier from U.P. Office for a total cost of \$8,642 including the cost of five years of maintenance, as presented. YES: Bourdeau, Edgerton, Evers, Fink, Fyfe, Gayk, Herrala, Johnson, Koskinen, Tervo and Tikkanen. Motion carried unanimously.

Request for Bids for Siding – Vicki Mikkola stated a lot of our buildings are rotting already and it was recommended by Facilities Manager, Ron Jaehnig, to get bids for vinyl siding rather than painting. We already received estimates from A1 Drywall for two Group Homes, but there was a difference of \$5,000 between the two, so we would like to rebid for both Stanton and Portage House Group Homes.

MOTION: by Mr. Koskinen, seconded by Mr. Herrala, that the Board approves the request to seek bids for vinyl siding for Stanton and Portage House Group Homes. Motion carried unanimously.

Updates – Vicki Mikkola stated the Drop-In Center has a new Director, Holly Bohto. The new Director recently resigned suddenly after 13 years. Vicki Mikkola stated she is working with the new Director to bring her up to speed. Mr. Tervo asked if we could ask the new Director to come and introduce herself to the Board. Vicki Mikkola stated she will ask her to.

Vicki Mikkola stated we have had some staffing updates and there are a number of open positions. There was a changeover in Ontonagon when the Supervisor there took a position as a Case Manager after Jamie Fiorucci left the Agency and we hired Rachel Gustafson to replace her as Supervisor. Rachel has Group Home experience and is working on her Masters in Health Management. Openings

include a Parent Support Partner who resigned and we have hired someone for that position. We have two openings in IT as the current staff there is moving to Oregon and a part-time Help Desk staff has recently graduated from MTU and has also moved out of the area for another job. We have made an offer on the Help Desk position and the person has accepted and is starting tomorrow. One of the receptionists, Donna Maronen, is retiring after a long time with the Agency. Dawn Stromer made an offer on that position today and is waiting on a response. We had the Medical Scribe position open, made an offer on the position and the person accepted. The ACT RN is retiring soon and we will also have an opening there. We have not yet filled the Youth Peer Support Specialist position. It will be difficult to fill and Mike Bach had interviewed one person but they are still in school. There is one MSW Therapist position in Outpatient that has been open for many months.

Vicki Mikkola stated Legislatively there is nothing new but to keep the pressure on. New emails were handed out tonight. Billboards have been put up on I-75 and people are also putting signs in their yards, so there is a lot of pressure and hopefully the Legislators will listen.

Vicki Mikkola stated summer is site review season and NorthCare is coming in June. Two weeks ago, we finished up responding to the desk audit. MDHHS will be in the U.P. in August and will be in the Copper Country sometime in August. We are due for our three-year certification from MDHHS as we gave up CARF Accreditation several years ago. The ACT Team will be recertified by an IDDT group, someone from MDHHS will be coming for Co-Occurring Disorders in Outpatient and we always have Licensing coming into the Group Homes.

Finance Director's Report: Vicki Mikkola, Executive Director, presented the Finance Director's Report in the Finance Director's absence.

Vicki Mikkola stated there is a summary from Susan Serafini that was provided in the Board packet attached to the copies of the financials. There is no big news and Susan provided the ups and downs of what we are going through from one month to the next. The General Fund deficit continues to grow. Susan mentioned in her summary that we are overspent in Healthy Michigan, a large part due to people being hospitalized. We keep track of admissions and discharges and about half of the people hospitalized are those who we have never seen before. More than half are those with Healthy Michigan and most don't follow up with us after being discharged and our only contact with them is when we are hospitalizing them. Board Members can contact Susan Serafini with any questions.

MOTION: by Mr. Herrala, seconded by Mr. Fyfe, that the Board approves the Finance Director's Report, as presented. Motion carried unanimously.

Approval of Executive Committee Meeting Minutes – April 26, 2017

Mr. Tervo stated the Executive Committee met on April 26, 2017 to review two items and the Minutes were provided in the Board packet for review.

MOTION: by Mr. Koskinen, seconded by Mr. Herrala, that the Board approves the Executive Committee Meeting Minutes, as presented. Motion carried unanimously.

Minutes of Meeting 5/31/17


Old / New Business

There was no old or new business to report.

Adjournment

MOTION: by Mr. Fyfe, seconded by Mr. Koskinen, that the meeting adjourn. The meeting adjourned at 7:07 PM.

Submitted by,


Michael Koskinen, Board Secretary


James Tervo, Board Chairperson