

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**  
**Regular Monthly Meeting**  
**MINUTES**  
**715 Pyle Drive, Kingsford, Michigan**  
**January 20, 2011 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

Karen Raether, Board Chairperson, called the meeting to order at 4:05 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Luhtanen, Joan	*X		
DeDie, William	X			Martin, Ann	X		
DeGrave, Marylee	X			Negro, Mari	X		
Farragh, Elizabeth		X		Raether, Karen	X		
Hofer, Millie	X			Plumley, Robert	X		
Lang, Bernie	X			Spence, Christine		X	

Karen Raether stated that Ann Martin and Bernie Lang were reappointed to the Northpointe Board from their respective counties and thanked them for continuing to serve on the Board.

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, J. Pelc, L. Dionne, M. Wendt, \*G. Takala  
 \*(VTC-Video Television Conference from Northpointe's Iron River Office)

**PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance to the Flag was recited by all

**PUBLIC COMMENTS** - No public comments

**APPROVAL OF THE AGENDA:** Karen Raether stated the agenda would need to be amended to add under Presentation: Consumer Data presented by Deb Davis and asked if there were any other additions to the agenda. Mari Negro stated that she would like to add under New Business: Using the Northpointe Name.

**ACTION:** Moved to approve the amended agenda as state above.  
**Motion by:** M. DeGrave; supported by P. Connors. **Motion carried unanimously**

**APPROVAL OF THE MINUTES:**

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on December 16, 2010.

**ACTION:** A motion was made to dispense with reading the minutes from the December 16, 2010 Regular Board of Directors meeting and approve as written.

**Motion by:** M. DeGrave; supported by A. Martin. **Motion carried unanimously.**

**PRESENTATION:** Consumer Data – Deb Davis

Deb Davis presented a power point presentation on Northpointe consumer data and statistics. Ms. Davis reviewed and addressed questions on: a summary on the number of consumers served; the number of Medicaid eligible consumers; the number of highest cost consumers; consumer total costs; consumers served; and a total break down of consumer comparisons from the U.P. regional community mental health agencies. Ms. Davis stated that if anyone has additional questions upon further review of the information they are more than welcome to either e-mail or contact her directly.

**FINANCE COMMITTEE REPORT** – P. Connors

Ms. Connors highlighted the following from the Finance Committee meeting minutes:

1. **ISSUE:** Review Check Disbursement Report

The check disbursement report in the amount of \$1,208,777.06 was reviewed and recommended for Board approval.

**ACTION:** A motion was made by P. Connors, supported by M. Hofer to approve the check disbursement report for bills paid in the amount of \$1,208,777.06 as presented.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine		

**Motion carried unanimously.**

2. **ISSUE:** Review Financial Reports – December 2010 and Year End Preliminary September 2010  
The December 2010 financial report was reviewed and recommended for Board approval.

**ACTION:** A motion was made by P. Connors, supported by M. DeGrave to approve the December 2010 financial report.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine		

**Motion carried unanimously.**

The preliminary Year End September 2010 financial report was reviewed.

**ACTION:** Information

3. **ISSUE:** Contract(s)/Agreement(s)

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
a.	<b>Northern Pines</b>	Skill Bldg. Services	1/1/11-12/31/11	\$11/hr or \$232,616.00/yr	\$11/hr or \$232,616.00/yr	No change
This is a renewal agreement for services. The organization's former name is Powers Activity Center. The hourly rate remains the same, but the total may vary due to the number of consumers attending. Currently 12 consumers attend full time and 11 part time.						
b.	<b>Waste Management of Michigan</b>	Non Hazardous Waste Disposal	12/15/10-12/14/13	\$334.50/mo	\$387.35/mo	Increase of \$52.85/mo
This is a renewal agreement for waste disposal for the Boyington Home.						
c.	<b>Concerned Associates</b>	Outpatient therapy	2/1/11 – 1/31/12	\$110/hr	\$110/hr	n/a
This is a renewal agreement for outpatient therapy through a single case agreement for one consumer as self determination.						
d.	<b>Cedar Creek AFC</b>	Specialized Residential	1/15/11 – 12/31/11	n/a	\$70/day	n/a
This is a new contract for specialized residential services for one consumer who is moving to Marquette area to be closer to his family.						
e.	<b>Schlaud AFC</b>	Specialized Residential	1/1/11 – 12/31/11	n/a	\$38/day	n/a
This is an addendum to Schlaud's contract for the addition of one consumer to her home. The rate is \$38/day based on the time study and discussion with the home and the care manager.						
f.	<b>Berkley Court of Livonia</b>	Specialized Residential	3/1/11 – 2/28/12	\$145/day	\$145/day	n/a
This is a renewal agreement for specialized residential services for one consumer at Berkley court. There is no change to the rate.						
g.	<b>Beacon Residential Services</b>	Specialized Residential	2/1/11 – 1/31/12	\$210/day – Group Home \$592/day –	\$213.50/day - Group Home \$592/day –	Increase of \$3.50/day for group

				Trolley Ctr. \$125/day – Apart. Prog. \$40/unit – Case Mangt. \$450 – Psych. Eval. \$190 – Med. Review	Trolley Ctr. \$125/day – Apart. Prog. \$40/unit – Case Mangt. \$450 – Psych. Eval. \$190 – Med.Review	home
This is a renewal agreement for specialized residential for three consumers at their various sites. There is a small change to the standard group home rate and no change to the other rates, but the rate is now "broken out" into the specific services.						
<b>h.</b>	<b>Case Management of Michigan</b>	Case Management Services	3/1/11 – 2/28/12	Case Mgt.- \$100/Encounter PCP - \$55.00 Med. Review - \$75.00 Psych. Assessment - \$90.00 Indiv. Therapy - \$55.00	same	n/a
This is a renewal agreement for Case Management Services for one consumer living down state. This is done by a single case agreement.						

**ACTION:** A motion was made by P. Connors, supported by M. Negro to approve all contracts as noted above.

**ROLL CALL VOTE:**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Negro, Mari	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine		

**Motion carried unanimously.**

4. Miscellaneous

- Millie Hofer provide that in order to provide input regarding information received from the Board Association she had a few questions regarding what Karen Thekan sent to Board members from the Board Association. The information sent to Board members from the Board Association was asking for input from community mental health agencies on their advocacy plan. Ms. Hofer provided that the Board Association talked about streamlining/eliminating administrative costs and asked if it was possible for the Board to receive a printout on all services that fall under Northpointe administrative costs. Bill Adrian stated that he would be able to provide this information to the Board at their next meeting. Ms. Hofer asked for an explanation of Medicaid spend-downs. Mr. Adrian stated that there are two types of eligibility/ineligibility for Medicaid spend-downs: 1) Assets (which is money in the bank, checking accounts, etc.) and 2) Income. Mr. Adrian provided various examples of consumer spend-downs. Miscellaneous questions were addressed by Mr. Adrian and Karen Thekan.

**RECIPIENT RIGHTS COMMITTEE REPORT** – M. DeGrave

Ms. DeGrave highlighted the following from the Recipient Rights Committee meeting minutes:

1. Review of Recipient Rights Operating Budget

Bill Adrian reviewed the operating budget for the Rights Office.

**ACTION:** Information

2. Quarterly Rights Office Report

The Quarterly Rights Office Report for October, November, and December 2010 was reviewed by Kevin Newlin.

**ACTION:** The Quarterly Rights Office Report was approved by Recipient Rights Committee members.

3. Review of Annual State Report  
The annual State Report, that was submitted in December 2010, was reviewed by Kevin Newlin.  
**ACTION:** Information
4. Nomination Committee for Chairperson & Vice Chair Person  
A nomination committee was appointed to recommend a chairperson and vice-chairperson for election to the Recipient Rights committee with elections taking place for these positions at the April Recipient Rights Committee meeting. Marylee DeGrave and Lois Tovar will be on the nominating committee.  
**ACTION:** Information
5. Appoint Ad Hoc Committee to Review Applications for Upcoming Vacancies on the Recipient Rights Advisory Committee  
The following committee member terms expire in March 2011: Debbie Eichhorn and Lois Tovar and if these individuals wish to reapply they will need to submit a letter of application by February 25, 2011 to Mary Wendt. An Ad Hoc Committee was appointed to review applications for the upcoming vacancies. The upcoming vacancies on the committee will also be advertised in the local newspapers.  
**ACTION:** The committee appointed Marylee DeGrave and William Bouchard to the Ad Hoc Committee.
6. Miscellaneous/Committee Member Prerogative
  - Kevin Newlin recommend a book entitled "*The Lives They Left Behind*" for everyone to read.

#### **PLANNING COMMITTEE REPORT** - J. Luhtanen

Ms. Luhtanen highlighted the following from the Planning Committee meeting minutes:

1. **ISSUE:** Approve Annual Report/Calendar  
The Annual Report/Calendar was reviewed by Lisa Dionne.  
**ACTION:** A motion was made by J. Luhtanen, supported M. DeGrave to approve the Annual Report/Calendar for FY2010. **Motion carried unanimously.**
2. **ISSUE:** Consultation Draft 4<sup>th</sup> Quarter 2010 Performance Indicator Report  
The 4<sup>th</sup> Quarter 2010 Performance Indicator Report was reviewed by Lisa Dionne. This report includes data from quarterly Outcomes Reports that is submitted to the State from all of the community mental health agencies in the State.  
**ACTION:** Information
3. **ISSUE:** Grievance Process-Northpointe Board By-Laws & Policies  
Joan Luhtanen stated that a rough draft of the grievance procedure process and a grievance procedure form was discussed at the Planning Committee meeting and was being presented for review at tonight's Board meeting. Ms. Luhtanen reviewed these drafts. Millie Hofer stated that she disagreed with the above proposals as having the CEO and chair serve on the grievance committee and cited her reasons for this. A lengthy discussion ensued. Karen Thekan asked Board members to provide further input to the grievance procedure process to Joan Luhtanen, Mary Wendt, or herself and they will be addressed at the next Planning Committee meeting.  
**ACTION:** The draft grievance process procedure will be further discussed at the February 22, 2010 Planning Committee meeting.
4. **ISSUE:** 2010/2011 Annual Submission Requirements-Department of Community Health  
Joan Luhtanen stated that this agenda item will be discussed under New Business.
5. **Miscellaneous**
  - Bill DeDie stated that if anyone has ideas for speakers at future NAMI luncheons they can contact him.

#### **CHAIRPERSONS REPORT**

- The winter Michigan Association of Community Mental Health Board conference is scheduled in Lansing from February 15-17. If any would like to attend the conference they will need to let Mary Wendt know by January 27.
- The Board Association provided information on their Political Action Committee (PAC) campaign to Board members. Ms. Rather stated that last year Northpointe Board members decided that if anyone wanted to contribute to the PAC campaign they would do it on an individual basis and asked Board members if they again wanted do this on an individual basis this year.  
**ACTION:** A motion was made by A. Martin, supported by R. Plumley that Board members will handle the PAC campaign on an individual basis. **Motion carried unanimously.**

- A Great Lakes Executive Committee meeting was held on December 21, 2010. Plans are still being made for the fall conference and no dates have yet to be set for it.
- Ms. Rather congratulated Marylee DeGrave on receiving a certificate of appreciation award from Community Action Agency.

#### **CEO REPORT**

Karen Thekan stated that her January 2011 CEO report was in Board packets; she provided the following updates and highlights:

#### **Federal/State Activity:**

- Governor Snyder will be putting out a dashboard report card and an example of this was provided and discussed by Ms. Thekan.
- Copies of parents letters, in regards to the Board Association's Choice Policy statement, were provided and discussed by Ms. Thekan.

#### **Regional Activity:**

- The regional PMC meeting was held on January 19 and issues discussed were: continued speculation on upcoming cuts; integrating health and primary care; clinical practices updates were provided; and a crisis residential regional program was discussed. John Basse will be attending an upcoming Northpointe Board meeting.

#### **Local Activity:**

- Ms. Thekan met with Judy Watson-Olson to plan a Board member training. Ms. Watson-Olson is available the first week of March to conduct this training and Ms. Thekan asked Board members to discuss a date that would mutually work for everyone. Discussion ensued and consensus of Board members is to schedule the training with Ms. Watson-Olson on Thursday, March 10, 2011 from 4:00-6:00 p.m.
- Ms. Thekan congratulated Josef Pelc, IS Director, on 10 years of employment with Northpointe.
- Ms. Thekan stated that a consumer recently passed away at the Pines Home and had resided there for 21 years. Ms. Thekan further stated that she wanted to recognize and thank the Pines staff for all the care they provided over the years to this consumer.
- Phil Gardiepy-Hefner recently conducted the first Mental Health First Aid training which went over very well with 25 individuals participating in it. A Mental Health First Aid training is scheduled on March 15 & 16 in Menominee and is open to the public.

#### **OLD BUSINESS** – No old business

#### **NEW BUSINESS**

- Annual Public Hearing: 2010/2011 Annual Submission Requirements-Department of Community Health  
Karen Thekan reviewed and addressed questions on the 2010/11 Annual Submission Requirements that were sent to the State Department of Community Health. Ms. Thekan stated that this was an agenda item today so the public could come and provide input/comments regarding mental health services but there was no public present to discuss this issue. Ms. Thekan also stated that Lisa Dionne, QI Manager, annually sends out surveys to community providers, i.e., doctors, courts, schools, etc. to receive their input regarding mental health services and input is also provided from Stakeholders Advisory Committee members.

Bill DeDie and Ann Martin excused at 6:10 p.m.

- Using the Northpointe Name  
Mari Negro stated that her concern, if the Northpointe name is used in correspondence, publications, etc., is this opening the door for some possible legal problems for the Northpointe agency itself. Ms. Negro further stated that she has sat on other Boards and has never used, i.e., the MTA Board name in conjunction with her position on that Board unless it had the full Board approval for using their name. Ms. Negro asked if this is the appropriate place to discuss this issue or if it should be discussed at a Planning Committee meeting instead. Discussion ensued and it was decided that this issue will be an agenda item for further discussion at the February 22, 2010 Planning Committee meeting.

**BOARD PREROGATIVE**

- Millie Hofer stated that the following intent is only pure reflection: "I feel today is a sad day for Northpointe because we have set a precedent to lower the threshold of behavioral conduct by not having allowed all Board members to hear the truth; face-to-face at the same time and not giving the Board members the respect and opportunity to form their own independent conclusion. The request for such an opportunity was made to the chair, who serves 12 Board members, asking for a Committee of the Whole meeting for which I never received an answer from her. Instead attempts were made to smear the reputation of Board members who are private citizens. I plead to you my fellow Board members to stop this form of intimidation and support courageous Board members when they stand up for what is right. A wise old man once told me and that always is with me; evil succeeds because good men stand idle-it never left me". Ms. Hofer again stated that this is only a reflection and can be interpreted any way, any time but this is her and she has a high standard of ethics and will always promote this.

**PUBLIC COMMENTS** – No public comments

**ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 6:20 p.m.

The next regular monthly Board meeting is scheduled for February 24, 2011 in **Kingsford, Michigan beginning at 4:00 p.m.**

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Karen Raether, Chairperson

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Peggy Connors, Secretary

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Mary Wendt, Board Secretary