

**COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD**

Wednesday, August 28, 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:** Katie Carlson-Lynch, Randy Eckloff, Gale Eilola, Barry Fink, Dr. Kathleen Johnson, Mike Koskinen, Pat Rozich, and James Tervo.

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

**ABSENT:** Richard Bourdeau, Roy Britz, and Richard Herrala.

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 August 28, 2024 agenda with no additions, deletions, or amendments, as presented. Motion carried unanimously.

**Approval of the June 26, 2024 Minutes**

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

**Treasurer's Report for June and July 2024**

**MOTION:** by Mr. Rozich, seconded by Mr. Eilola, that checks numbered 71519 to 71765 in the amount of \$1,732,629.20 and Combined Cash Investments Report for June 30, 2024 totaling \$10,879,215.63 and checks numbered 71766 to 71989 in the amount of \$1,372,680.11 and Combined Cash Investments Report for July 31, 2024 totaling \$11,307,810.15 are accepted and placed on file. YES: Carlson-Lynch, Eckloff, Eilola, Fink, Johnson, 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.

**NorthCare Governing Board Meeting – August 14, 2024** – Mr. Koskinen stated the Board had elected the same slate of officers at the August 14, 2024 NorthCare Governing Board meeting.

**CMHA 2024 Annual Fall Conference – October 21<sup>st</sup> & 22<sup>nd</sup>, 2024 – Grand Traverse Resort** - Mr. Tervo stated the Community Mental Health Association (CMHA) 2024 Annual Fall Conference is being held on October 21st and 22nd, 2024 at the Grand Traverse Resort. If anyone is interested in attending, they can contact Angela Cline.

**GLRMHA Fall Conference – September 8<sup>th</sup> – 10<sup>th</sup>, 2024 – Island Resort & Casino – Harris, MI** – Mr. Tervo stated the GLRMHA conference is being held at the Island Resort and Casino on September 8<sup>th</sup> – 10<sup>th</sup>, 2024.

Mr. Tervo stated the staff summer social was awesome, and it is nice for staff to get together.

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

**MDHHS CMHSP 2025 Contract** – Mike stated the MDHHS CMHSP agreement is the agency’s General Fund, or non-Medicaid funding to provide services, and is currently \$1,248,000. There is a contract to be signed and a few attachments that were somewhat different this year. CMHA has reviewed the contract and Management is asking for the Board’s approval to sign the contract.

**MOTION:** by Mrs. Fink, seconded by Mr. Eckloff, that the Board approves the *MDHHS CMHSP 2025 contract* in the amount of \$1,248,000, as presented. Motion carried unanimously.

**FY 2024 New Contract – Abound Rehabilitation Services** – Leslie Griffith stated the Board was asked to approve residential rates for three individuals at Abound Rehabilitation Services in June and this new contract is adding clinical services for those three individuals plus a new individual who would like to move into this home. Management has reviewed rates and treatment plans.

**MOTION:** by Ms. Carlson-Lynch, seconded by, Mr. Eilola, that the Board approves the FY 2024 new contract with Abound Rehabilitation Services, as presented. Motion carried unanimously.

**Quality Improvement Committee Report – 3<sup>rd</sup> Quarter FY 2024** – The Board reviewed the Quality Improvement Program Report for the 3<sup>rd</sup> Quarter of FY 2024.

**Recipient Rights Advisory Committee Report – July 9, 2024** – The Board reviewed the Recipient Rights Advisory Committee Report from July 9, 2024. The role of this committee is to support the Office of Recipient Rights and serve as an appeals committee. The new Recipient Rights Officer, Christopher Gelety, is doing well and he and Office Assistant, Chelsea Jakovic, have completed their training and passed.

#### **Rice Memorial Clinic Foundation Board Meeting - August 6, 2024**

Mike Bach stated the Rice Memorial Clinic Foundation Board met on August 6, 2024. The Foundation continues to be very supportive of CCMHS and has recently helped with the group home bathroom renovations. It was discussed at the meeting whether there are other ways the Foundation can be supportive to the community, and one idea is to partner with other Foundations to help. The Board meets again in January 2025.

#### **Updates**

**Job Openings** – Dawn Gibson reported since June 2024, the agency has filled three open clinical positions in Outpatient and are now fully staffed in that department. One secretary has left and an offer was made to a candidate for that position to begin next week. Five new staff attended the Direct Care Staff (DCS) training in July and the next training class begins next week. Nine new staff are anticipated to attend that training. Current openings include eight full-time openings in the group homes and one multi-site opening. The number of openings has decreased from approximately a year ago. Other openings include an ACT Case Manager, a Community Employment Coordinator/Case Manager, a Case Manager and Nurse at the Baraga

County Center, youth and parent peers, a Training Coordinator in Gogebic County through the Institute, and a part-time maintenance position.

**Data on Access Screenings** – Leslie Griffith reviewed July and August access screening data and stated July was the least active month for calls, at 48 calls, since the agency took over access and where the agency was averaging 60+ calls a month. So far in August, the agency has received 45 total calls, 16 information only calls, 29 completed access screenings, 8 callers were referred to outside providers, and 21 callers were scheduled for an intake appointment. Mr. Tervo asked Leslie to thank access staff on behalf of the Board.

**Conflict-Free Access & Planning Update** – The implementation of conflict-free access and planning has been postponed by MDHHS. There was a lot of interest in this matter and many resolutions in opposition to the plan were passed. The CMH's appreciate the support from the counties. One of the items that the Community Mental Health Association (CMHA) and the Frontier and Rural Task Force wanted to work on was a code for providing services that MDHHS required CMH's to note in progress notes every 15 minutes. This has not been eliminated but will be better.

**Three-Year Recertification by MDHHS** – MDHHS was on site a few weeks ago and reviewed a lot of areas under Human Resources. The agency was told verbally by MDHHS that it will be recertified and are currently awaiting the official letter.

**Search for an In-Person Psychiatrist** – Management has interviewed a psychiatrist who has purchased a home in Hancock but is currently living in Boise, Idaho. Management will speak with him next month to see if he is interested in joining CCMHS.

**Proposed Plan to Create One U.P.-wide Community Mental Health Center** – There was a discussion about Senator McBroom's plan which is currently not written or proposed as a law.

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

#### **Vehicle Bid Results – August 2024**

Susan Serafini stated the vehicle bid results were provided in the Board meeting packet to replace nine agency vehicles. The value of the trade-ins will be determined once they receive the new vehicles to trade in. Management recommends Board approval of the low bids from Big Valley Chrysler for eight 2025 Plymouth Voyager vans, vehicles 1-8, in the amount of \$41,442 each, and the low bid from Copper Country Ford for a 2025 Ford Escape, vehicle 9, in the amount of \$26,759.

**MOTION:** by Dr. Johnson, seconded by Mr. Eilola, that the Board approves Management's recommendation to accept the low bids from Big Valley Chrysler for eight 2025 Plymouth Voyager vans, vehicles 1-8, in the amount of \$41,442 each, and the low bid from Copper Country Ford for a 2025 Ford Escape, vehicle 9, in the amount of \$26,759, as presented. Motion carried unanimously.

#### **General Fund 236 Transfer**

Susan Serafini stated when a CMH has a General Fund surplus, they can transfer funds to a CMH that has a deficit in their General fund. Hiawatha Behavioral Health reached out to the agency and MDHHS sent a letter to us on August 8, 2024 stating that the deadline for the transfer was August 15, 2024. A letter was sent to MDHHS asking if they approve the transfer of \$75,000 to Hiawatha Behavioral Health but have not received a

confirmation letter back. This transfer of funds still allows plenty of General Fund to pay the Sheriff's Departments for transports and for CCMHS to provide services.

**MOTION:** by Mr. Rozich, seconded by Ms. Carlson-Lynch, that the Board approves the General Fund 236 transfer of \$75,000 to Hiawatha Behavioral Health, as presented. Motion carried unanimously.

### Financial Statements for June & July 2024

Susan Serafini reviewed Revenues and Expenditures by funding source as of July 31, 2024 and stated the agency finalized its FY23 cost settlement with NorthCare. There was \$626,000 in Medicaid savings and \$888,000 in Healthy Michigan savings from last year, which is now reflected in this report. There is a surplus in Medicaid of \$1,190,195.15 and \$584,567.50 in Healthy Michigan. The General Fund and Local funds are doing very well this year. Susan Serafini reviewed the Balance Sheet as of July 31, 2024. The total cash at the end of July 2024 was \$11,307,810.15, which is an increase of \$428,594.52 compared to the end of June 2024 of \$10,879,215.63. Total Net income for all funds at the end of July was \$1,622,291, an increase of \$ 146,738 from June. General Fund is reporting net income of \$ 1,266,360 compared to \$ 1,013,649 in June. All other internal service funds are reporting a net income. Susan Serafini reviewed the General Fund's Income Statement. There is a variance of 83.33% to be right on budget and revenues are nearly on budget. Expenditures are 5.5% under budget. Angela Cline will be scheduling a Finance Committee prior to the September Board meeting to review budgets. Susan stated the agency received its acceptance letter from MDHHS stating that the FY 2022 compliance audit was accepted. The Board thanked Susan for her report.


### Old / New Business

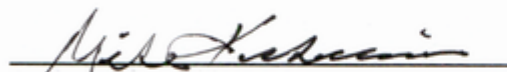
There was no old or new business to note.

### Adjournment

**MOTION:** by Ms. Carlson-Lynch, seconded by Dr. Johnson, that the meeting adjourn. The meeting adjourned at 5:48 PM.

Submitted by,

  
James Tervo, Board Chairperson

  
Mike Koskinen, Board Secretary

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