

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, October 30, 2024 5:00 PM

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

MINUTES

ROLL CALL: Richard Bourdeau, Randy Eckloff, Gale Eilola, Barry Fink, Mike Koskinen, Pat Rozich, and James Tervo.

ABSENT: Roy Britz, Katherine Carlson-Lynch, and Richard Herrala.

OTHERS: Mike Bach, Christopher Gelety, Dawn Gibson, Leslie Griffith, Susan Serafini, Kimberly Walters and Angela Cline.

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

Those in attendance stood for the Pledge of Allegiance.

Approval of Agenda

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the agenda be approved with one amendment to table the agenda item, "*CMHA FY 2024/2025 Member Dues*", as presented. Motion carried unanimously.

Approval of Minutes of September 25, 2024 Meeting

MOTION: by Mr. Koskinen, seconded by Mr. Eilola, that the Minutes of the September 25, 2024 meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for September 2024

MOTION: by Mr. Rozich, seconded by Mr. Eckloff, that checks numbered 72293 to 72523 in the amount of \$1,495,505.36 and Combined Cash Investments Report for September 30, 2024 totaling \$10,736,563.83 are accepted and placed on file. YES: Bourdeau, Eckloff, Eilola, Fink, Koskinen, Rozich, and Tervo.

Comments from the Public

There were no comments from the public to note.

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

NorthCare Governing Board Meeting – October 9, 2024

Mr. Tervo stated everything went well at the October 9, 2024 NorthCare Governing Board meeting and that CEO, Megan Rooney, is doing a great job staying on top of funding and is currently head of the PIHP Director's for the State.

CMHA Annual Fall Conference Report – Mr. Tervo stated the CMHA annual fall conference went well. He attended several sessions and met with other providers from around the State.

Draft of 2025 CCMHS Board Meeting Schedule – Mr. Tervo stated the draft of the 2025 CCMHS Board meeting scheduled was provided in the Board packet for review.

MOTION: by Mr. Eilola, seconded by Mr. Rozich, that the Board approves the *2025 CCMHS Board Meeting Schedule*, as presented. Motion carried unanimously.

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

Recipient Rights Training – Christopher Gelety, Recipient Rights Officer, provided the annual Recipient Rights training to the Board.

Quality Improvement Program Report – 4th Quarter FY 2024 – The 4th Quarter FY 2024 Quality Improvement Program Report was provided in the Board meeting packet for review. Mike Bach stated the 2025 Quality Improvement Plan will be presented to the Board in December. There were no questions or comments from Board members.

Recipient Rights Advisory Committee Report – October 8, 2024 – The Recipient Rights Advisory Committee Report from October 8, 2024 was provided in the Board meeting packet for review. There were no questions or comments from Board members.

Policy & Procedure

Guardianship (REVISED) – The *Guardianship* policy was revised to state that CCMHS will not act as a guardian for any individual unless ordered by the court.

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the revised policy, *Guardianship*, as presented. Motion carried unanimously.

FY 2025 Contracts – Mike Bach reviewed additional FY 2025 contracts for CS Construction, KCO Construction, Keweenaw Auto Body, Northend Excavating, Turning Leaf, and Cara Matrella for the Institute.

MOTION: by Mr. Koskinen, seconded by Mr. Rozich, that the Board approves the FY 2025 contracts, as presented. Motion carried unanimously.

CMHA FY24/25 Membership Dues – This item has been tabled.

Health Insurance Premium Cost Sharing – Each year the agency is required under Public Act 152 to receive Board approval for the premium cost sharing with employees of the agency's health insurance. Historically, Management has recommended an 80/20 premium share split for health insurance and Management is recommending the same 80/20 split for next year's plan beginning in January 2025.

MOTION: by Mrs. Fink, seconded by Mr. Eckloff, that the Board approves the continuation of the 80/20 premium share split for health insurance, as presented. Motion carried unanimously.

Sheriff Department Payments for Inpatient Hospitalization Transports – The agency has provided payments to the four county Sheriff Departments for inpatient hospitalization transports beginning in FY 2021. The agency follows the same process and allocates the amount of funds to each department based on the number of transports they provide.

MOTION: by Mr. Koskinen, seconded by Mr. Eckloff, that the Board approves payments to the four county Sheriff Departments for inpatient hospitalization based on the number of transports provided by each county, as presented. Motion carried unanimously.

Cash Investment Allocation

Susan Serafini stated in the past the Board would be provided with the cash investment allocation as an informational item for the Board to show where our funds are being invested. With short-term interest rates being so high for overnight funds, she has let the agency's CDs mature and will resume looking at CDs when the interest rates decrease.

Updates

Job Openings – Dawn Gibson reported the agency filled the Community Employment Coordinator / Case Manager position this week. A former nurse has been re-hired for the open Baraga RN position and will start next week. A Case Manager in Baraga has been hired and will also be starting next week. There are openings for a Case Manager at ACT, a nurse for residential services, a Parent Support Partner, a Peer Support Specialist, a Youth Peer Support Specialist, a Houghton Outpatient secretary, a trainer in Gogebic County, and a vehicle maintenance worker. Dawn stated if all applicants accept the offers being made to them, there will be 12 new staff for the group homes and Autism program.

FY 2024 Access Data – Leslie Griffith reviewed access data for the period of January 3, 2024 thru September 30, 2024. There was a total of 556 access call, 225 informational only calls, 331 access screens were completed, 74 calls were referred to outside providers, and 257, or 77%, of the calls were scheduled for intakes.

Multi-day Assessments & Transport Data – Leslie stated last year there were 33 individuals who were in the Emergency Room for more than two days and this year were 12, for a 68% decrease. Fewer assessments were completed but more individuals were hospitalized. The top two reasons for the length of stay in Emergency Rooms were acuity and no beds. Leslie reviewed psychiatric hospitalization transportation data which comes from the County Sheriff Offices.

2025 Strategic Plan (Project H) – Mike reviewed the *2025 Copper Country Mental Health Services Strategic Plan (Project H)* and stated leadership works with supervisors frequently with in-person trainings and bi-weekly team calls to work on the four principles, **achievement, objective, efficiency, and solutions** by trying to empower supervisors to work with their staff to better carry out the agency's mission.

Protocall Update – The after-hours crisis line is averaging over 70 calls per month and are doing well answering calls with few calls are being abandoned. Mike stated he will continue to track this information.

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

Financial Statements for September 2024

Susan Serafini reviewed preliminary financial statements for September 2024 and the Revenues and Expenditures by funding source as of September 30, 2024. The agency continues to run a surplus across all funding sources. Auditors will be on site during the weeks of January 6, 2025 and January 13, 2025. Once the audit is complete, it is anticipated that there will be savings from NorthCare in both Medicaid and Healthy Michigan. The agency is allowed to carry forward some of those savings into the coming year. Susan Serafini reviewed the Balance Sheet as of September 30, 2024. The total cash at the end of September 2024 was \$10,736,563.83 which is an increase of \$285,639.33 compared to the end of August 2024 was \$10,450,924.50. The total net income of all funds through September 2024 is \$1,509,788 compared to \$1,599,795 at the end of August 2024, which is a decrease of \$90,007. This decrease was expected due to the closing of the end of the year. The General Fund is reporting net income of \$1,309,234 compared to \$1,322,221 in August 2024. This is expected as we are closing the fiscal year. All other internal service funds are reporting net income. Susan Serafini reviewed the General Fund's Income Statement. Revenues are running 6% under budget and expenditures are 11.5% under budget. The Board thanked Susan for her report.

Finance Committee Meeting Minutes – September 25, 2024

MOTION: by Mr. Rozich, seconded by Mr. Eckloff, that the Minutes of the September 25, 2024 Finance Committee meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Old / New Business

There was no old or new business to note.

Adjournment

MOTION: by Mr. Bourdeau, that the meeting adjourn. The meeting was declared adjourned by Chairperson Tervo at 6:15 PM.


James Tervo, Board Chairperson


Michael Koskinen, Board Secretary

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