

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, April 27, 2022 5:00 PM

CCMHS 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, Gale Eilola, Barry Fink, Julie Farmer, Richard Herrala, Dr. Kathleen Johnson, and Mike Koskinen.

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

ABSENT: Pat Rozich and James Tervo.

A moment of silence was held in memory of Albert Koskela.

Those in attendance stood for the Pledge of Allegiance.

Approval of Agenda

MOTION: by Mrs. Fink, seconded by Mr. Eilola, that the Board approves the April 27, 2022 Agenda without any additions, deletions, or amendments, as presented. Motion carried unanimously.

Approval of the March 30, 2022 Minutes

MOTION: by Mrs. Fink, seconded by Mr. Eilola, that the Board approves the March 30, 2022 meeting Minutes without any additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for March 2022

MOTION: by Mr. Herrala, seconded by Ms. Carlson-Lynch, that checks numbered 64969 to 65164 in the amount of \$1,745,204.74 and Combined Cash Investments Report for March 31, 2022 totaling \$11,602,058.03 are accepted and placed on file. YES: Bourdeau, Carlson-Lynch, Eckloff, Eilola, Fink, Farmer, Herrala, Johnson, and Koskinen.

Comments from the Public

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

Chairperson's Report: Mike Koskinen, Secretary, presented the Chairperson's Report.

NorthCare Governing Board Meeting – April 13, 2022 – There was no comment regarding the NorthCare Governing Board meeting on April 13, 2022.

CMHAM 2022 Annual Summer Conference – June 7th – 8th, 2022 – Cari Raboin stated if any Board members are interested in attending the Community Mental Health Association of Michigan (CMHAM) 2022 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 – 2nd Quarter FY 2022 – Mrs. Fink presented the Quality Improvement Program Report for the 2nd Quarter of FY 2022.

Recipient Rights Advisory Committee Report – February 8, 2022 & April 12, 2022 – Ms. Carlson-Lynch presented the Recipient Rights Advisory Committee Report from February 8, 2022 and April 13, 2022.

Recipient Rights Annual Report 2021 – Ms. Carlson-Lynch presented the Recipient Rights Annual Report 2021. There were no questions or comments.

New Employment Contract – Cari Raboin stated Julie Maki, Administrative Services Coordinator, recently retired and agreed to return with a contract to assist training the new staff person who will be taking over her position. Management is recommending Board approval of the new contract.

MOTION: by Mr. Herrala, seconded by Mr. Eilola, that the Board approves the *New Employment Contract* for Julie Maki to assist with training the new Administrative Services Coordinator, as presented. Motion carried unanimously.

Corporate Authorization Resolution – Cari Raboin stated there are some changes to the designated signatories at Superior National Bank & Trust and a resolution from the Board is required to appoint Leslie Griffith, who will become the new Associate Director at Copper Country Mental Health Services (CCMHS), as a Trustee of the CCMHS Employee Retirement Plan Trust and of the CCMHS Board Deferred Compensation Plan Trust. The appointment will go into effect on May 28, 2022.

MOTION: by Mr. Herrala, seconded by Ms. Carlson-Lynch, that the Board approves the Corporate Authorization Resolution to appoint Leslie Griffith as a Trustee of the CCMHS Employee Retirement Plan Trust and of the CCMHS Board Deferred Compensation Plan Trust which will go into effect on May 28, 2022, as presented. Motion carried unanimously.

Needs Assessment Survey Update – Mike Bach presented the *Needs Assessment Survey Update* and stated this information is submitted to the State who wants the Agency to ask community members about unmet needs. The agency then develops a plan to address those needs. The top five priority needs identified were, *more access to mental health services; mental health services for children ages 0-18 years old; need for local psychiatric beds; more psychiatric services; and community education and prevention.* There were a total of 97 responses and of those, 32 responses were from consumers. A more complete version of this assessment can be found on the agency's website.

Dr. Johnson asked if local law enforcement personnel are trained and if the agency could hold a seminar for the police departments about mental health issues and how to respond to them. Cari Raboin replied that the

agency would be willing to look into that and that we already consult with local police officers on a regular basis.

Annual U.P. Recovery Conference – June 9, 2022 – Cari Raboin stated the flyer for the Annual U.P. Recovery Conference is in the Board packets and the conference is going back to being held in-person.

Updates

Cari Raboin presented staff vacancies and stated there are openings for 17 full-time Direct Care Staff (DCS), ten part-time/relief DCS, a Training Coordinator, a Case Manager at ACT and a Case Manager in Baraga, a Recipient Rights Office Assistant, three mental health clinicians, a Parent Support Partner, and one Registered Nurse in Houghton. The agency will attempt recruiting Psychiatrists through the American Psychiatric Association conference by purchasing an ad in their brochure that they give out. Also, the U.P. CMH CEO's are going to be meeting tomorrow about any changes they could make in the region to help with recruitment and retention.

Cari Raboin reported on the status of legislation threatening the mental health system and stated Senator Shirkey's bills are somewhat stalled on the Senate floor because he is unable to get enough votes. The concern is that after elections, Senator Shirkey will attempt something after lame duck session. Senator Mary Whiteford's bills are in the House and are still working on changes to the bills which may not happen until after lame duck. According to Alan Bolter, Associate Director at CMHAM, *"those Whiteford bills have zero chance in the Senate"*.

Cari Raboin stated the Michigan Department of Health and Human Services (MDHHS) contract with our agency has an amendment in it but it will not change anything as there are only language changes and therefore, she will be signing the contract.

Cari Raboin stated the Mental Health Support Group of the Keweenaw is meeting on Wednesday, May 11, 2022 at 6:00 pm at the Portage Lake District Library and speakers will be talking to everyone about mental health services in our area and Mike Bach will also be there to speak about services at CCMHS.

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

Susan Serafini presented an update on agency vehicle bids from last May and stated we are not able to get new vehicles. They have spoken with dealerships on a few occasions and they suggested that the agency purchase, or trade-in, a few at a time. We will need to bid out a few vehicles at a time, fleet pricing is no longer available. She will bring bids back to the Board for approval. The agency currently has a fleet of 38 vehicles and are usually able to replace approximately 8 -10 vehicles a year.

Susan Serafini reviewed Revenues and Expenditures by funding source as of March 31, 2022. The agency continues to run a surplus across all funding sources. Once the Federal Health Emergency ends the agency will most likely see less Medicaid and Healthy Michigan funding and therefore have a need to use more General Fund dollars. The local Department of Health and Human Services offices are given a 14-month period to complete redeterminations for Medicaid. During COVID-19 they were given a moratorium but now must begin completing redeterminations again. Two larger revenue items that the agency will receive are the cost

settlement with NorthCare of approximately \$2,000,000 and a performance payment of approximately \$100,000. Susan Serafini reviewed the Balance Sheet as of March 31, 2022. The total cash at the end of March 2022 was \$11,602,058.03 which was an increase of \$315,965.93 compared to February 2022. The total net income of all funds through March 2022 is \$560,635 compared to February 2022 of \$450,153. The General Fund is reporting net income of \$361,047 which is an increase of \$27,543 compared to the end of February 2022. All other internal service funds are in good shape with only the Institute running a small loss of \$2,811. Susan Serafini reviewed the Income Statement. The revenues would have a variance of 50% to be right on budget and are currently 1.5% ahead of the budget. Medicaid is running under budget and Healthy Michigan has been doing well for the past two years while historically it had been underfunded. Expenditures are staying less than .5% under budget. Community Inpatient and State Facility Inpatient continue to trend high. A contributor to this is that the cost per day at these facilities are increasing substantially. She will review figures later in the year to get a better idea of the average cost per day. The Board thanked Susan for her report.

Personnel Committee Meeting Minutes – March 30, 2022

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the Personnel Committee Meeting Minutes without any additions, deletions, or amendments, as presented. Motion carried unanimously.

Finance Committee Meeting Minutes – March 30, 2022

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the Finance Committee Meeting Minutes without any additions, deletions, or amendments, as presented. Motion carried unanimously.


Old / New Business

There was no old or new business to report.

Adjournment

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the meeting of the Copper Country Community Mental Health Services Board adjourn. The meeting adjourned at 5:47 PM.

Submitted by,


Michael Koskinen, Board Secretary

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