

**COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD**

Wednesday, June 26, 2024 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, Richard Herrala, Mike Koskinen, Pat Rozich, and James Tervo.

**OTHERS:** Mike Bach, Dawn Gibson, Leslie Griffith, Sarah Heikkinen, Megan Rooney, Colleen Seaver, Susan Serafini, Crispin Stone, and Angela Cline.

**ABSENT:** Dr. Kathleen Johnson.

Those in attendance stood for the Pledge of Allegiance.

**Approval of Agenda**

**MOTION:** by Mr. Koskinen, seconded by Mr. Eilola, that the Board approves the June 26, 2024 Agenda with no additions, deletions, or amendments, as presented. Motion carried unanimously.

**Approval of the May 29, 2024 Minutes**

**MOTION:** by Mr. Koskinen, seconded by Mr. Eilola, that the Board approves the May 29, 2024 meeting Minutes with no additions, deletions, or amendments, as presented. Motion carried unanimously.

**Treasurer's Report for May 2024**

**MOTION:** by Mr. Eilola, seconded by Mr. Herrala, that checks numbered 71274 to 71518 in the amount of \$1,646,266.86 and Combined Cash Investments Report for May 31, 2024, totaling \$10,847,060.77 are accepted and placed on file. YES: Bourdeau, Britz, Carlson-Lynch, Eckloff, Eilola, Fink, Herrala, 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.

**Corporate Compliance Officer, Crispin Stone** - Corporate Compliance Officer, Crispin Stone, reported to the Board that there have been no corporate compliance issues and the agency is waiting to hear the results of its NorthCare Network audit. The MDHHS certification is coming up and MDHHS will be on site in July for an in-person review. All required items for certification have been submitted to MDHHS. Crispin stated he is working with NorthCare Network's Corporate Compliance Officer, Stacy Coleman, regarding training.

**Autism Program Presentation** – Sarah Heikkinen, Autism Program Manager, and Colleen Seaver, Autism Program Supports Coordinator, presented to the Board. The program currently has 23 children enrolled and consists of a supervisor, two Board Certified Behavior Analysts, a Supports Coordinator, and 3 full-time and 8 part-time Behavior Technicians.

**2024 /2025 County Appropriations Letters** – Mr. Tervo stated a copy of the 2024/2025 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.

**MOTION:** by Mr. Rozich, seconded Ms. Carlson-Lynch, that the Board approves the 2024/2025 County Appropriations letters to be sent to the court clerks in Baraga, Houghton, Keweenaw, and Ontonagon counties, as presented. Motion carried unanimously.

**NorthCare Governing Board Meeting – June 12, 2024** – Mr. Tervo stated the NorthCare CEO Report was provided in the Board packet.

**Great Lakes Rural Mental Health Association (GLRMHA) Conference Update** – Mr. Tervo stated the GLRMHA conference is being held September 8-10, 2024 at the Island Resort & Casino in Harris, MI. NorthCare Network CEO, Megan Rooney, will be presenting and NorthCare Network’s Executive Assistant to the CEO, Sandra Lambert, will present on the Open Meetings Act. There will be pages provided in the conference brochure to submit pre-written questions for the Legislative Roundtable, the CMH Director’s Roundtable, the substance use panel, and the Open Meetings Act presentation.

**Director’s Report:** Mike Bach, Executive Director, presented the Director’s Report.

**FY 2024 New Contract – Abound Rehabilitation Services** – Associate Director, Leslie Griffith, stated there are currently three individuals placed at a downstate AFC and the recommendation from the State of Michigan’s Licensing and Regulatory Affairs (LARA) office is for the AFC’s license to be revoked. Therefore, she had met with Abound Rehabilitation Services and completed application packets for these individuals. The three individuals have been accepted already and another individual from one of CCMHS’ group homes has also been accepted. Their per diems are lower than the current AFC home and they also provide clinical services.

**MOTION:** by Mr. Herrala, seconded by Mr. Eckloff, that the Board approves the new FY 2024 contract with *Abound Rehabilitation Services*, as presented. Motion carried unanimously.

## Updates

**Job Openings Data** - Human Resources Director, Dawn Gibson, stated the agency has filled the part-time position in Maintenance, made nine offers to Direct Care Staff (DCS) for the July training, made an offer for the Community Employment Coordinator position which was declined, and scheduled two interviews for the mental health clinician position in Outpatient. The agency still has openings for a Parent Support Partner, a Peer Support Specialist, a Psychiatric Supports Specialist, and a Training Prevention Specialist for Gogebic County. There will be five full-time DCS openings following the July training. Mike Bach added that the agency now has a full Recipient Rights Office after hiring Recipient Rights Officer, Chris Gelety, and Recipient Rights Office Assistant, Chelsea Jakovic.

**Data on Access Screenings** – Mike reviewed the June Access Review data and stated there were a total of 38 calls, 18 information only calls, 20 access screens completed, 2 calls referred to outside providers, and 18 calls were scheduled for intakes.

**Conflict-Free Access and Planning Update** – Mike provided another overview of Conflict-Free Access and Planning and stated he is asking the Board to approve a resolution opposing MDHHS' proposed restructuring to separate service assessment and planning from service delivery for Medicaid beneficiaries. If approved, a copy of the resolution will be sent to local counties, CMHA, our local State Representative and Senator, and the Governor's office. Mr. Tervo requested that all Board members' names who are present tonight be added to the resolution.

**MOTION:** by Mrs. Fink, seconded by Mr. Herrala, that the Board approves the proposed resolution opposing Conflict-Free Access and Planning with one amendment to add the names of the remaining Board members present, as presented. Motion carried unanimously. YES: Bourdeau, Britz, Carlson-Lynch, Eckloff, Eilola, Fink, Herrala, Koskinen, Rozich, and Tervo.

**Protocall Update** – Mike stated in May the percentage of calls answered under 30 seconds was 90% and there was only one call abandoned after 30 seconds. He will continue to keep the Board updated.

**Performance Review Revision** – Management is working with supervisors to help staff by setting expectations that are clear and will help staff reach their goals, take ownership of their performance, and feel good about it.

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

**Request to Seek Vehicle Bids** – Susan Serafini stated Management is asking permission to request bids to purchase vehicles which will replace current agency vehicles including eight minivans, two lift vans, and one SUV.

**MOTION:** by Mr. Koskinen, seconded by Mr. Eilola, that the Board approves the agency's request to seek vehicle bids to replace eight minivans, two lift vans, and one SUV, as presented. Motion carried unanimously.

**Financial Statements Report for May 2024** - Susan Serafini reviewed the Revenues and Expenditures by funding source report as of May 31, 2024. The agency continues to show a surplus across all funding sources except Healthy Michigan. The savings plan has been submitted to NorthCare and once the cost settlement has been finalized, the agency will receive funds from last year to offset the Healthy Michigan deficit. All other funding sources are doing well. The agency received a \$140,000 performance payment from NorthCare. Susan reviewed the Balance Sheet as of May 31, 2024. The total cash at the end of May 2024 was \$10,847,060.77 which is an increase of \$451,215.82 compared to the end of April 2024 of \$10,395,844.95. The increase is due to receiving the performance payment and MDHHS sent the agency its General Fund payment twice in May. The total net income of all funds through May 2024 is \$1,235,398 compared to April 2024 of \$1,027,819 which is an increase of \$207,579. The General Fund is reporting net income of \$941,443 which is an increase of \$143,391 compared to April 2024 of \$798,052. Susan reviewed the General Fund's Income Statement. The revenues would have a variance of 66.67% to be right on budget and revenues are nearly right on budget. Expenditures are under budget by 3%. The Board thanked Susan for her report.


**Old / New Business**

Mr. Tervo had all Board members introduce themselves to NorthCare Network CEO, Megan Rooney, and stated the *CCMH Wave* and Clubhouse newsletters are awesome. Mr. Rozich suggested Chad Johnson from Clubhouse come to another Board meeting for a Clubhouse update.

**Adjournment**

**MOTION:** by Ms. Carlson-Lynch and adjourned by Chairperson Tervo at 6:00 PM.

Submitted by,

  
James Tervo, Board Chairperson

  
Mike Koskinen, Board Secretary

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