

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

January 3, 2013 - 4:00 p.m.

(Rescheduled December 2012 Board meeting)

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:00p.m. Ms. Raether introduced and welcomed John Nelson and stated that he is a new Menominee County Commissioner who will be representing Menominee County on the Northpointe Board of Directors. 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			Martin, Ann	X		
DeDie, William	X			Negro, Mari	**X		
DeGrave, Marylee	X			Nelson, John	X		
Erickson, Peggy	X			Raether, Karen	X		
Hofer, Millie	*X			Spence, Christine	X		
Luhtanen, Joan	*X			Zevitz, Michael, Dr.	**X		

*(Video Television Conference from the Northpointe Menominee & Iron River Offices)**(Phone Conference)

REPRESENTING ADMINISTRATION: B. Adrian, K. Thekan, T. Wendt, J. Pelc, L. Dionne, M. Wendt

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA:

(Request for additional agenda items or for any items contained in the consent agenda to be removed from the consent agenda and placed on the regular agenda for discussion).

The agenda was amended to add Northpointe Endowment Fund Disbursement for 2013 from the Finance Committee Meeting Report and Elmer Updates from the Planning Committee Meeting Report to the agenda.

ACTION: Moved to approve the amended agenda as presented.

Motion by: M. DeGrave; supported by P. Erickson. **Motion carried unanimously**

APPROVAL OF THE CONSENT AGENDA:

(Consent agenda items are being presented for review and action by a single vote without discussion. If a member believes that an item requires discussion, then a request is made to pull that one item from the Consent Agenda and to add it to the regular agenda as an item to be discussed).

- a. Approval of the minutes from the November 26, 2012 regular monthly Board meeting
- b. Finance Committee Meeting Report-12/17/12
- c. Planning Committee Meeting Report-12/17/12
- d. MACMHB Executive Committee Meeting Report

ACTION: Moved to approve the consent agenda as presented.

Motion by: C. Spence; supported by A. Martin. **Motion carried unanimously.**

PRESENTATION: No presentation

CEO REPORT

Karen Thekan stated that her December 2012 CEO Report was in Board packets; she provided the following updates and highlights: Ms. Thekan also introduced Josef Pelc, Northpointe IT Director; Lisa Dionne, QI Manager; Terri Wendt, HR Director; and Bill Adrian, CFO to John Nelson.

State/Federal Activity:

- The first Michigan Association of Community Mental Health Boards (MACMHB) Annual Report was provided to Board members for their information. This report will also be included in the new Board member orientation manual.

- The Dual Eligibles plan will be implemented as a regional implementation for now versus a state-wide implementation of managed care for individuals with Medicaid and Medicare. The regions have not yet been announced where implementation will be taking place and when they are announced this information will be provided to all Board members.
- The Medicaid Autism benefit has been postponed until April 2013 and this will also be phased in.

Regional Activity:

- At the December regional Community Mental Health (CMH) Directors' meeting the Application for Participation (AFP) with the new regions was discussed. The AFP will be coming out within the next several weeks and NorthCare, as a region, has approximately one month to write their response for the AFP. What is being requested from the regional CMH's is a letter, which is the Notice of Intent to Apply (NOIA). The NOIA information was sent to Board members for their information/review. What the NOIA basically means is that as a region Northpointe agrees to submit the application as one region – the U.P. The signatures on the NOIA are due within a few weeks and the regional CMH directors will be meeting in Marquette on January 9 to sign it. The Board will need to provide their permission/approval for Ms. Thekan to sign the NOIA. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.
Action: A motion was made by P. Connors, supported by M. DeGrave that Northpointe approves working with the regional U.P. CMH agencies as a group and for Ms. Thekan to sign the NOIA. **Motion carried unanimously.**
- Part of the Poleski Bills, which have to do with the consolidation of the Coordinating Agencies into the Pre-Paid Inpatient Health Plan (PIHP), is that substance abuse has to have representation on CMH Boards in the future. This will go in effect in 2014 and moving forward in the next year at least one Board member on a CMH Board will need to have a substance abuse background.

Local Activity:

- Northpointe's non-Medicaid (General Fund-GF) Financial Status Report was recently completed. Northpointe experienced a \$224,000.00 deficit in GF which was taken out of the fund balance. Overall, GF revenue was down \$43,000.00 from the last year. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.
- The Northpointe Annual Report Calendar was provided to Board members for their information. This serves as Northpointe's annual report and Ms. Thekan will be attending the three county commissioners' meetings to present this information. At the February Board meeting, Board members will approve the annual report calendar under Unfinished Business.

MODELS FOR WAGE SCALES

Karen Thekan reviewed the following information: 1) Northpointe history of wage administration; 2) A wage increase scenario for a Community Support Aide & Bachelor Level Social Worker; 3) A proposed 10 step wage scale; 4) Wage adjustment comparisons of local CMH's and the counties; and 5) Annual inflation rate index comparisons. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan. The following additional information: a 12 step wage scale; employee benefit comparisons; Northpointe employee benefits; and starting wages will be provided to the Personnel Committee at their January 21 Personnel Committee meeting.

NORTHPOINTE ENDOWMENT FUND DISBURSEMENT FOR 2013

Karen Thekan stated that Northpointe has an endowment fund with the Dickinson Area Community Foundation. This year Northpointe has \$2,000.00 available for disbursement and Northpointe's policy states that "endowment monies will be used for the purpose of enhancing a consumer's quality of life through educational activities when other funds are not available", i.e., financing for a consumer conference, class, workshop. Ms. Thekan stated that in past years the funds available for disbursement have been rolled over into the next year and no funds have ever been taken from the endowment fund. The Finance Committee would now like the Board to discuss the \$2,000.00 available for disbursement this year: Does the Board like how the Endowment Policy is written or should it be looked at to make it more flexible to use the monies in a different way for consumers; should the available funds be rolled over into the next year; should the available funds be taken out at the beginning of the year or just a portion of the funds to set aside for use by a consumer for a conference, etc.? The policy statement would need to be changed in order to make it more flexible to spend available funds for consumers. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

Bill DeDie excused at 5:15 p.m.

Action: A motion was made by M. Negro, supported by C. Spence to approve to change the Endowment Fund Policy statement to: “All funds available from the Northpointe Endowment will be used for the purpose to enhance a consumer’s quality of life”. Further discussion ensued and miscellaneous questions were addressed by Ms. Thekan. **Action:**Ms. Negro asked that the above motion be amended; Ms. Spence amended her support. Further discussion ensued.

Action: A motion was made by M.Negro, supported by C. Spence to approve to change the Endowment Fund Policy statement to: “All funds available from the Northpointe Endowment will be used for the purpose to enhance a consumer’s quality of life with the Endowment Committee and Board approval”. **Motion carried unanimously.** Further discussion ensued and miscellaneous questions were addressed by Ms. Thekan and Bill Adrian. Ms. Thekan asked if the \$2,000.00 available for disbursement from the endowment fund should be taken out and set aside for use by consumers or let these available dollars roll over into the next year. Discussion ensued.

Action: A motion was made by M. Negro, supported by C. Spence to take \$1,000.00, from the \$2,000.00 available in the endowment fund and put into a fund at Northpointe for use by consumers.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy	X		Martin, Ann	X	
DeDie, William			Negro, Mari	X	
DeGrave, Marylee	X		Nelson, John	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Spence, Christine	X	
Luhtanen, Joan	X		Zevitz, Michael, Dr.	X	

Motion carried unanimously.

ELMER UPDATES

Millie Hofer asked if there would be any monetary cost in the near future as a result of the recent computer outage. Karen Thekan stated that the computer outage did not have to do with ELMER updates but she and Josef Pelc are still in the process of reviewing the computer outage and what expenses Northpointe incurred. Ms. Thekan stated that at this point in time no new computer equipment will need to be purchased and Northpointe will try and recoup costs/damages that were incurred.

NEW BUSINESS

- NorthCare Advisory Training Report-12/18/12
 Karen Raether stated that she, Karen Thekan, Bill Adrian, and Marylee DeGrave attended the training. Karen Thekan stated that an attorney presented information on the two options the State of Michigan has given the new regions to organize under: 1) the Urban Cooperation Act and 2) the regional entity as defined in the Mental Health Code. Ms. Thekan stated a decision on how to organize was not made at this meeting but there is an upcoming NorthCare Advisory meeting on January 21 where this will most likely be discussed further and decided on which option to go with. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

M. Hofer excused at 5:38 p.m.

UNFINISHED BUSINESS

- Approve 2013 Board of Director Meeting Calendar
 Karen Raether stated that the 2013 Board of Director meeting calendar needs approval and asked if there were any changes to it. The January 21 Finance Committee meeting will need to be changed to 10:00 a.m. to accommodate the January 21 11:00 a.m. NorthCare Advisory Committee meeting and the December 2013 Board meeting is scheduled for the day after Christmas. Karen Thekan provided a reminder that a Board meeting is not scheduled in 2013 in either Menominee or Iron River and all Board meetings will be held at the Kingsford office. Discussion ensued. Mari Negro stated that she is not happy with the idea of not going to Menominee County or Iron County for a Board meeting.
Action: A motion was made by C. Spence, supported by A. Martin to approve the 2013 Northpointe Board of Director meeting calendar with the following changes: The January 21 Finance Committee meeting will be changed to 10:00 a.m. and the December 2013 Board meeting will be scheduled to December 19, 2013. **Motion carried unanimously.**

- Approve Northpointe Board By-Laws
Karen Raether asked if there were any further discussion regarding the Northpointe Board By-Laws. No discussion.
Action: A motion was made by J. Luhtanen, supported by C. Spence to approve the Northpointe Board By-Laws with the recommended changes. **Motion carried unanimously.**
- Approve Northpointe Board Policies
Karen Raether asked if there were any further discussion regarding the Northpointe Board Policies. No discussion.
Action: A motion was made by M. DeGrave, supported by C. Spence to approve the Northpointe Board Policies with the recommended changes. **Motion carried unanimously.**

CHAIRPERSONS REPORT - K. Raether

- Ms. Raether attended the NorthCare Advisory training.
- A Great Lakes Executive meeting is scheduled for February 7. Survey results from the Great Lakes fall conference were provided to Board members for their information.
- The next NorthCare Advisory Council meeting will be held on January 21 at 11:00 a.m.
- Ms. Raether appointed John Nelson to fill the vacancy on the Personnel Committee until new committee assignments are made in April. Mr. Nelson accepted the appointment.

BOARD PREROGATIVE/AMBASSADOR MOMENT- No Board prerogative/ambassador moment.

PUBLIC COMMENTS- No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:50 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, January 31, 2013 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary