

MINUTES OF THE BOARD
February 16, 2023, 2:30 PM
North Country Community Mental Health
100 Lewis Street, Petoskey, Perry Hotel- Reycraft Room



BOARD MEMBERS ATTENDING:

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

MEMBERS ATTENDING VIRTUALLY: Robert Boyd

BOARD MEMBERS ABSENT: None

STAFF: Brian Babbitt, Nancy Rhue, Tim Stapp Jr., Amy Christie, Kim Rappleyea, Ann Friend, Christine Dillon, Tiffany Kiper, Trenton Lee, Joseph Balberde, Deb Freed

GUESTS: Linda Brandt, Sherrie Bradley

Mr. Ginop called the meeting to order at 2:43 PM

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 CAROLINE LOPER TO APPROVE THE CONSENT AGENDA WITH THE ADDITION OF THE WEBSITE AND BRANDING PRESENTATION; SUPPORT BY KARLA SHERMAN;

MOTION CARRIED.

COMMITTEE RECOMMENDATIONS – BOARD ACTION*

Recipient Rights Advisory Committee Report: Mr. Ginop reviewed the minutes of the RRAC meeting where Mr. Wolf ORR Director went over the FY22 Office of Recipient Rights annual report. Mr. Rubingh asked for clarification on the discrepancy of the complaints versus allegations, it was explained that one complaint can have multiple allegations.

Program Committee Report: Mr. Iseler reviewed the key points of the CARF Accreditation Quality Improvement Plan. NCCMH's CARF survey was commendable, and recommendations were few.

Personnel Committee Report: Ms. Sherman reviewed the minutes of the Personnel Committee meeting. She reviewed the key points in the Employee Handbook update and explained the separation of the policy and procedure for the Office of Recipient Rights which were previously encompassed in one document. Separating them created more clarity in language. The committee voted to take approval of the newly created ORR policy to the full board.

MOTION BY KARLA SHERMAN TO APPROVE EMPLOYEE GRIEVANCE TIMELINE OF 30 DAYS FROM INITIATION OF GRIEVANCE WITH EXTENSIONS ON A MUTUALLY AGREED BASIS WITH THE CEO DETERMINATION AS THE FINAL DECISION; SUPPORT BY DAVID WHITE;

MOTION CARRIED

MOTION BY KARLA SHERMAN TO GRANT CEO FINAL DECISION ON SUPPLEMENTAL EMPLOYMENT; SUPPORT BY RON ISELER

MOTION CARRIED

MOTION BY KARLA SHERMAN TO APPROVE THE RECIPIENT RIGHTS POLICY; SUPPORT BY JARRIS RUBINGH;

MOTION CARRIED

Finance Committee Report: Mr. White reviewed the Statement of Cash on Deposit and Disbursements through January 2023; Interim Financial Statements as of December 31, 2022 Revenue and Expense by Fund Source; Trending Revenue and Expenses as of December 31, 2022; and NMRE Funding Source Report. He also shared a proposal for a marketing plan using myStrength grant funds.

MOTION BY DAVID WHITE TO APPROVE THE MARKETING PLAN WITH WBPN IN THE AMOUNT OF \$27,000 USING MYSTRENGTH ADVERTISING GRANT FUNDS; SUPPORT BY ANNEMARIE CONWAY;

MOTION CARRIED

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

PRESENTATION – NCCMH Branding and Website: Trenton Lee, Media and Communications Specialist presented our updated branding, logo, and our website that is under construction. He explained that Rapid Boost, the company that we have contracted with for website, branding and logo did an audit and surveyed clients for their opinions on the ease of use of our website. Mr. Lee went through the history of our agency's logo and revealed the new logo. He also demonstrated the new website.

ACTION ITEMS WITHOUT COMMITTEE REVIEW: None

CHIEF EXECUTIVE OFFICER'S REPORT/COMMUNICATIONS

Mr. Babbitt shared his activities since the January 19th board meeting. Mr. Babbitt noted that he participated in the CMHA Policy Committee meeting on January 18. He drew attention to the CMHA legislative policy platform which is around the protection of the public safety net. He stated that it directly relates to general funds which funds jail services, crisis services, and first responder trainings. He stated that the public mental health system is an important safety net. He drew attention to the Wayne State University Cheboygan Jail Services meeting that he attended on January 20th, and his meeting with Dr. Pennie Foster-Fishman about the outcomes framework project which focuses on how well our clients are doing and progressing over time. He also attended the CMHAM Directors forum on the 25th. He drew attention to the handout in the packet from the Health Management Consultants DSNP regarding people who are dual eligible for Medicare and Medicaid and the policy change. Depending on which path the state chooses to take, it could remove people from the population we serve. On January 26th, Mr. Babbitt attended the Incompass board meeting. Incompass represents many of the people NCCMH contracts with and participates in a lot of advocacy as well. He spent a day in the field at the Petoskey Club as on January 27th. The Petoskey Club is one of two psychosocial clubhouses in the NCCMH catchment. On Feb 10 he met with Kalkaska Memorial Health Center. We have been using an administrative building since our lease with Kalkaska County was terminated. KMHC has bought a parcel of land and are offering to lease the land to us for \$1.00 a month for life and allow us to build. There is also the option for them to build and lease back to us. Mr. Babbitt would like to speak to Rehmann Group to see what the best option for us would be. He stated that he feels that we have close to 24 months before we would have to be out of the administration building we are currently using.

QUALITY IMPROVEMENT UPDATE – Ms. Christie shared the QI update. We currently have 693 active myStrength users, and the myStrength grant was renewed for this year. NCCMH is consistently handing out the information on myStrength to our community partners. Funds were used to purchase the cookbook “Good and Cheap, eat well on \$4.00 a day” which is a healthy cooking book focused on eating for less than \$4.00 a day. These cookbooks will be distributed to clients and families of NCCMH. Ms. Christie explained the 14 performance indicators we report on and what the percentages mean. She noted that areas highlighted in green were those that NCCMH scored equal to or above the average in the NMRE and bolded numbers were the areas where NCCMH scored above the Michigan state average for the specific indicator. She explained that NCCMH continues to look, analyze, and learn from the data.

NORTHERN MICHIGAN REGIONAL ENTITY- Minutes of the NMRE OPS meeting, Board Meeting, and financial summary were included in the packet. Ms. Rappleyea stated that the quality plan was the main focus of the NMRE meeting along with the needle exchange program.

OLD BUSINESS – Use of Kalkaska Church of Christ- Mr. Babbitt stated that we are currently using the Kalkaska Church of Christ for some appointments as the administration building we are in currently does not have some ADA compliance. He would like to send a letter from the board thanking the church for use of their space along with a donation of \$1000.00 which is similar to what was done when NCCMH used the church when the Kalkaska office flooded in 2017.

NEW BUSINESS – None

BOARD & STAFF COMMENTS – Ms. Christie thanked the board for allowing the clinical directors to come and present to the board.


Ms. Sherman and Mr. Knapp thanked Amy for the clinical presentations.

Mr. Rubingh stated that he would like to see Mental Health First Aid training scheduled more often as the classes fill up quickly because space is limited.

Ms. Conway expressed that she was impressed, overwhelmed, and appreciative for the time and effort put into the retreat.

ADJOURNMENT

The meeting was adjourned at 3:51 PM by Board Chair Edward Ginop.

 3/16/23
Ed Ginop, Board Chair