

**MINUTES OF THE BOARD**  
**December 16, 2021, 4 PM**  
**North Country Community Mental Health**  
**Stafford's Bay View Inn, 2011 Woodland Ave., Petoskey**



**BOARD MEMBERS PRESENT:**

David White, Caroline Loper, Ed Ginop, Paul Liss, Christian Marcus, Dennis Priess, Michael Newman, Robert Draves, Karla Sherman (remote; non-voting)

**BOARD MEMBERS ABSENT:** Sr. Augusta Stratz, Ron Iseler, Robert Boyd, Katina Banko, Gary Knapp

**STAFF:** Christine Gebhard, Brian Babbitt, Amy Christie, Joseph Balberde, Kim Rappleyea, Kevin Hartley (remote), Lorraine Manary

**GUESTS:** None

Mr. Ginop called the meeting to order at 4:04 p.m.

**ROLL CALL**

Mr. Ginop welcomed Board members and staff to the meeting; there were no guests in attendance. A quorum was present.

Acknowledgement of Conflict of Interest – no board members expressed a conflict with any agenda item.

**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. Ms. Loper noted the end date of one contract is 1931, the correct date should be 2031.

**MOTION BY CHRISTIAN MARCUS TO ACCEPT THE CONSENT AGENDA WITH NEW CONTRACTS END DATE CORRECTED, SUPPORT BY KARLA SHERMAN.**

**MOTION CARRIED**

*Post meeting note: Contracts ending in 9/9/9999 are "evergreen" contracts which do not expire; typically, these are respite agreements.*

**COMMITTEE RECOMMENDATIONS – BOARD ACTION\***

**Program Committee Report:** Minutes of the December 1, 2021, meeting were reviewed. The committee heard reports from Kim Rappleyea on Recipient Rights and Tiffany Kiper on FY21 Denial, Grievance, & Appeal data.

**Personnel Committee Report:** Minutes of the December 7, 2021, meeting were summarized. Mr. Babbitt reviewed new Hybrid Work Arrangement and COVID Vaccination, Testing and Face Covering Policies. Susan West, Rehmann, presented her draft procedure for CEO Succession. Committee members asked to have the procedure referenced and attached to the Executive Authority Succession policy.

Ms. Gebhard read the revision to the 4<sup>th</sup> paragraph in the policy...” in accordance with the Board Selection Process for Chief Executive Officer (Attachment A).”

**MOTION BY PAUL LISS TO APPROVE THE EXECUTIVE AUTHORITY SUCCESSION POLICY AS AMENDED, SUPPORT BY MIKE NEWMAN.**

**MOTION CARRIED**

**MOTION BY PAUL LISS TO APPROVE THE HYBRID WORK ARRANGEMENT POLICY AS AMENDED AND PRESENTED, SUPPORT BY DENNIS PRIESS.**

**MOTION CARRIED**

**Finance Committee Report:** Mr. Marcus reviewed the Statement of Cash on Deposit and Bills through November 30, 2021; Interim Financial Statements as of October 31, 2021; Revenue and Expense by Fund Source; Trending Revenue and Expenses as of October 31, 2021; and NMRE Funding Source Report.

**MOTION BY CHRISTIAN MARCUS TO APPROVE THE STATEMENT OF CASH ON DEPOSIT AS PRESENTED, SUPPORT BY MICHAEL NEWMAN.**

**MOTION CARRIED**

Mr. Ginop requested the financial reports be placed on file for audit.

#### **PRESENTATION**

Ms. Rappleyea gave the annual Recipient Rights report for FY21. She covered the functions of the Recipient Rights Office (RRO), specified who is considered a recipient and where NCCMH recipients (clients) are located throughout the state. Ms. Rappleyea explained the three elements necessary for a complaint, and categories and classes of complaints, including the difference between a complaint (the document) and allegation (rights violation). In FY21 the office received 139 complaints containing 232 allegations, of which 218 were investigated and 171 substantiated. The office provided six interventions. She provided details on these cases along with comparative data from past years. Ms. Rappleyea ended her report with progress made on FY21 goals and the goals for the coming year, which include a successful Triennial MDHHS ORR site review.

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

Ms. Gebhard referred to several items in her report. She noted her participation in a virtual ‘listening tour’ hosted by Representative Felicia Brabec, representing the Democratic Caucus. Ms. Gebhard shared concerns about the Senate and House Bills. She sent Rep. Brabec several client stories. Ms. Gebhard mentioned the Fiscal Analysis of Senate Bills 597-598 which doesn’t support the cost savings touted by Rep. Shirkey. She noted other items including an MSA letter regarding Premium Pay for direct care workers; a legal opinion on the OMA regulations for public meetings; and the board associations response to Oxford school shooting. Carole

Doherty, Director of Acute Clinical Services, will be invited to attend an upcoming board meeting to discuss what the agency sees happening. Christine Dillon, Director of Child and Family Services, has been presenting to schools on how to make referrals to the agency. Ms. Gebhard discussed the intent to apply for Mental Health Block Grant funds; shared a copy of the recent Town Hall presentation to staff; and discussed her participation on a 'care coordination across the lifespan' workgroup as part of the CHIR Behavioral Health Initiative.

**QUALITY IMPROVEMENT UPDATE** – Ms. Christie provided an update on the Medicaid Claims Verification Audit. Twenty claims in the amount of \$4267.71 were audited for services provided with \$4267.71 validated in the third quarter of FY21 (April 1, 2021 – June 30, 2021). Services and total dollars were both validated at 100%. This has remained steady since the first quarter of FY21. Ms. Christie also gave an update on myStrength, the wellness app NCCMH is providing to the community. She described advertising underway, presentations made, and informational materials that have been distributed. Data shows a move to younger users of the app, those between 18 – 44 years of age. Ms. Christie mentioned that this is the beginning of the final grant year for the project. The agency will seek funds to continue through 2023-24.

#### **NORTHERN MICHIGAN REGIONAL ENTITY**

October NMRE minutes and November Operations Committee minutes were shared.

#### **OLD BUSINESS**

None

#### **COVID Update**

Ms. Gebhard mentioned that the COVID response has not changed, masks are required by staff and staff are strongly encouraged to get vaccinations and booster. Positive cases among direct care workers and NCCMH staff is increasing, and eight clients having passed due to the COVID. The OSHA mandate for vaccinations continues to be on hold.

#### **NEW BUSINESS**

None

#### **BOARD & STAFF COMMENTS**

Lorraine Manary wished the board happy holidays and stated how she has enjoyed getting to know and work with the members.

Board members expressed thanks to Ms. Manary for her service.

#### **ADJOURNMENT**

**The meeting was adjourned at 5:26 p.m. by Board Chair, Ed Ginop.**

  
Ed Ginop, Board Chair

