



MINUTES OF THE BOARD
April 20, 2023, 4:00 PM
North Country Community Mental Health
1420 Plaza Drive, Petoskey, Board Room

BOARD MEMBERS ATTENDING:

Caroline Loper, Edward Ginop, Michael Newman, Ron Iseler, Karla Sherman, Jarris Rubingh, Dana Wingo, David White

MEMBERS ATTENDING VIRTUALLY: Robert Boyd, Gary Knapp

BOARD MEMBERS ABSENT: Annemarie Conway

STAFF: Brian Babbitt, Nancy Rhue, Tim Stapp Jr., Ann Friend (virtual), Joseph Balberde, Kim Rappleyea (virtual)

GUESTS: Erick Wright, Derek Miller- RPC

Mr. Ginop called the meeting to order at 4:08PM

ROLL CALL

Mr. Ginop welcomed Board members and staff to the meeting. There is a quorum 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. Items requiring approval will be placed on the meeting agenda.

MOTION BY KARLA SHERMAN TO APPROVE THE CONSENT AGENDA WITH A SPELLING CORRECTION IN UNDERSHERIFF HOCH'S NAME; SUPPORT BY JARRIS RUBINGH.

MOTION CARRIED.

COMMITTEE RECOMMENDATIONS – BOARD ACTION*

Nominating Committee: Mr. White presented the slate of officers agreed upon for nomination for Board Chair, Vice Chair, and Secretary. They are Ed Ginop, Karla Sherman, and Caroline Loper respectively. Mr. Ginop opened the floor for other nominations, after discussion.

Finance Committee Report: Mr. White reviewed the Statement of Cash on Deposit and Disbursements through March 2023; Interim Financial Statements as of February 28, 2023 Revenue and Expense by Fund Source; Trending Revenue and Expenses as of February 28, 2023; and NMRE Funding Source Report. He also shared proposals for Enterprise Licensing and Copier Leases.

MOTION BY KARLA SHERMAN TO APPROVE THE ENTERPRISE LICENSING PURCHASE FROM CDW-G IN THE AMOUNT OF \$166,559.70; SUPPORT BY JARRIS RUBINGH.

ROLL CALL VOTE:

AYE: RON ISELER, DAVID WHITE, KARLA SHERMAN, EDWARD BELITZ, JARRIS RUBINGH, DANA WINGO, CAROLINE LOPER, MICHAEL NEWMAN, EDWARD GINOP

NAY: NONE

NOT VOTING: ROBERT BOYD, GARY KNAPP

ABSENT: ANNEMARIE CONWAY

MOTION CARRIED

MOTION BY DAVID WHITE TO APPROVE THE 5 YEAR COPIER LEASE FROM VAN'S BUSINESS MACHINES FOR A MONTHLY COST OF \$1,575.03, ANNUAL COST \$18,900.36, TOTAL 5 YEAR LEASE TOTAL OF \$94,501.80; SUPPORT BY JARRIS RUBINGH.

ROLL CALL VOTE:

AYE: DANA WINGO, MICHAEL NEWMAN, CAROLINE LOPER, JARRIS RUBINGH, EDWARD BELITZ, DAVID WHITE, RON ISELER, KARLA SHERMAN, EDWARD GINOP

NAY: NONE

NOT VOTING: GARY KNAPP, ROBERT BOYD

ABSENT: ANNEMARIE CONWAY

MOTION CARRIED

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

PRESENTATION – Annual Financial Audit- Derek Miller, RPC: Mr. Miller reviewed key points of the FY22 independent audit report. In RPC's opinion the financial statements presented fairly in all respects to the financial position of NCCMH as of September 30, 2022. No deficiencies in internal control that RPC considers material weaknesses were identified. No instances of non-compliance required to be reported under the Governing Auditing Standards were found during RPC's tests. NCCMH did adopt new accounting guidance, GASB Statement No. 87, Leases, however RPC's opinions are not modified with respect to this matter. GASB 96 Subscriptions will be shown in the audit for next year. GASB 101 Compensated Absences

ACTION ITEMS WITHOUT COMMITTEE REVIEW: Mr. Ginop appointed committees and committee chairs as follows: Ms. Wingo, Mr. Rubingh, Ms. Conway, and Mr. Newman to the finance committee for the next term with Mr. White appointed as chair. Mr. Iseler, Mr. Boyd, Mr. Knapp, and Mr. Belitz were appointed to the personnel committee with Ms. Sherman appointed as chair. Mr. White, Mr. Boyd, Ms. Loper, Mr. Belitz were appointed to the program committee with Mr. Iseler appointed as chair.

CHIEF EXECUTIVE OFFICER'S REPORT/COMMUNICATIONS: Mr. Babbitt referred to several items in his report. He drew attention to his meeting with Laura Daniel on March 20 regarding

the Justin A. Borra Behavioral Health Unit. 2 beds will be online starting on June 2nd. Patients will complete their whole stay and then information will be sent to LARA for licensing review. It is unknown if during the licensing review that patients will still be able to be seen. There are also plans for a partial hospitalization program where patients will receive services during the day and be able to go home at night. Mr. Babbitt drew attention to the Stepping-Up meeting with both Cheboygan and Emmet Counties. On March 28 and April 4, he attended the Conflict Free Access and Planning workgroup with the Community Mental Health Association of Michigan. He drew attention to the included slide decks by TBD Solutions. Right now, they have presented 2 options, CMHSPs could be the access point for mental health and outsource the services, or the access point could be external with CMHSPs providing services. Both options are being met with significant opposition as they directly contradict Michigan's mental health code. Mr. Babbitt drew attention to Ms. Rappleyea's portion of the Executive Team Quarterly Update, our MDHHS Audit is coming up, we do expect to have some findings and a corrective plan of action will need to be presented. He touched on Ms. Christie's report which included clinical staff positions that have been filled, he stated that NCCMH paid 214 employees in the last pay period as opposed to 209 last year. Internal and External security audits were performed this last quarter, Mr. Balberde stated that in the 8 years that he has been performing these audits within the CMH system, this is the cleanest security audit that he has seen.

QUALITY IMPROVEMENT UPDATE – None

NORTHERN MICHIGAN REGIONAL ENTITY- Minutes of the NMRE OPS meeting, Draft Minutes of Board Meeting, and financial summary were included in the packet.

OLD BUSINESS – Mr. Babbitt provided an update on the Kalkaska office potential build out. Rehmann was consulted about build out to buy or long-term lease. There is little difference on the balance sheet if NCCMH purchases or leases. A proposal will be brought to the board in the future. Antrim County is accepting bids for the building façade repair in Bellaire, vendor selection is supposed to happen in May and construction is slated to begin in June.

NEW BUSINESS – The CMHAM Spring Conference is being held in Traverse City Monday June 5th through Wednesday June 7th. Conference brochures and Hotel information has not been sent to us yet. However, the conference will be held at the Grand Traverse Resort. Mr. Babbitt asked any interested board members to let Ms. Rhue know if they would be interested in attending all or part of the conference as soon as possible, and if they will need accommodation. Rooms fill up fast and we would want to book as soon as the room block is released.

BOARD & STAFF COMMENTS – Ms. Loper states that since the installation of the new roof and windows at New Horizons Clubhouse there have been no leaks and the building is warmer.

ADJOURNMENT

The meeting was adjourned at 5:34 PM by Board Chair Edward Ginop.


Ed Ginop, Board Chair

