

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, January 29, 2025 4:00 PM

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

MINUTES

CALL TO ORDER: The meeting was called to order at 4:00 PM.

PRESENT: Richard Bourdeau, 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; Taryn Mason, Susan Serafini, and Angela Cline.

ABSENT: Roy Britz and Linda Pelli.

Those in attendance stood for the Pledge of Allegiance.

Approval of Agenda

MOTION: by Ms. Carlson-Lynch, seconded by Mr. Rozich, that the agenda be approved with the addition of one item to discuss a switch in prescription coverage, as presented. Motion carried unanimously.

Approval of Minutes of December 11, 2024 Meeting Minutes

MOTION: by Mr. Koskinen, seconded by Mr. Eckloff, that the Minutes of the December 11, 2024 meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for November & December 2024

MOTION: by Mr. Eilola, seconded by Mrs. Fink, that checks numbered 72780 to 773053 in the amount of \$1,821,282.79 and Combined Cash Investments Report for November 30, 2024 totaling \$10,826,032.07 and that checks numbered 73054 to 73233 in the amount of \$1,451,535.85 and Combined Cash Investments Report for December 31, 2024 totaling \$11,253,793.02 are accepted and placed on file. YES: Bourdeau, Carlson-Lynch, Eckloff, Eilola, Fink, Herrala, Koskinen, Rozich, and Tervo.

Comments from the Public

There was no public in attendance.

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

Great Lakes Rural Mental Health Association Conference Update – Mr. Tervo stated he and the GLRMHA Executive Committee met yesterday and the 2025 GLRMHA Conference will be held at the Island Resort & Casino in their new conference center. Directors from Region 2 will be invited, as well as MDHHS. The plan is to speak with CMHA Associate Director, Alan Bolter, about who would be best to represent MDHHS depending on the topic that we want MDHHS to present on. The committee also put together a list of questions for them. The presentation agenda is already filled up and should be a good conference. It will be held

September 7th-9th, 2025. Mr. Tervo stated he has talked with State Representative Markkanen to see if the Legislators would be willing to come Monday morning, rather than Sunday evening and he will get back to us.

Mr. Tervo stated the following Board members are up for reappointment of another term to the CCMHS Board; Katie Carlson-Lynch, Richard Bourdeau, Randy Eckloff, and Roy Britz. Ms. Carlson-Lynch stated she has already sent in her letter of intent to serve another term to the Ontonagon County Clerk and Mr. Eckloff stated he has already been reappointed by the Keweenaw County Board of Commissioners.

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

Taryn Mason, The Institute Director, Presentation – Taryn Mason, the Institute Director, presented to the Board regarding *The Hope Survey* by the Building a Resilient Copper Country (BARCC), as well as the survey results, which are non-scientific. CCMHS participates through The Institute. The survey was posted on Facebook and a link was provided to staff and those receiving services from the agencies involved in BARCC. Most people who completed the survey had, or know of someone who has, a mental illness or addiction issue. A total of 892 individuals completed the survey. BARCC would like to do more community education and awareness campaigns as well as expanding access to treatment, be able to establish peer support programs, job support, community-based programs, and support programs for loved ones. BARCC is also looking to do the survey again and would like to see if Copper Shores would help them to do a scientific survey. Their next goal is to start working on awareness campaigns.

Quality Improvement Program Report – 1st Quarter FY 2025 – Mike Bach presented the Quality Improvement Program Report for the 1st Quarter of FY 2025 and stated as soon as a possible concern is identified, the agency will ensure someone is looking into it and the QI committee will follow-up on it.

FY 2024 Annual Report – Leslie Griffith presented the FY 2024 Annual Report and stated the report includes some numbers from access and was one of the big highlights in the report. Sue Turner was asked to write an article on the history of the agency's group homes after she retired so the agency will not lose that history. There are also articles written about the agency's children's programs.

FY 2024 Customer Satisfaction Survey Report – Mike Bach presented the FY 2024 Customer Satisfaction Survey Report and reported that the overall customer satisfaction rate for FY 2024 was 96% which is down from 97.3% in FY 2023. The overall satisfaction rate from the recovery survey is 88%, which is the highest it has ever been, versus 76.1% last year. NorthCare is also looking for ways to increase the number of completed and returned surveys.

Recipient Rights Annual Report 2024 – Mike Bach presented the Recipient Rights Annual Report 2024. There were a total of 106 complaints resulting in 94 allegations. There were 87 investigations, and 7 interventions, completed with a total of 43 being substantiated. There were no appeals.

Recipient Rights Advisory Committee Meeting Report – January 7, 2025 – Mike Bach stated the role of the Recipient Rights Advisory Committee is to support the Office of Recipient Rights and serve as an appeals committee, if needed. The committee reviews data and provides input. If there are any recommendations, the Recipient Rights Officer is encouraged to inform Management of those recommendations. There were no questions or comments regarding the report.

Policy & Procedure

Employers in Michigan are required to offer staff one hour of leave for every 30 hours worked. Also, there will be no cap on the amount of leave time under this Act. We are proposing changes to the Combined and Sick Leave Policies to meet these new requirements. By applying the leave time earned under Combined and Sick Leave, the accrual rate will be met. This will apply to Non-Bargaining Unit Staff.

Combined Leave (REVISED) – The *Combined Leave* policy was revised to reflect that full-time staff will continue to earn 1.5 hours for 80 hours worked. Irregular part-time staff will continue to accrue 1.5 hours for every 40 hours worked. The agency can limit the number of hours that can be used in a year, which will be 120 hours of combined leave.

Sick Leave (REVISED) – The *Sick Leave* policy was revised to reflect that full-time staff will continue to earn 1.5 hours for every 80 hours worked. The agency can limit the number of hours that can be used in a year, which will be 240 hours of sick leave.

These new leave requirements will be addressed for Union staff at their negotiations this fall.

MOTION: by Ms. Carlson-Lynch, seconded by Mr. Koskinen, that the Board approves revised policies, *Combine Leave* and *Sick Leave*, as presented. Motion carried unanimously.

Switch Prescription Coverage to BCBS/BCN

Mike Bach stated the agency's current prescription coverage provider, ARORx has been able to help staff save on prescriptions by obtaining the medications internationally as well as through Patient Assistance Programs. Some companies are getting rid of the Patient Assistance Programs which faced the agency to make a decision about whether or not to change the prescription coverage. Management discussed this with Acrisure and decided to switch coverage to Blue Cross Blue Shield/Blue Care Network. A cost analysis was done and it will be about the same. This may require some staff to pay a copay again for certain medications.

MOTION: by Mr. Rozich, seconded by Mr. Herrala, that the Board approves Management's decision to switch prescription coverage from ARORx to Blue Cross Blue Shield/Blue Care Network, as presented. Motion carried unanimously.

Updates

Job Openings - Dawn Gibson reported the current Billing Specialist is retiring and the replacement is starting next week. A Case Manager position opened in Ontonagon and was filled by an internal candidate which has created another opening in Ontonagon. A receptionist at the Rice Center is retiring next month and another internal candidate has been hired for that position which will leave an opening in the Outpatient Department. The full-time maintenance worker position was offered to a Direct Care Staff (DCS), who accepted, which will also create an opening for DCS. There is an opening for a Case Manager in Baraga, a County Administrative Assistant in Ontonagon, a Parent Support Partner, a nurse in Houghton, and a secretarial position in Outpatient. There are six new staff in the training for DCS and the Autism (ABA) Program and since May 2024, the agency has been recruiting between 8 to 13 full-time DCS.

Access & Multi-Day Hospital Stays – Leslie Griffith reviewed *Access Review* for the 1st Quarter of FY25 and stated October was extremely busy for access while December was very quiet. Leslie reviewed *Multi-Day*

Hospital Stays for the 1st Quarter of FY25 and stated the main reason for length of stay was no beds. There were only four individuals in the ER for more than two days during this quarter.

Committee Spreadsheet – Mike stated he wanted to know the purpose of every agency committee and what they are required to do and would then decide to eliminate or improve them. The committee spreadsheet includes the committee charge and their founding documents.

Contract Negotiations Stalemate (Lawsuit) Between MDHHS & PIHPs – NorthCare Network’s CEO stated the Attorney General has until February 7, 2025 to respond to the PIHPs’ complaint.

Conflict-Free Access & Planning (CFAP) Update – Mike stated CMHs can get a rural exemption but should not have to since there is no problem for getting assessments and receiving services at the same CMH. A training is being created for Director’s about the reason for and history of CFAP, legal maneuvers, etc.

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

Susan Serafini stated Anderson, Tackman & Co., PLC completed the agency’s financial and compliance audit and the numbers are final but it will be awhile before the report is available. The numbers do not reflect any savings from FY 2024. Susan reviewed the Revenues and Expenditures by funding source report as of December 31, 2024. There is approximately \$1,800,000 in Medicaid and Healthy Michigan savings for FY24 that will be cost settled in FY25. There is \$54,000 in General Fund carryforward that the agency will be able to bring back to its savings. All other funding sources are running at a surplus except for Healthy Michigan. Susan reviewed the Balance Sheet as of December 31, 2024. The total cash at the end of December 2024 was \$11,253,793.02, which is an increase of \$427,760.95 compared to the end of November 2024 of \$10,826,032.07. This is partly due to the small increases in Medicaid funding. The total net income of all funds through December 2024 is \$422,315 compared to November 2024 of \$303,369 which is an increase of \$118,946. The General Fund is reporting net income of \$322,826 which is an increase of \$72,454 compared to November 2024 of \$250,372. All other internal service funds are reporting income. Susan reviewed the General Fund’s Income Statement. The revenues would have a variance of 25% to be right on budget. Revenues are slightly ahead of budget as interest rates continue to remain high. The Rice Memorial Clinic Foundation made a large contribution to the agency in November. Expenditures are under budget by 1.25%. Adult Community Inpatient is under budget as well as Contract Residential. The agency’s Placement Committee works hard to move individuals back to our area and others to specialized residential placements who are less expensive and better providers.

Building & Grounds Committee Meeting Report – January 29, 2025

Mr. Koskinen presented the Building and Grounds Committee meeting report and stated the committee reviewed a list of FY 2025 maintenance projects for group homes and office buildings. The total estimate of all maintenance projects is \$227,000. The Building and Grounds committee recommends to the full Board to approve the FY 2025 maintenance projects.

MOTION: by Mr. Herrala, seconded by Mr. Bourdeau, that the Board accepts the recommendation of the Building and Grounds committee to approve the FY 2025 maintenance projects for office buildings and group homes in the amount of \$227,000, as presented. Motion carried unanimously.

Executive Committee Meeting Report – January 29, 2025

Mr. Rozich, Committee Chairperson, presented the Executive Committee meeting report and stated the Executive Committee met to discuss the agenda item, *One-Time Pay Adjustment FY 2024*. Excess funds are available and Management has proposed using those funds to provide a one-time pay adjustment to all staff working at the time of the payout, both union and non-union, following the Anderson, Tackman, & Co., PLC financial audit and closing. There are a total of 223 employees that will receive the pay adjustment. Mr. Rozich stated the Executive Committee recommends to the full Board the approval of the One-Time Pay Adjustment for FY 2024.

MOTION: by Mr. Herrala, seconded by Mr. Eilola, that the Board accepts the recommendation of the Executive Committee to approve a One-Time Pay Adjustment for FY 2024 to all Agency staff working at the time of the payout, both union and non-union, following the Anderson, Tackman, & Co., PLC financial audit and closing, as presented. Motion carried unanimously.

Old / New Business

Mrs. Fink noted that the OMB Memo was rescinded this afternoon.

Adjournment

MOTION: by Ms. Carlson-Lynch, seconded by Mr. Rozich that the meeting adjourn. The meeting was adjourned at 5:21 PM.

Submitted by,



James Tervo, Board Chairperson



Michael Koskinen, Board Secretary