

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Monthly Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**January 8, 2015 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

Karen Raether, Board Chairperson, called the meeting to order at 4:04 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William		X		Negro, Mari		X	
Dehn, Janet	*X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	**X		
Hofer, Millie	*X			Spence, Christine	**X		
Luhtanen, Joan	*X			Zevitz, Michael, Dr.	**X		

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, M. Wendt

\*(video television conference from the Northpointe Iron River or Menominee office)

\*\* (phone)

**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 that the Northpointe Annual Report Calendar would be added to the agenda and Janet Dehn requested that the Updated Outcomes Report be added to the agenda. These two items were added under New Business.

**ACTION:** Moved to approve the amended agenda as presented.

**Motion by:** J. Nelson, supported by P. Freeman. **Motion carried unanimously**

**APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

There were no additions to the December 18, 2014 Board meeting minutes.

**ACTION:** Moved to approve the December 18, 2014 Board meeting minutes as presented.

**Motion by:** J. Nelson, supported by M. Zevitz. **Motion carried unanimously.**

**PRESENTATION:** No presentation

**ACTION ITEMS**

- **Finance** - There were no action items.
- **Personnel** - There were no action items.

Karen Thekan conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- Finance
  - a) Check Disbursement Report-Period Ending December 26, 2014  
Karen Thekan reviewed the following items in the check disbursement report: #72568-\$14,600.00 which is for renovations to the Lloyd House. Ms. Thekan stated that these costs are covered by the grant received for the Lloyd House. Ms. Thekan addressed questions regarding the following check numbers: #72610-\$19,968.60 which was for self-determination; #72558-\$6,240.00 which was for social security back-pay to an individual; and #72492-\$7,285.11 which was part of payroll. This item will move forward to the next meeting for approval.

b) Contracts-1-8-15

Karen Thekan reviewed the following contracts for 1-18-15 and addressed miscellaneous questions.

	<b>Name of Contract</b>	<b>Contract Type</b>	<b>Date of Contract</b>	<b>Old Rate</b>	<b>New Rate</b>	<b>Change</b>
A.	Dan Forrester, PhD, LMSW	Outpatient Therapy	12/1/14-11/30/15	N/A	\$100/hour and \$375/yearly assessment	N/A
This is a new contract for one individual.						
B.	Turning Leaf	SIP-Supported Independence Program	11/12/14-11/17/15	N/A	SIL Apt Program-High Intensity \$166.25/day CLS-High Intensity \$5.06/unit Psych Eval. \$337.50 E/M Est Patient \$187.50/rate Support Coord. \$32.00/unit Skill Bld. Group \$7.50/unit Vocational Training Services \$10.00/unit Indiv. Therapy \$90.00/rate Group Therapy \$60.00/rate DBT Indiv. Therapy \$95.00/rate DBT Group Therapy \$65.00/rate	N/A
This is a new residential contract to assist an individual with living independently.						
This item will move forward to the next meeting for approval.						

- Personnel

a) Employee Donation of Vacation/Sick Time for Co-Workers

Karen Thekan stated this item is a carry-over from the last Board meeting. Ms. Thekan further stated at this time there is not a draft policy to present for review and asked that this be carried forward to the next meeting. A draft policy will be provided for review at the next meeting. Millie Hofer stated that after reviewing the Northpointe attorney's opinion regarding this item there seems to be a discrepancy regarding what was provided. Ms. Hofer stated that in the first paragraph of the opinion it provides that the employee will be liable for taxes, the receiving employee will not be liable for any taxes and then in the second paragraph it provides that if the employee who is considered having received wages that the receiving employee who is considered having received wages and therefore is reasonable for the taxes and not the donating employee. Discussion ensued and the above information is correct as it is for two different scenarios Ms. Hofer also asked what the ultimate objective was - is the objective financial health existence or is the objective that the employment is protected. Ms. Thekan stated that this could be a little of both: the staff will still receive paid leave if they have vacation time and will be paid time for them. This item will be carried forward to the next meeting for discussion.

- Stakeholder Committee Applications  
Karen Thekan stated that applications have been received from 6 individuals for the 5 openings on the Stakeholder Committee. Of the 6 applications, 5 of them are applications from current committee members and 1 is a new application. The terms on the committee for members are for a 2 year period. Ms. Thekan reviewed the applications and addressed miscellaneous questions. This item will move forward to the next meeting for approval.
- Northpointe Annual Report Calendar  
Karen Thekan stated that the Northpointe Annual Report was recently completed and provided to the Board for their review. Ms. Thekan further stated this is Northpointe's annual report and will need to be Board approved at the next meeting. This item will move forward to the next meeting for approval.

K. Raether excused - 4:26 p.m.

- Updated Outcomes Report  
Janet Dehn asked if the Service Outcome performance indicator in the Outcomes Report is a new measure. Karen Thekan stated that this is not a new performance indicator and updated data for the Service Outcome performance indicators was provided to the Board. The previous data did not include the deaths of individuals regarding withdrawal from services and now does include this data. Ms. Dehn asked what is done with this indicator; what quality assurance measures are there for a purpose of improving/changing something for feedback to the staff or Board and is this occurring. Ms. Thekan stated that this indicator has been measured for one year and is one year's worth of data. It is being measured to look at making sure that individuals are successfully graduating out of services versus withdrawing for reasons that are more of dissatisfaction. Ms. Thekan stated that to measure the outcomes for this performance indicator you want to see that the percent continues to rise versus falling. Ms. Thekan also stated that the Outcomes Report is reviewed on a quarterly basis by the QI Committee.

J. Luhtanen, Vice-Chairperson, assumed the Chairperson position - 4:35 p.m.

#### **MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- NorthCare Board Meeting Minutes  
John Nelson asked what items were exactly approved in the December 10, 2014 NorthCare Board meeting minutes regarding the employee benefit package as the minutes are not specific to any of the items. Janet Dehn stated that she had the same concern as Mr. Nelson. Dr. Zevitz stated that the NorthCare Board members received in detail information for the NorthCare employee health insurance, benefits, etc. Mr. Nelson stated that everyone should also receive this detailed information so they know what was voted on. Discussion ensued. Dr. Zevitz stated that he has this information which will be forwarded to all Northpointe Board members.
- Northpointe Board Chair Report  
No discussion
- CEO Report  
No discussion
- Recipient Rights Committee Meeting Minutes  
No report  
**Action:** A motion was made by J. Nelson, supported by P. Freeman to place the above reports on file except for the Recipient Rights meeting minutes as there was no report to provide. **Motion carried unanimously.**

#### **BOARD COMMENT**

- John Nelson provided a reminder that information should be reviewed and questions asked before each Board meeting.
- Dr. Zevitz stated that the next NorthCare Board meeting is January 14, 2015. Dr. Zevitz asked Northpointe Board members if they would like the Northpointe representatives that are on the NorthCare Board to ask for reconsideration of the NorthCare staff benefit package that was approved prior to it being implemented. Discussion ensued. Consensus is to bring this issue up for reconsideration at the NorthCare Board meeting.
- Peggy Freeman asked if there is an opportunity, as a Board, to draft a formal letter expressing the displeasure on the action that the NorthCare Board took on the NorthCare staff benefit package. Discussion ensued. Consensus is that the Northpointe representatives that are on the NorthCare Board should bring this issue forward.

- Ann Martin stated that the above NorthCare issue discussed is discouraging because you negotiate contracts and it is a struggle to keep wage increases reasonable. There have been several instances with certain Boards that providing a 3% staff increase is very common and there is a level of government individuals that think they are entitled to these wages where the rest of the employees struggle by.
- Dr. Zevitz stated that he certainly will raise the issue at the NorthCare Board meeting to question the legality, of at least, the health benefit provision that was approved.

**PUBLIC COMMENTS** – No public comments

**ADJOURN**

Joan Luhtanen, Vice-Chairperson, stated the meeting adjourned. Meeting adjourned at 4:45 p.m.

The next regular Board meeting is scheduled for **Thursday, January 22, 2015 in Kingsford, Michigan at 4:00 p.m.**

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Karen Raether, Chairperson

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Joan Luhtanen, Vice-Chairperson

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Peggy Connors, Secretary

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Mary Wendt, Board Secretary