

**MINUTES OF THE BOARD**  
**September 28, 2017**  
**North Country Community Mental Health**  
**Board of Commissioners Room**  
**200 Division**  
**Petoskey, Michigan**

**BOARD MEMBERS PRESENT:** Ed Ginop, Christian Marcus, Patty Cox,  
Sr. Augusta Stratz, Joel Evans, Paul Liss,  
Louis Scholl, Robert Boyd, Ron Iseler,  
Michael Newman, Karla Sherman, Caroline Loper

**BOARD MEMBERS ABSENT:** Dennis Priess, Betsy White

**STAFF:** Christine Gebhard, Brian Babbitt, Scott Shearer,  
Joe Balberde, Joan Booth

Mr. Ginop called the meeting to order at 4:00 p.m.

**ROLL CALL**

Mr. Ginop welcomed the Board members and staff to the meeting.

**PUBLIC COMMENT**

**CONSENT AGENDA**

**Financial Statement – Provider Operations - North Country CMH:**

Balance on Hand, July 31, 2017	\$4,507,018.89
Receipts, Adjustments & Transfers, August	\$6,240,692.72
Total Disbursements & Adjustments, August	\$5,091,093.72
Increase in Cash Balance	\$1,149,599.00
Balance, August 31, 2017	\$5,656,617.89

\*Received Healthy Michigan Plan for July 2017, \$227,856, and B/B3 for July 2017, \$2,072,292, on August 2, 2017.

\*\*Received Healthy Michigan Plan for August 2017, \$267,146, and B/B3 for August 2017, \$2,05,236, on August 31, 2017.

**Information (I) Items from Committee Reports**

Information items were included in the committee minutes.

**Privileging Recommendations**

There were no privileging recommendations this month.

**MOTION BY LOUIS SCHOLL, SECOND BY BOB BOYD, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED.**

**COMMITTEE RECOMMENDATIONS – BOARD ACTION**

**Finance committee**

Interim financial statements were reviewed by Paul Liss. Medicaid is underspent, Healthy Michigan is overspent and General funds are underspent.

**MOTION BY PAUL LISS TO APPROVE THE JULY FINANCIAL STATEMENTS. MOTION CARRIED.**

Preliminary budget for FY 2018 was reviewed by Mr. Shearer. New rates for FY 2018 are not yet known. This is a continuation budget to meet accreditation requirements.

**MOTION BY PAUL LISS TO APPROVE THE PRELIMINARY BUDGET FOR 2018. MOTION CARRIED.**

Mr. Liss reviewed the recommendations for capital improvements on residential properties. There are repairs needed on four residential properties.

**MOTION BY PAUL LISS TO APPROVE THE CAPITAL IMPROVEMENTS ON THE FOUR RESIDENTIAL PROPERTIES IN THE AMOUNT OF \$49,032.25. MOTION CARRIED.**

The Information Technology Project Map and Spending Plan for FY 2018 was presented by Mr. Balberde. A presentation of the two-year Information Technology Strategic Plan will be presented to the full board today.

**MOTION BY PAUL LISS TO APPROVE THE FY2018 INFORMATION TECHNOLOGY PROJECT MAP AND SPENDING PLAN IN THE AMOUNT OF \$816,595. MOTION CARRIED.**

**ACTION ITEMS – WITHOUT COMMITTEE REVIEW**

There were no items presented this month.

**PRESENTATION**

Mr. Balberde presented on the Information Technology Strategic Plan for FY18-FY19. The accomplishments of FY 17 were summarized and Mr. Balberde thanked the Board for their support. The Strategic Plan describes the major improvements planned over the two-year period, including: staffing and support; business continuity and disaster recovery; hardware and software life cycle; system security; cloud-based services; confidentiality; electronic health record; data warehouse; mobile workforce tools; staff training; and support of strategic

partnerships. The Plan describes what the status of information technology will look like in two years.

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

Ms. Gebhard referred to her report. She drew attention to her meeting with county sheriffs on August 22<sup>nd</sup> related to problems with inpatient psychiatric hospitalizations.

Ms. Gebhard discussed the remedial action plan following the water damage in the Petoskey server room.

Ms. Gebhard reviewed the goals of the House CARES Task Force. Several public hearings have been held. Rep. Sue Allor was able to arrange a meeting with some of the CARES Task Force members in Mackinaw City to discuss unique problems in rural northern Michigan. NCCMH staff and a few of the county sheriffs attended. Several of the CARES Task Force members met with the CEO's of the Community Mental Health Boards at the Directors' Forum on September 25. Ms. Gebhard described the goals of the Michigan Inpatient Psychiatric Admission Discussion (MIPAD) statewide workgroup. She is a participant on the Inter-operability subgroup. Both of these work groups, CARES and MIPAD, must have recommendations for the legislature by the end of October.

Although the federal requirement for implementation of the Home and Community Based Rules has been extended to 2022, Michigan is continuing to require compliance by 2019.

Mr. Evans referred to a complaint from the Charlevoix Sheriff involving an incident of a person who was waiting for an evaluation in Charlevoix. Ms. Gebhard will reach out to Sheriff Vondra.

### **QUALITY IMPROVEMENT UPDATE**

Ms. Gebhard referred to the report from Amy Christie. A recovery survey was completed with clients, guardians, and staff in July/August. There are two QI action teams in process: one addressing same day documentation and the other addressing change management.

### **NORTHERN MICHIGAN REGIONAL ENTITY**

Ms. Gebhard referred to the August 23, 2017 minutes which were distributed at the meeting.

### **OLD BUSINESS**

There was no old business this month.

### **NEW BUSINESS**

Ms. Gebhard discussed having an educational Board retreat on November 16<sup>th</sup> to describe restructuring of clinical programs to meet the organization's vision, c1C/S. The meeting would probably begin at noon with a Finance Committee, if needed, and Board meeting to follow. The

Perry Hotel's Reycraft Room is being considered. She will email a tentative agenda and request an RSVP to confirm who is available.

Ms. Gebhard indicated the MACMHB conference will be on October 23 and 24 and the member assembly will be the 22<sup>nd</sup>. Voting delegates will be Sr. Augusta Stratz and Robert Boyd. If Board members wish to attend they should advise Ms. Booth.

Mr. Boyd reviewed the actions of the September Policy Committee Meeting.

**MOTION BY PAUL LISS, SECOND BY BOB BOYD, TO ADJOURN THE MEETING AT 5:45 P.M. MOTION CARRIED.**

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Ed Ginop, Board Chair