

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive, Kingsford, Michigan
November 19, 2009 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:10 p.m. Mary Wendt, Board Secretary, conducted the roll call.

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

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

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

Karen Raether, on behalf of the Board, wished Bernie Lang the best. Millie Hofer stated she talked with Mr. Lang; he is coming along fine and will maybe attend the December Board meeting.

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA: There were no additions to the agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: J. Pomeroy; supported by M. DeGrave. **Motion carried unanimously**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on September 24, 2009.

ACTION: A motion was made to dispense with reading the minutes from the September 24, 2009 Regular Board of Directors meeting and approve as written.

Motion by: P. Connors; supported by J. Luhtanen. **Motion carried unanimously.**

PRESENTATIONS:

- Fiscal Year (FY) 2008-09 Access Data – Dr. Joseph Cools

Karen Raether introduced and welcomed Dr. Joseph Cools, Northpointe Medical Director, and Gail Hall, NorthCare/Pathways Executive Director, to the meeting. Dr. Cools provided a power point presentation on FY 2008-09 Access Data for the region. Areas discussed were: year-to-year access comparison, UPHP referrals, waiting list summary, calls by payor category, General Fund (GF) dollars/waiting lists, and results from the physician access survey. Ms. Hall stated that if costs are exceeded for under-funded mandates, i.e., Adult Benefit Waiver, MI Child, and children’s waiver programs, then GF dollars are used to offset costs which then takes away from GF individuals that need to be served. At the state level the budget will be worse for the next year and there may be another 20% GF cut in February 2010. Ms. Hall also stated that at the U.P. regional Community Mental Health (CMH) directors’ meetings discussions are ongoing as to how the region can be more efficient and keep services cost effective. Questions were addressed by Dr. Cools and Ms. Hall.

Bill DeDie excused at 5:15 p.m.

- Michigan Association of Community Mental Health Boards (MACMHB) Fall Conference Report
 Karen Raether stated that she and Karen Thekan attended the MACMHB fall conference on October 19-20. Ms. Raether stated that the two main plenary speakers were consumers and chronicled their care which had a big impact on those in attendance at the conference. Karen Thekan stated that Janet Olszewski from DCH was at the conference and her message was that CMH’s cannot be forced to merge but by curtailing and shifting money

around they are going to force reorganization or consolidation of services. Ms. Thekan stated that Ms. Hall, at the regional director level, has brought this issue up a couple of times and the region needs to be realistic and start looking at how there can be more efficiencies, how as a regional group there can be savings, etc. Ms. Thekan stated that the rest of the country is starting to come out of the recession but Michigan is not.

RECIPIENT RIGHTS COMMITTEE REPORT – Ms. DeGrave

Ms. DeGrave highlighted the following from the October 12, 2009 Recipient Rights Committee Meeting Minutes:

1. Review of Recipient Rights Operating Budget
The operating budget for the Rights Office was reviewed by Bill Adrian. Loren Veaser provided that he would like compliment Mr. Adrian for keeping an accurate operating budget for the Rights Office.
2. Quarterly Rights Office Report
The Quarterly Rights Office Report for July, August, and September 2009 was reviewed by Kevin Newlin.
3. Decide Who Should Review Annual Recipient Rights Report Submitted to State
The Annual Recipient Rights Report that is submitted to the State will be reviewed by committee members at the November 13, 2009 Recipient Rights appeals process training. This training will be held from 9:30 a.m. - 1:30 p.m. on November 13 and committee members are encouraged to attend this training. Karen Thekan stated that this annual report will now be reviewed and approved by Board members and will be done at the December 17, 2009 Board meeting.
4. Vacancy on Recipient Rights Committee
Jean DeDie resigned from the Recipient Rights Committee due to the fact that she is now a Northpointe employee. A notice will placed in all three county newspapers advertising that there is a vacancy on the committee.
5. Committee Member Prerogative
The Recipient Rights audit was held in August and Northpointe scored a 284 out of 292. There was a citation and a plan of correction was done to correct it.

FINANCE COMMITTEE REPORT –J. Pomeroy

Ms. Pomeroy highlighted the following from the Finance Committee Meeting Minutes:

1. **ISSUE:** Review Bills - September 2009 and October 2009
Bills and payroll for September 2009 in the amount of \$1,503,895.11 were reviewed, discussed, and recommended for Board approval.
ACTION: A motion was made by J. Pomeroy, supported by M. DeGrave to approve bills in the amount of \$1,503,895.11 for September 2009 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			Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

Bills and payroll for October 2009 in the amount of \$1,856,165.46 were reviewed, discussed, and recommended for Board approval.

ACTION: A motion was made by J. Pomeroy, supported by P. Connors to approve bills in the amount of \$1,856,165.46 for October 2009 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			Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

2. **ISSUE:** Review Financial Statements – September 2009 and October 2009
The committee reviewed September 2009 financial statement and recommended for Board approval.

ACTION: A motion was made by J. Pomeroy, supported by M. DeGrave approve the September 2009 financial statement.

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			Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

The committee reviewed October 2009 financial statement and recommended for Board approval.

ACTION: A motion was made by J. Pomeroy, supported by E. Farragh to approve the October 2009 financial statement.

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			Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

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

- a. HomeLife, Inc. - Residential Services. Rate will remain at \$212/day. This is a renewal agreement for specialized residential services at a facility in Kalamazoo. Northpointe currently has two residents there.
- b. Schlaud AFC - Addendum to continue services. There is no change and the rate will remain at \$50/day. This is to continue an addendum that was added earlier in the year.
- c. St. Mary's Hospital - Psychiatric In-Patient. The old rate was \$1075.43/day and the new rate will be \$1118.00/day. This is a renewal agreement for in-patient psychiatric services.
- d. Adult Living Systems - Residential Services. The standard AFC rate is \$787.50 and the rate will be \$787.50. This is a new agreement for room and board services at a facility in Newberry. Northpointe currently has one resident there.
- e. Pathways - Residential Services. The rate will be 200.19/day. This is an agreement for specialized residential services at a facility in Newberry. There is currently one resident there.
- f. Marquette General Hospital - Inpatient Psychiatric Services. This is a renewal agreement for inpatient psychiatric services with MGH. The old rate was \$600/day and the new rate will be \$662/day.
- g. M&S Technologies - Sophos Security. This is a 3 year renewal of Sophos (virus protection) endpoint security and e-mail security for 250 users. The old rate was \$12,728 for 3 years and the new rate will be \$14,733.99 for the 3 years.
- h. Michigan Rehabilitation Services - Cash match. This is the cash match for Dickinson and Iron Counties. The rate will remain the same at \$5,277.
- i. Michigan Rehabilitation Services - Cash match. This is the cash match for Menominee County. The rate will remain the same at \$6,768.00

ACTION: A motion was made by J. Pomeroy, supported by M. DeGrave to approve all contracts/agreements as noted above. Miscellaneous questions were addressed by Bill Adrian and Karen Thekan.

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			Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

4. Miscellaneous

- Bill Adrian provided that an updated resolution needs to be drafted which states that Karen Thekan or

himself be authorized to sign purchase agreements and/or loan agreements.

ACTION: A motion was made by J. Pomeroy, supported by M. DeGrave to approve a resolution authorizing Bill Adrian, Chief Financial Officer, or Karen Thekan, CEO, to sign purchase agreements and/or loan agreements.

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			Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

- Bill Adrian provided that the loan for the Menominee office building expires in January 2010 and he would now like to consolidate two loans together: the Menominee Office building and Boyington Home in Iron River. Bids for the loan were advertised in all three county newspapers and were reviewed by Mr. Adrian. **ACTION:** A motion was made by J. Pomeroy, supported by M. DeGrave to approve the loan from the First National Bank in Iron Mountain at a rate of 4.25% for 5 years and closing costs will not exceed a \$1,000 total price.

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			Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

- Bill Adrian provided that a meeting was recently held with Jay Hillier to review employee health insurances costs for the last year and employee health insurance costs for the new year. Mr. Adrian also provided that Northpointe has trended very well for the last year and is looking at no increase to health insurance costs for next year. Mr. Adrian provided that one of the reasons why Northpointe is doing better in keeping health insurance costs down is that staff are doing a much better job of managing their health benefits. Judy Pomeroy stated that it was discussed at the Finance Committee meeting that possibly a vision benefit could be added as there would be no increased cost associated by doing this but after discussed it was recommended by the Finance Committee that health insurance rates should be kept the same and a vision benefit should not be added at this time.

ACTION: A motion was made by J. Pomeroy, supported by M. DeGrave to approve that employee health insurance rates be kept the same as last year's rate. Miscellaneous questions were addressed by Mr. Adrian.

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			Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

PLANNING COMMITTEE REPORT – J. Luhtanen

Ms. Luhtanen highlighted the following from the Planning Committee Meeting Minutes:

1. **ISSUE:** Review Karen Thekan's Goals for Upcoming Year

Rob Plumley requested that Ms. Thekan's goals for the upcoming year be discussed at the October Planning Committee meeting. Ms. Thekan's goals were decided for the upcoming year through the annual Board CEO evaluation process that was done in September 2009. As Mr. Plumley was not able to be present at the November 16 Planning Committee meeting this agenda item was tabled. Karen Raether stated that Mr. Plumley did provide an e-mail to her regarding the discussion of Ms. Thekan's goals and what Mr. Plumley is basically

looking for is that since Northpointe is doing a good job of being fiscally responsible and managing their funds he would like to see this stated some how in one of Ms. Thekan's goals. Ms. Raether stated that she responded to Mr. Plumley's e-mail to tell him this issue was tabled and the committee felt he should be present to discuss this issue.

ACTION: Review of Ms. Thekan's goals for the upcoming year was tabled and will be discussed at the December Planning Committee and Board meetings.

2. **ISSUE:** MACMHB Strategic Planning Process

Information was sent to Board members from the MACMHB regarding Board input for the MACMHB FY 2010 strategic planning process. If Board members would like to provide input in this strategic plan they can forward their input directly to MACMHB or to Mary Wendt by November 24. **ACTION:** Information

3. **ISSUE:** Draft of 2010 Board Committee & Board Meeting Dates

A draft for 2010 Board of Director and committee meeting dates were reviewed by Planning Committee members and a few changes were made to the meeting schedule. Joan Luhtanen reviewed the changes and asked if anyone had further input into the calendar dates. A final 2010 Board of Director and committee meeting dates will be provided. **ACTION:** Information

4. **ISSUE:** Stakeholder Advisory Committee Report

The October 6, 2009 Stakeholder Advisory Committee meeting was held at the Menominee office and Lisa Dionne highlighted information from the meeting. Ms. Dionne stated that there are four terms on the committee that will be expiring in December 2009 and ads for these vacancies were placed in the three local county newspapers. Joan Luhtanen stated that if anyone knows of an individual that would be interested in being a part of the committee be sure to let them know of these vacancies. **ACTION:** Information

5. **ISSUE:** Outcomes Report-4th Quarter

Performance indicators in the 4th quarter Outcomes Report were reviewed by Lisa Dionne. Ms. Dionne stated that for next year's Outcome Report standard mandated performance indicators will be kept, performance indicators that were met for all four quarters in 2009 will be discontinued, and new performance indicators will be implemented for areas that need to be monitored. Miscellaneous questions were addressed by Ms. Dionne. **ACTION:** Information

6. **ISSUE:** Plan of Correction (POC) for the MDCH Audit

The POC that was submitted to MDCH was reviewed by Lisa Dionne on the following areas that received citations: the home based time frame for seeing consumers 2 hours/week is documented correctly, children's diagnostic training hours for psychiatrists, health concerns are consistently addressed and identified in the person center planning process, ongoing consumer satisfaction, health assessment recommendations for follow-up, Oak Crest assisted living facility site review (which Northpointe contracts with) as access was not provided to auditors on personnel records/training files because Oak Crest's administrator was not available, face sheet information was not up-to-date, and time frame of clinician's signing plans is consistently and accurately recorded. Miscellaneous questions were addressed by Ms. Dionne. **ACTION:** Information

7. **ISSUE:** New Satisfaction Survey

Lisa Dionne provided and reviewed a suggested change to the consumer satisfaction survey which came about from a suggestion for improvement. The suggestion stated that consumers be provided with the ability on their consumer satisfaction survey form to identify area(s) or worker(s) that they were not satisfied with. Since this is a regional satisfaction survey form questions 1-10 cannot be changed but Northpointe could add an area for their own use on the form for a consumer to voice a concern if they are not satisfied with an area (s) or worker (s). This suggestion has been reviewed with QI members and will also be reviewed with Northpointe's peer specialists and Stakeholder Advisory Committee. Joan Luhtanen asked if Board members thought this should be added to the satisfaction survey. Discussion ensued and miscellaneous questions were addressed by Ms. Dionne. **ACTION:** Consensus of Board members is add an area on the consumer satisfaction survey form for a consumer to voice any concern(s) they may have with an area(s) or worker(s).

8. **Miscellaneous**

- Karen Thekan provided that Kingsford Assertive Community Treatment (ACT) team was officially certified by DCH on November 10 and is now up and running.

PERSONNEL COMMITTEE REPORT – K. Raether

Ms. Raether highlighted the following from the Personnel Committee Meeting:

1. **ISSUE:** Human Resources Quarterly Reports

The following reports for the 4th quarter were reviewed:

- Employee Injury/Accidents - There were 4 employee injuries for the quarter and 1 day of work missed.
- Separated Employees - There were 14 employees for the quarter that left Northpointe employment.

- Wage Increases - There were 54 employees in the quarter that received their annual performance review: 44 received a pay increase and 10 did not receive a pay increase due to being at the top of their pay scale. Of the 54 employees reviewed; 32 were hourly and 12 were salary.

ACTION: Information

2. **ISSUE:** Background Checks Policy

Karen Raether stated that the Background Checks policy was discussed at the November 19 Personnel Committee meeting and there were only two committee members present for the majority of the meeting. The following is an addition to Northpointe’s Background Checks Policy: *“Northpointe will conduct excluded parties checks on all Board Members at the website <http://exclusions.oig.hhs.gov> and www.epls.gov. Provider sanctions list and excluded parties lists will be monitored regularly by the Human Resources Department”*. Terri Wendt stated that above change to the policy is being done from a recent DCH site review and requires Northpointe to now do an excluded parties checklist of Board members. Ms. T. Wendt stated that Northpointe is primarily funded by Medicaid and Medicaid has certain guidelines for organizations receiving Medicaid funds. One of Medicaid’s guidelines is that in order to receive Medicaid money, individuals in the organization cannot have committed Medicaid fraud and excluded parties is a check on healthcare providers, i.e., drug stores, pharmacies, dentists, doctors, social workers, employees at a hospital, etc. Ms. T. Wendt stated that an excluded parties checklist is a requirement from DCH that Board members be checked as Board members have a decision making ability and are a governing body for the agency. A consent form is being provided for Board members to sign which gives their consent to be checked as an excluded party. Ms. T. Wendt stated that a social security number needs to be provided on the consent because when a name is searched and duplicate names come up under that one name then the social security number is used to narrow the search to the specific individual being checked. Ms. T. Wendt stated that this excluded parties checklist is also used for all Northpointe employees. Karen Thekan stated that the individuals at the committee had concerns with providing their social security numbers for the excluded parties checklist and asked Ms. Hall if she had any input into this issue. Ms. Hall stated that this is a requirement and Ms. Thekan stated that this comes out of the balanced budget act. Ms. T. Wendt stated that the excluded parties does not pertain to an individual that has committed a civic crime, i.e., shoplifting, etc. and only checks if an individual may have committed Medicaid fraud. Ms. Thekan stated that Board members are appointed to Northpointe’s Board by the county commissioners' offices and it would have to be stated in the newspaper ad that is done for Board vacancies that before an appointment would be made to Northpointe’s Board they would have to be cleared through an excluded parties check. Ms. Thekan further stated that when a current Board member now goes through the excluded parties checklist and would be found to have committed Medicaid fraud they would have to be removed from the Board. Ann Martin stated that this is an intrusion of government in her life and as a teacher she has nothing to do with Medicaid, etc. and should not be made to sign this form. Millie Hofer stated that objecting to signing this form is futile as this is a federal requirement. Ms. Martin stated that she can see checking employees, volunteers, etc. but cannot see why Board appointees need to be checked. Ms. Thekan stated that the Board does have the ultimate fiscal responsibility for Northpointe. Ms. Thekan also stated that if a Board member does not want to sign the excluded parties checklist consent form to write on the form “refused to sign” and she is not sure what will happen if this is done. Miscellaneous questions were addressed by Ms. T. Wendt and Ms. Thekan.

ACTION: A motion was made by E. Farragh, supported by M.DeGrave to approve the above stated addition to Northpointe’s Background Checks Policy.

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			Martin, Ann		X
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie			Spence, Christine	X	

8 ayes; 1 nay; Motion carried.

Ms.Raether stated that Board members can sign the consent and leave it in their Board folder for Mary Wendt.

3. **ISSUE:** Staff Salary Increases from 2005-2008 & Wage Administration Policy

Information from data compiled for staff salary increases from 2005-2008 for salary and hourly employees was reviewed by Terri Wendt and Karen Thekan. The Personnel Committee will meet again in December and the data provided will be further refined to reflect salary increases for the staff that provide services to consumers (direct care paraprofessional and professionals) and the administrative staff. Miscellaneous questions were addressed by Ms. T. Wendt and Ms. Thekan.

ACTION: This issue will be further reviewed and discussed at the December 14, 2009 Personnel Committee meeting.

4. Committee Member Prerogative/Miscellaneous

- A Personnel Committee meeting is scheduled for Monday, December 14, 2009 at 3:00 p.m.

CHAIRPERSONS REPORT – K. Raether

- The annual Board holiday get-together will be held after the December 17 Board meeting.
- Ms. Raether stated that she recently received a communication from Ms. Hall and since Ms. Hall was present at today's Board meeting Ms. Raether asked her to share her communication with the Board. Ms. Hall stated that she is just finishing up her first year as NorthCare/Pathways Executive Director. Ms. Hall further stated that she had sent a note to Ms. Raether telling her that Karen Thekan is a great CEO and asked her to share this with the Board. Ms. Hall stated that Ms. Thekan is a great team player, very supportive, and she has truly enjoyed working with Ms. Thekan and Northpointe over the last year.
- The Great Lakes Executive Committee will be meeting on December 7 at Northpointe.

CEO REPORT

Ms. Thekan stated that her October and November 2009 CEO report was in Board packets; she provided the following updates and highlights:

Federal Activity:

- The State is looking to cut 20% more in GF dollars in February 2010. Northpointe will continue working to make sure consumers are on Medicaid, work with the collaborative boards on a due structure to cover some costs for the half-time prevention coordinator position as this position is funded by the GF and cuts to consumer services is the absolutely last resort that will be done.

Ann Martin excused at 6:20 p.m.

Regional Activity:

- DCH has contacted NorthCare on the ARR document which is the five year plan for the region and what is needed to be focused on in the areas in this document. One of the areas in the ARR is achieving administrative efficiencies and it will be looked at what can be done as a region to create more efficiencies, i.e., recipient rights, training, reporting, etc. Northpointe staff are now using the LMS on-line training system and the LMS looks like it will be as an efficiency for the region as this will save time and money as individuals will not have to be sent to trainings and can do on-line training with the LMS.
- The regional year end fiscal report will be presented at the December NorthCare Board meeting.
- The NorthCare Advisory Council meeting was recently held and issues discussed were the: \$5,000 travel money that the Board association gives the region to offset some costs, Dr. Cools provided an access report, and the ELMER White Paper was reviewed.

Local Activity:

- The Kingsford ACT is up and running and three peer support specialists were recently certified as WRAP trainers which is a recovery model. The peer support specialists will now be able to help others consumers in the recovery model.
- On December 10, Bill Adrian and Ms Thekan will be attending the Dickinson County Commissioners meeting as a follow-up to the budget hearing to help them better understand Northpointe's finances.

OLD BUSINESS – No old business

NEW BUSINESS – No new business

BOARD PREROGATIVE

- Peggy Connors stated that Ann Martin had to leave the meeting early and she asked Ms. Connors to inquire if anything was happening with the Westwood Home. Bill Adrian stated that Northpointe will be leasing the Westwood Home to an AFC provider for the mentally ill. The AFC provider is now residing in the Stockbridge Home and will be moving this AFC facility to the Westwood Home.

PUBLIC COMMENTS

- Terri Wendt asked for clarification under the Finance Committee meeting report above when the Board made the motion to approve keeping the health insurance rates the same did this also include keeping the employee

contribution the same. Discussion ensued and consensus was that it was understood the intent was to keep employee health insurance rates and employee contribution the same as last year

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 6:28 p.m.

The next regular monthly Board meeting is scheduled for December 17, 2009, in **Kingsford, Michigan beginning at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary