

MINUTES OF THE BOARD
March 18, 2021, 4pm
North Country Community Mental Health
Zoom Meeting



BOARD MEMBERS PRESENT:

Michael Newman, attending virtually from Cheboygan MI; Ron Iseler, attending virtually from Gaylord MI; David White, attending virtually from Resort Township MI; Katina Banko, attending virtually from Kalkaska MI; Paul Liss, attending virtually from Vanderbilt MI; Robert Draves attending virtually from East Jordan MI; Christian Marcus attending virtually from Elmira MI; Robert Boyd, attending virtually from Cheboygan MI; Louis Scholl, attending virtually from Mancelona MI; Caroline Loper, attending virtually from Central Lake MI; Karla Sherman, attending virtually from Petoskey MI; Ed Ginop, attending virtually from Cheboygan MI.

All members attending virtually are doing so due to MDHHS Epidemic Order.

BOARD MEMBERS ABSENT: St. Augusta Stratz, Dennis Priess

STAFF: Christine Gebhard, Brian Babbitt, Amy Christie, Kevin Hartley, Joe Balberde, Lorraine Manary

GUESTS: Chip Johnston, Executive Director, Centra Wellness Network

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, privileging recommendations and contracts signed in the past month.

MOTION BY LOUIS SCHOLL TO ACCEPT THE CONSENT AGENDA AS PRESENTED, SUPPORT BY ROBERT BOYD.

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None **MOTION CARRIED.**

COMMITTEE RECOMMENDATIONS – BOARD ACTION*

Finance Committee Report: Mr. Marcus reviewed the minutes of the March 18, 2021 finance committee meeting, including the statement of cash on hand, check register, and interim financial statements. The committee will make a recommendation on a cost-of-living adjustment.

MOTION BY CHRISTIAN MARCUS TO APPROVE PLACING THE JANUARY 31, 2021 FINANCIAL STATEMENTS ON FILE FOR AUDIT, SUPPORT BY LOUIS SCHOLL.

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None **MOTION CARRIED.**

The report will be placed on file for audit.

Cost of Living Adjustment: Mr. Ginop reviewed the recommended Cost of Living Adjustment (COLA) presented to the Finance Committee. The Finance Committee recommends the board approve a 2% cost of living increase to be effective April 3, 2021.

MOTION BY CHRISTIAN MARCUS TO APPROVE THE PROPOSED 2% COST OF LIVING ADJUSTMENT EFFECTIVE APRIL 3, 2021, SUPPORT BY ROBERT BOYD.

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None **MOTION CARRIED.**

Executive Committee Report: Ms. Sherman reviewed the minutes of the March 15, 2021 Executive Committee meeting. The committee is recommending the board approve the NMRE/NCCMH Network Provider Agreement for FY2021.

MOTION BY KARLA SHERMAN TO APPROVE THE FY21 NMRE/NCCMH NETWORK PROVIDER AGREEMENT, SUPPORT BY CHRISTIAN MARCUS.

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None **MOTION CARRIED.**

Personnel Committee Report: Mr. Liss reviewed the minutes of the March 10, 2021 personnel committee meeting. This included the new Progressive Discipline Policy, Executive Authority Succession Policy, and a review of the evaluation of the Chief Executive Officer.

MOTION BY PAUL LISS TO ADOPT THE PROGRESSIVE DISCIPLINE POLICY EFFECTIVE APRIL 1, 2021, SUPPORT BY ROBERT DRAVES.

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None **MOTION CARRIED.**

MOTION BY PAUL LISS TO ADOPT THE EXECUTIVE AUTHORITY SUCCESSION POLICY EFFECTIVE APRIL 1, 2021, SUPPORT BY LOUIS SCHOLL .

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None

MOTION CARRIED.

MOTION BY PAUL LISS TO ACCEPT THE EXECUTIVE DIRECTOR EVALUATION, SUPPORT BY ROBERT BOYD.

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None

MOTION CARRIED.

ACTION ITEM(S) WITHOUT COMMITTEE REVIEW*

Provider Network Adequacy Policy. This policy ensures that all covered services are available and accessible to eligible enrollees.

MOTION BY PAUL LISS TO ADOPT THE PROVIDER NETWORK ADEQUACY POLICY EFFECTIVE APRIL 1, 2021, SUPPORT BY LOUIS SCHOLL .

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None

MOTION CARRIED.

PRESENTATIONS

Section 928 Local Match Drawdown

Mr. Johnston provided the board some history on Section 928 and the local match phaseout, PA166 of 2020. He explained the strategy Centra Wellness is taking as the legislature works on its FY22 budget.

Meeting the Challenges of a Remote Workforce

Mr. Balberde thanked the board for their foresight in approving technology upgrades over the past few years. He provided an overview of the various steps taken as NCCMH moved quickly to a remote workforce. Billing codes were quickly updated to accommodate telehealth options, which had not been available prior to the pandemic. Our infrastructure was well prepared for this move, the agency has already implemented electronic health records, utilized Office 365, and had strong security in place. NCCMH was also prepared with equipment such as Microsoft Surfaces and smart phones, but additional pieces needed to be put into place to accommodate home offices. Mr. Balberde explained the various levels and avenues for connectivity and how issues were addressed. Staff quickly pivoted to using new software and tools such as SharePoint and Zoom. These changes effected all staff and caused changes to the way we work. Supervision and communication between staff increased leading to more standardization between offices. When surveyed, staff overwhelmingly agreed that there were many benefits to using telehealth. These include an increased ability to reach clients, provided the opportunity to see more clients, decreased geographic barriers and provided for a more efficient workflow.

CHIEF EXECUTIVE OFFICER'S REPORT/COMMUNICATIONS

Ms. Gebhard began by sharing a letter, not included in the packet, from representative Ken Borton requesting information on Autism services. Mr. Borton is interested in advocacy around Autism services. Ms. Gebhard also noted a letter on H2015; making billing more cumbersome for residential providers. Ms. Gebhard drew the boards attention to the announcement of Representative Sue Allor being awarded the "Go to Bat" award by the CMHA, noting she had been a past NCCMH board member. She also pointed out additional information on SUD services provided by Sarah Sircely as follow up to her presentation last month.

QUALITY IMPROVEMENT UPDATE

Ms. Christie reported on the recent consumer council meeting which reviewed the satisfaction survey which will be sent from the NMRE to adult and child clients or their guardian. There are a number of changes to the survey process this year to make it easier, including using only one survey tool for all services. The survey will be conducted during a three-week period in early April and is reduced to twenty questions. Clients will have the ability to complete the survey electronically or in print. Ms. Christie will share survey results when ready. Ms. Christie also provided a Lean update. The Lean Champion Team has recommended two topics to the Executive Team for process improvement.

NORTHERN MICHIGAN REGIONAL ENTITY

The Operations Committee minutes of 2/16/21 were shared in the board packet. Primary discussion at the most recent board meeting focused on Section 928. NMRE Board minutes for February were not available.

OLD BUSINESS

Covid Update

Ms. Gebhard advised the Board that outpatient program staff (therapists, nurses, physicians) will return to working from the office on April 19. Community-based service workers will continue to work from home and in the community. Clients are given the choice for in-person services or videoconference or telephone provided the service can be provided safely, i.e., both parties wearing face masks and with 6-foot distance.

NEW BUSINESS

Continuing Education for Board Members

Ms. Gebhard asked if board members would like to meet for additional education on CMH services and Board responsibilities. Mr. Marcus and Ms. Banko expressed interest.

Nominating Committee

Mr. Ginop named Robert Boyd, David White, Robert Draves, Ron Iseler, Caroline Loper and Katina Banko to the nominating committee. This committee will bring recommendations to the April meeting on Board Officers for the coming year.

CMHAM Board Nomination Roster

The CMHA has withdrawn this request. No action is needed at this time.

Resolution – No Hit Zone

Ms. Gebhard presented a No-Hit Resolution requested by Traverse Bay Children’s Advocacy Center. Mr. Marcus didn’t see the need for the resolution. Ms. Sherman stated that this is already the agency’s culture. Others agreed. No motion was made.

Resolution – Louis Scholl

Mr. Marcus read a resolution honoring Louis Scholl and his commitment to the NCCMH Board over the past twenty-five years. Board members thanked Mr. Scholl for his time and energy.

MOTION BY ED GINOP TO APPROVE THE RESOLUTION IN HONOR OF LOUIS SCHOLL, SUPPORT BY ROBERT BOYD.

ROLL CALL VOTE:

AYES: Karla Sherman, Michael Newman, Ron Iseler, David White, Robert Draves, Paul Liss, Katina Banko, Robert Boyd, Christian Marcus, Louis Scholl, Caroline Loper, Ed Ginop

NAYS: None **MOTION CARRIED.**

BOARD & STAFF COMMENTS

Mr. White mentioned that the Emmet County Board of Commissioners would be voting on Ms. Sherman’s reappointment to the NCCMH Board; he will make the motion.

Mr. Scholl thanked the board for their kind words and offered to have his band play at future NCCMH events.

Mr. Iseler inquired if the next board meeting would be virtual or in person. Ms. Gebhard responded that it may depend on what the Governor and local counties do regarding emergency orders, but the board should plan to meet in person.

Ms. Manary noted that polo shirts for Board members will be ordered next week; still time to request one.

Ms. Manary thanked the board for approving the COLA.

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned at 5:38 p.m. by Board Chair, Ed Ginop.


Edward Ginop, Board Chair

