



**MINUTES OF THE BOARD**  
**November 19, 2020, 4pm**  
**North Country Community Mental Health**  
**Zoom Meeting**

**BOARD MEMBERS PRESENT:**

Ed Ginop; Sr. Augusta Stratz; Karla Sherman, attending virtually from Petoskey MI; Michael Newman, attending virtually from Cheboygan MI; Ron Iseler, attending virtually from Gaylord; David White, attending virtually from Resort Township MI; Patty Cox, attending virtually from Kalkaska MI; Paul Liss, attending virtually from Vanderbilt MI; Caroline Loper, attending virtually from Central Lake MI; Dennis Priess, attending virtually from Charlevoix MI; Louis Scholl, attending virtually from Mancelona MI; Robert Draves arrived at 4:15 and attended virtually from East Jordan MI; Christian Marcus arrived at 4:15 and attended virtually from Elmira MI; Robert Boyd, attended virtually from Cheboygan MI and left the meeting at 5pm.

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

**BOARD MEMBERS ABSENT:** None

**STAFF:** Christine Gebhard, Kevin Hartley, Brian Babbitt, Amy Christie, Cab Behan Harvey, Lorraine Manary

**GUESTS:** None

Mr. Ginop called the meeting to order at 4:02 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 TO ACCEPT THE CONSENT AGENDA AS PRESENTED BY DAVID WHITE, SUPPORT BY ROBERT BOYD.**

**ROLL CALL VOTE:**

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

**NAYS:** None

**MOTION CARRIED.**

**COMMITTEE RECOMMENDATIONS – BOARD ACTION\***

**Personnel Committee Report:** Ms. Cox reviewed the minutes of the personnel committee meeting. The committee is recommending approval of the Relias Proposal for online learning. The proposal was moved to the Finance Committee for further review.

**Program Committee Report:** Mr. White reviewed the minutes of the program committee meeting. The committee reviewed two new policies; Level of Care Utilization Systems and Functional Assessments Policy, and the Behavioral Health Home Policy. The committee recommends the board approve both. The committee also heard presentations on the Telehealth Survey by clients and staff; and restructuring the Emergency Services System. Both were very informative.

**MOTION BY DAVID WHITE TO APPROVE THE LEVEL OF CARE UTILIZATION SYSTEMS AND FUNCTIONAL ASSESSMENTS POLICY AS PRESENTED, SUPPORT BY ROBERT BOYD.**

**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, Robert Boyd

**NAYS:** None

**MOTION CARRIED.**

**MOTION BY DAVID WHITE TO APPROVE THE BEHAVIORAL HEALTH HOME POLICY AS PRESENTED, SUPPORT BY SR. 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, Louis Scholl, Robert Boyd

**NAYS:** None

**MOTION CARRIED.**

**Finance Committee Report:** Mr. Liss reviewed the minutes of the finance committee meeting. This included the Statement of Cash on Deposit, Interim Financial Statements, and Revenue by Fund Source for both August and September 2020. Statement of Net Position as of August 31, 2020 and September 30, 2020. Trending data and year end expectations were shared and the NMRE Funding report was reviewed.

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

The finance committee reviewed a Fleet Management proposal. Only one bid was received; we did not have the minimum number of vehicles required by other vendors. The finance committee recommends the board approve contracting with Enterprise for this service.

**MOTION BY PAUL LISS TO APPROVE CONTRACTING WITH ENTERPRISE FOR FLEET MANAGEMENT, SUPPORT BY PATTY COX.**

**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, Robert Boyd

**NAYS:** None                    **MOTION CARRIED.**

The committee heard an update on the Behavioral Health Crisis Services Consultant RFP. TDB Solutions was awarded the contract. Northern Lakes CMHA is contributing \$15,000, and Munson and McLaren Hospitals contributing \$10,000 each. NCCMH will cover the remaining \$24,395.

The committee reviewed a proposal to move to Relias for online learning and recommends it for board approval. Relias provides more current course content and CEU's for professional staff that require them. The program allows us to track training for all staff. Online training reduces travel expense and time away from job duties. The first-year cost is \$14,791.57 and \$3000 for a one-time setup fee.

**MOTION BY PAUL LISS TO APPROVE CONTRACTING WITH RELIAS FOR ONLINE LEARNING IN THE AMOUNT OF \$17,791.57, 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, Louis Scholl, Robert Boyd

**NAYS:** None

**MOTION CARRIED.**

NCCMH Rules Regulations and By-Laws Policy was revised to reference compliance with the Open Meetings Act and relevant legislation. Wording recommended by the Program Committee was discussed. The Finance Committee recommends adopting the revisions as presented in the Board packet.

**MOTION BY PAUL LISS TO APPROVE ADOPTING REVISION TO THE RULES REGULATIONS AND BY-LAWS POLICY AS PRESENTED, SUPPORT BY PATTY COX.**

**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, Robert Boyd

**NAYS:** None

**MOTION CARRIED.**

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

**PRESENTATION: OBRA-PASARR/Older Adult Services** Cathleen “Cab” Behan Harvey, MA, LLP/OBRA/Older Adult Services Supervisor provided an overview of these two programs. OBRA stands for the Omnibus Budget Reconciliation Act legislation in 1987, PASARR is the Preadmission Screening & Annual Resident Review assessment. The program serves nine nursing homes and four hospitals, it is the primary provider of mental health services in nursing homes. Staff completed 60 assessments last year. This year staff have already completed 60 assessments and have screened 160 individuals. Services may include therapy, nursing home mental health monitoring, psychiatric evaluations, medication reviews, specialized day programming, and team consultations.

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

Ms. Gebhard referred the board to her report on page 35 of the packet. She drew the boards attention to the Behavioral Health Home & Opioid Health Home expansion press release and the CMHA infographic on the strengths of Michigan’s public health system. Ms. Gebhard also pointed out a document recognizing Michigan’s law enforcement and mental health partnerships, signed by the Michigan Sheriffs Assoc. Michigan Assoc. of Chiefs of Police, Michigan Commission on Law Enforcement Standards, the Prosecuting Attorneys Assoc. of Michigan, and the Community Mental Health Assoc. of Michigan. This is helpful as the agency advocates for Stepping Up in our counties. Wayne State University will be providing Stepping Up technical assistance (TA) to Cheboygan County beginning in December. Emmet County will follow this winter, and Antrim County targeted for late spring.

Ms. Gebhard provided an update from the CMHA Policy and Legislation Committee. There will be 28 freshman lawmakers in the House. This provides us with the opportunity for educating on Michigan’s Mental Health System. The Lame Duck session will be greatly reduced (3-4 days instead of three weeks) due to the Pandemic. HB 5832, certifying Crisis Stabilization Units has passed the House and sent to the Senate. Ms. Gebhard will be advocating for this bill and encourages Board members to do likewise.

**QUALITY IMPROVEMENT UPDATE**

Ms. Christie reported on the MDHHS Mission Based Performance Indicators for Access Timeliness. Fourteen indicators measure access timeliness of four demographic groups. Referral to intake assessment decreased from an average of 12 to 7.5 days, and assessment to first service decreased from 13 to 9 days on average. In April 2020, MDHHS changed the data collection for those indicators, not allowing for any exceptions, and they are using the next year to collect baseline data for these performance indicators.

**NORTHERN MICHIGAN REGIONAL ENTITY**

The NMRE will not be meeting in November; instead, there will be a combined November/December meeting to be held on December 9, 2020.

**OLD BUSINESS**

Ms. Gebhard provided an update on NCCMH’s response to the COVID pandemic. A formal communication on “NCCMH Position on Services During the COVID-19 Epidemic” was published clearly stating the pillars supporting our position.

**NEW BUSINESS**

Ms. Gebhard shared an updated version of the agency’s logo which has been modernized with color. It will be used whenever possible without incurring large expense. Building signage will not be updated. Board consensus to approve its use.

Ms. Gebhard noted that a holiday dinner wouldn’t be possible this year due to the COVID epidemic and social restrictions.

Ms. Gebhard reviewed the Behavior Health Home provider contract with MDHHS. The Board was asked to approve it retroactively; the contract was due in October.

**MOTION BY LOUIS SCHOLL TO RETROACTIVELY APPROVE THE BEHAVIOR HEALTH HOME PROVIDER CONTRACT, SUPPORT BY SR. 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, Louis Scholl

**NAYS:** None

**MOTION CARRIED.**

**BOARD & STAFF COMMENTS**

Ms. Gebhard asked Board Members to send suggestions to improve the virtual meeting experience.

**ADJOURNMENT**

**There being no further business to come before the board, the meeting was adjourned at 5:44 p.m. by Board Chair, Ed Ginop.**

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Edward Ginop, Board Chair