

**MINUTES OF THE BOARD**  
**September 17, 2020, 4pm**  
**North Country Community Mental Health**  
**Telephone and Video-Conference Meeting**

**BOARD MEMBERS PRESENT:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess, Louis Scholl (arrived 4:23pm)

**BOARD MEMBERS ABSENT:** Robert Boyd

**STAFF:** Christine Gebhard, Kevin Hartley, Brian Babbitt, Amy Christie, Theresa Thompson, Lorraine Manary

**GUESTS:** None

Mr. Ginop called the meeting to order at 4:00 p.m.

**ROLL CALL**

Mr. Ginop welcomed Board members and staff to the meeting. A roll call was taken and quorum present.

**PUBLIC COMMENT:** None

**CONSENT AGENDA**

The consent agenda includes the agenda overview, minutes of the previous meeting and contracts signed in the past month.

**MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED BY CAROLINE LOPER, SUPPORT BY AUGUSTA STRATZ.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess

**NAYS:** None

**MOTION CARRIED.**

**COMMITTEE RECOMMENDATIONS – BOARD ACTION\***

**Personnel Committee Report:** Ms. Cox reviewed three items presented to the committee.  
**Classification and salary scale change:** A request was made to move nurses from Classification 5 to Classification 4 based on workforce demand and the difficulty in hiring and

retaining nursing staff. The Personnel Committee recommends adopting this change effective with the next pay period.

**MOTION TO APPROVE THE COMMITTEES RECOMMENDATION TO CHANGE THE CLASSIFICATION FOR NURSES FROM CLASS 5 TO CLASS 4, BY PATTY COX, SUPPORT BY CHRISTIAN MARCUS.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess

**NAYS:** None

**MOTION CARRIED.**

**Longevity:** A revision was presented to the Longevity Policy for non-union employees to align it with the union's longevity at 2% after 8 years and 4% after 12 years. The Personnel Committee recommends adopting this change effective October 1, 2020.

**MOTION TO APPROVE REVISIONS TO THE NON-UNION LONGEVITY POLICY AS PRESENTED EFFECTIVE OCTOBER 1, 2020, BY PATTY COX, SUPPORT BY KARLA SHERMAN.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess

**NAYS:** None

**MOTION CARRIED.**

**Referral Policy:** A proposed policy to reward employees for referring a successful applicant for employment was presented. The referring employee will receive \$500 when the new employee receives a successful six-month performance review. The Personnel Committee recommends adopting the policy.

**MOTION TO APPROVE THE COMMITTEES RECOMMENDATION TO IMPLEMENT THE NEW EMPLOYEE REFERRAL POLICY AS PRESENTED, BY PATTY COX, SUPPORT BY DAVID WHITE.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess

**NAYS:** None

**MOTION CARRIED.**

**Finance Committee Report:** Mr. Marcus reviewed the minutes of the finance committee meeting. This included the Statement of Cash on Deposit, Interim Financial Statements, and Revenue by Fund Source. Statement of Net Position as of July 31, 2020: Total assets \$15,268,142; Total liabilities \$10,599,334; Total Net Position \$4,668,808. Total Operating Revenue \$41,328,861; Total Operating Expenses of \$40,080,931; Projected increase in Net Position of \$956,181. Net position is \$705,690 above budget.

Medicaid (including Autism): North Country capitation revenue payments received through the month of July were \$38,460,818 (\$1,355,111 over projection); expenditures were \$35,525,758, resulting in a Medicaid surplus of \$2,935,060.

Healthy Michigan Plan: North Country capitation revenue payments received through July 31 were \$3,638,379 (\$238,662 over projection). Expenditures were \$2,697,621 resulting in an HMP surplus of \$940,758.

General Fund: State General Fund revenue received through July was \$1,695,135. Expenditures were \$1,031,712 and (\$4,096) redirected resulting in a surplus of \$659,327.

**The report will be placed on file for audit.**

***Crisis Planning Consultant:*** Mr. Marcus described the RFP for a Community Behavioral Health Crisis Services Consultant to complete a comprehensive assessment of community stakeholder engagement; demand and availability of behavioral health crisis services; gaps in behavioral health crisis services; and design of a regional community continuum of behavioral health crisis services. McLaren Northern Michigan has agreed to contribute toward this, Munson Hospital Charlevoix has not yet confirmed. The Finance Committee is recommending board approval.

**MOTION TO APPROVE THE COMMITTEE’S RECOMMENDATION TO FUND THE COMMUNITY BEHAVIORAL HEALTH CRISIS SERVICES CONSULTANT PROPOSAL WITH NCCMH PORTION OF A RESULTING CONTRACT NOT TO EXCEED \$60,000 BY CHRISTIAN MARCUS, SUPPORT BY DAVID WHITE.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess, Louis Scholl

**NAYS:** None

**MOTION CARRIED.**

***Charlevoix Roof Replacement:*** Mr. Marcus described the need for a new roof on the Charlevoix office building. Only one bid was received from MBRoofing. The Finance Committee is recommending board approval.

**MOTION TO APPROVE THE COMMITTEE’S RECOMMENDATION FOR REPAIRS TO THE CHARLEVOIX OFFICE ROOF NOT TO EXCEED \$32,098.82 BY CHRISTIAN MARCUS, SUPPORT BY LOUIS SCHOLL.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess, Louis Scholl

**NAYS:** None

**MOTION CARRIED.**

**ACTION ITEM(S) WITHOUT COMMITTEE REVIEW:** None

**PRESENTATION: FY21 Preliminary Budget**

Mr. Hartley provided an overview of the preliminary FY21 budget. Budget assumptions included: a 2.5% increase in Medicaid/HMP capitated revenue; a \$50,000 increase in State General Funds; all other revenue kept consistent to FY20; operating expenses increased 2.5% over FY20; no behavioral health home estimates included as rollout is expected to begin slowly. NCCMH has a balanced budget with an estimated net increase of \$1,635,551.

Mr. Hartley also provided highlights on budget operating revenue and expenses, and administrative contracts greater than \$10,000.

**MOTION TO APPROVE THE FINANCE COMMITTEES RECOMMENDATION TO ACCEPT THE FY21 PRELIMINARY BUDGET AS PRESENTED, BY KARLA SHERMAN, SUPPORT BY LOUIS SCHOLL.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess, Louis Scholl

**NAYS:** None

**MOTION CARRIED.**

**CHIEF EXECUTIVE OFFICER’S REPORT/COMMUNICATIONS**

Ms. Gebhard referenced a number of items in her CEO report.

Listening Ear closed a home in Rapid City requiring placement of six clients in homes with existing vacancies.

Ms. Gebhard provided highlights from the CMHA Policy and Legislation Committee meeting. The FY21 deficit is still up in the air; estimated at \$1.7B Behavioral Health is not expecting any cuts or increase. Pending legislation includes the Crisis Stabilization Units, and Psychiatric Residential treatment Facilities (PRTF), among many others. It’s unclear what will be prioritized for the remaining session and/or Lame Duck. The Centers for Medicare & Medicaid Services (CMS) approved the Behavioral Health Expansion.

Ms. Gebhard shared a number of items happening within the agency, i.e. the New Horizons Clubhouse newsletter; a copy of the auction site used to sell off unused furniture and bringing income to the Client Special Needs Fund; a poster for upcoming “Do It For Daniel” presentation; a wellness activity “Getting to know you” which encourages staff to connect with some they don’t know submission and also supports the Client Special Needs Fund; and staff member notes thanking the board for supporting the \$500 Resilience Recognition Award.

Of special note was the Crain’s Report of Sept. 13, in which the CEO of Priority Health suggests that State’s take-back of \$35M from Medicaid Health Plans to help with the budget crisis be continued into FY21.

**QUALITY IMPROVEMENT UPDATE**

There was no update this month.

**NORTHERN MICHIGAN REGIONAL ENTITY**

The NMRE met at Treetops Resort which accommodated the group with adequate social distancing. The NMRE FY21 Proposed Budget was presented and approved.

**OLD BUSINESS**

Ms. Gebhard provided an update on NCCMH's response to the COVID pandemic. All NCCMH furloughed staff have been recalled. Day Programs are providing services in the community and limited facility-based services.

**NEW BUSINESS**

**Board Retreat:** There was consensus to follow the tradition of holding the Board Retreat on November 19 with the Board meeting at 10:00 am and retreat from 11:00 am – 3:00 PM. A portion of the retreat will focus on the Behavioral Health Home Model.

**MDHHS/CMHSP FY21 Grant:** The MDHHS/CMHSP FY21 Grant/Contract was presented. There are no material changes since the FY20 Amendment #1, except a slight increase in funding allocation.

**MOTION BY LOUIS SCHOLL, SUPPORT BY KARLA SHERMAN, TO APPROVE THE FY21 MDHHS/CMHSP GRANT AGREEMENT.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess, Louis Scholl

**NAYS:** None

**MOTION CARRIED.**

**NMRE Contract Amendment A:** Ms. Gebhard presented the three-month amendment which provides funding for the Behavioral Health Home (BHH) model to support the administrative efforts to improve care coordination and health outcomes for the defined population.

**MOTION BY KARLA SHERMAN, SUPPORT BY LOUIS SCHOLL TO APPROVE THE NMRE AMENDMENT A AS PRESENTED.**

**ROLL CALL VOTE:**

**AYES:** Ed Ginop, Sr. Augusta Stratz, Karla Sherman, Michael Newman, Ron Iseler, Robert Draves, David White, Patty Cox, Paul Liss, Christian Marcus, Caroline Loper, Dennis Priess, Louis Scholl

**NAYS:** None

**MOTION CARRIED.**

**BOARD & STAFF COMMENTS**

Mr. Scholl mentioned his wife volunteers at a food pantry, and he will have her ask if they could use any of the furniture items NCCMH no longer needs.

Lorraine Manary added her thanks to the board for approving the resilience payment to staff.

**ADJOURNMENT**

**There being no further business to come before the board, the meeting was adjourned at 5:15 p.m. by Board Chair, Ed Ginop.**



Edward H. Ginop

Edward Ginop, Board Chair