

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

CALL TO ORDER/ROLL CALL:

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

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, 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: There were no additions to the agenda.

ACTION: Moved to approve the agenda as presented.

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 January 15, 2009.

ACTION: A motion was made to dispense with reading the minutes from the January 15, 2009 Regular Board of Directors meeting and approve as written.

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

PRESENTATION: Wellness Recovery Action Plan (WRAP) Program – Tracy Finn & Barbara Pancratz
 Tracy Finn and Barbara Pancratz, certified peer support specialists, provided information on peer support specialists and the WRAP program. Mr. Finn and Ms. Pancratz received their training to become certified peer support specialists through the Michigan Department of Community Health. Mr. Finn stated that a peer support specialist is an individual with a mental illness that works with consumers who also have a mental illness. A peer support specialist has had experiences with mental illness and provides encouragement, hope, assistance, understanding, and guidance that aids in one’s recovery. Peer support services are discussions, programs, and event groups within the mental health system that are led by individuals in recovery. Ms. Pancratz stated that WRAP is an individualized system for monitoring and responding to symptoms to achieve the highest possible level of wellness and long term outcomes from a recovery self-management focus. WRAP is a shift of focus in mental health care from symptoms control to prevention and recovery in terms of managing and reducing one’s symptoms from using self-help techniques and effectively reaching out and using a network of family members, friends, and health care professionals. Ms. Pancratz provided a brochure on the WRAP program. Questions were addressed by Mr. Finn and Ms. Pancratz.

FINANCE COMMITTEE REPORT – C. Spence

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

1. **ISSUE:** Bills and Payroll

Bills and payroll in the amount \$1,280,303.30 were reviewed, discussed, and recommended for approval.

ACTION: A motion was made by C. Spence, supported by P. Connors to approve bills 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		Martin, Ann	X	
DeDie, William	X		Pomeroy, Judy		
DeGrave, Marylee	X		Raether, Karen	X	
Hofer, Millie			Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	
Luhtanen, Joan	X				

Motion carried unanimously.

2. **ISSUE:** Final Fiscal Year (FY) 2008 Financial Statement and January 2009 Financial Statement
The committee reviewed the final FY2008 financial statement and January 2009 financial statement and recommended both for approval.

ACTION: A motion was made by C. Spence, supported by M. DeGrave to approve the final FY2008 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		Martin, Ann	X	
DeDie, William	X		Pomeroy, Judy		
DeGrave, Marylee	X		Raether, Karen	X	
Hofer, Millie			Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	
Luhtanen, Joan	X				

ACTION: A motion was made by C. Spence, supported by P. Connors to approve financial statement ending January 2009.

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	X		Pomeroy, Judy		
DeGrave, Marylee	X		Raether, Karen	X	
Hofer, Millie			Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	
Luhtanen, Joan	X				

Motion carried unanimously.

3. **ISSUE:** Contract(s)/Agreement(s)
- a) Rivers Breeze AFC – A new agreement for specialized personal care and CLS for one individual. The rate is \$56.30 per day.
 - b) Copper County CMH – This is a BOFR agreement for CCCMH to provide mental health services to an individual placed by DHS in foster care in Houghton. The rates will be the U.P. agreed upon rates for therapy.
 - c) Goodwill Farm – This is a new agreement for specialized residential placement in Houghton for one adolescent from Iron Co. but will now not need to be approved as the consumer was not accepted.
 - d) Pro Serv. Inc – This is a new agreement for temporary assistance in the medical records department for the transition to the electronic medical record system. The cost is the hourly wage plus 1.5% to cover payroll taxes, insurance and worker’s comp (i.e., paying someone \$9.00/hr would cost NBHS \$13.72/hr).
 - e) Goodwill Industries – This is an addendum to adjust the rate for some of the consumers in Carney from \$5.40 per hour to \$7.40 per hour due to Goodwill’s financial difficulty at that site (i.e.: a lot of closure due to weather and illness).
 - f) Pathways – This is a new agreement for crisis support and pre-admission screenings when a consumer from one of Northpointe’s three counties is seen by Pathways in their catchment area: crisis support-\$70 per 15 minute unit and \$193.84 for a pre-admission screening. This agreement is pending approval by all the regional U.P. community mental health agencies.
 - g) Dickinson Pediatric Clinic – Bill Adrian provided that this contract was presented for informational purposes at the January 2009 finance meeting but will not be presented for approval as the pediatric clinic now does not have available time to provide pediatric services to Northpointe.

ACTION: A motion was made by C. Spence, supported by M. DeGrave to approve contract/agreements a, b, d, e, and f as noted above. Miscellaneous questions were addressed by Bill 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		Martin, Ann	X	
DeDie, William	X		Pomeroy, Judy		
DeGrave, Marylee	X		Raether, Karen	X	
Hofer, Millie			Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	
Luhtanen, Joan	X				

Motion carried unanimously.

PLANNING COMMITTEE REPORT – J. Luhtanen

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

1. **ISSUE:** Stakeholder Advisory Committee Meeting Report

The following from the February 3, 2009 Stakeholder Advisory Committee meeting that was held at the Kingsford office was highlighted by Lisa Dionne: Christina Estebo was introduced as she was a new member on the Stakeholder Committee; a presentation on home based services was provided by Missy Gauthier and Nichole Carr; the substance abuse brochure was reviewed and approved by committee members and is now ready for distribution; the community stakeholder satisfaction and needs survey results were reviewed; and a brochure on the annual Walk-A-Mile in Lansing was provided for information; **ACTION:** Information

2. **ISSUE:** AFC Homes

Joan Luhtanen stated that she brought up the issues of AFC homes for discussion because in Iron County there are no AFC homes and what could be done to help facilitate an AFC home opening there. Karen Thekan provided that recently ads were placed in the local newspapers asking if there were individuals interested in opening an AFC home in Iron County but no interest was shown. Ms. Thekan provided that if anyone knows of someone that would be interested in opening an AFC home in Iron County they should contact Northpointe. Northpointe would certainly help/guide anyone interested to understand the ins and out of running a home. **ACTION:** Information

3. **ISSUE:** Pines Group Home

Laurie Whear, Director of Developmental Disabilities, provided information that the lease for the Pines Group Home will expire in November 2010. The lease for the Pines Group Home was a long term lease with the State of Michigan which began in 1990. Planning will need to begin in regards to what should be done before the lease expires and a letter was sent to the owner of the home to set up a meeting to begin discussing the future of the home. This issue was being presented for informational purposes only at this time. Miscellaneous questions were addressed by Ms. Thekan. **ACTION:** Information

4. **ISSUE:** Assertive Community Treatment (ACT)

Karen Thekan stated that with the leaving of Dr. Razdan, the ACT team in Menominee was disbanded in November 2008 and the Kingsford ACT was disbanded approximately one year ago. One of the requirements for ACT is that a physician must be part of the ACT treatment team make-up. A letter has been received from the State of Michigan and NorthCare stating that per the Medicaid requirements there needs to be at least one ACT team within Northpointe's catchment area and Northpointe has until the end of the fiscal year (September 2009) to implement an ACT team. Ms. Thekan stated that per NorthCare's recommendation the ACT team should be located in Dickinson County based on volume, number of consumers, and would be centrally located. Miscellaneous questions were addressed by Ms. Thekan. **ACTION:** Information

5. **Miscellaneous**

- Bill DeDie stated that the annual Northpointe NAMI lunch is May 15 at Pine Grove Country Club in Iron Mountain. Joan Luhtanen stated that she strongly encourages everyone to attend the NAMI luncheon as it is a very worthwhile event.

PERSONNEL COMMITTEE REPORT – P. Connors

Ms. Connors highlighted the following from the Personnel Committee Meeting which was held at 3:00 p.m. before the Board meeting:

1. **ISSUE:** Wage Administration

Peggy Connors stated that staff wage increases were discussed at the January 15, 2009 Board meeting and the Board had questions regarding the 0-4% wage increase that staff receive on their annual performance review.

Bill Adrian provided and reviewed a report of salary comparisons for the last 6 years and Terri Wendt provided and reviewed a report of hourly and salary staff wages increases for January 2009. Ms. Connors stated that after discussing these two reports at the Personnel Committee meeting no recommendation was being made at this time to change the percent of annual staff wage increases. Karen Thekan stated that wage increases will continue to be reviewed and further standardization in the employee annual review process will occur. Miscellaneous questions were addressed by Ms. Thekan. **ACTION:** Information

CHAIRPERSON REPORT - K. Raether

- The first NorthCare Advisory Council meeting was held on January 29 and was attended via video teleconference from the Kingsford Northpointe office. The next Advisory Council meeting will be held in April.
- The Board Association has contacted Great Lakes and asked them to hold a conference in April. The Great Lakes Executive Committee is meeting March 24 to discuss this conference and more information will be provided to Board members on the conference after this meeting.
- A memo was received from the Board Association stating that they want more Board member involvement in the Board Association: 1) that each Pre-Paid Inpatient Health Plan (PIHP, i.e., NorthCare) to appoint a representative to a board member involvement subcommittee, and 2) each community mental health (CMH) agency appoint a coordinator so the coordinator can then provide Board Association information to their CMH Board. Ms. Raether stated that she is willing to be this coordinator. Consensus of Board members is that Ms. Raether submit her name to the Board Association to be the coordinator for Northpointe.
- There are two terms on the Northpointe Board of Directors from Dickinson County that will expire in March 2009. The Dickinson County Commissioner office has advertised for these vacancies.
- Board members should begin thinking about what committee(s) they would like to be assigned to as Board committee sign-up will done at the March Board meeting and appointments will then made at the April Board meeting.

CEO REPORT

Ms. Thekan stated that her February 2009 CEO report was provided in Board folders; and provided the following updates and highlights:

Federal/State Activity:

- The governor's budget will now change due to the implementation of the federal stimulus package being passed. There will definitely though be an increase in Medicaid funding and a cut to General Fund dollars. The Adult Benefit Waiver will be continued until the end of the year but the State of Michigan is now trying to figure a way to keep this program going.
- The state has just released the new Application for Renewal and Recommitment (ARR) project for CMH's to submit information on how they will be doing quality improvement projects, increasing services to children and developmentally disabled individuals, implementing best practices and supported employment.
- The state directors' meeting is scheduled for March 2-3 in Lansing and Ms. Thekan will be attending this meeting.

Regional Activity:

- There was a regional U.P. directors' meeting on February 11 and it was discussed that there be a more joint effort done on CMH information being provided to the communities. Dr. Cools, NorthCare Medical Director, and Dr. Milsner, U.P. Health Plan Medical Director, will be working together to educate community physicians.
- A flyer on regional public forums for people with developmental disabilities and their families was provided for Board member

Local Activity:

- Congratulations to Patty Webber and all staff involved in a recent study/project implemented approximately one year ago on healthy lifestyle choices for consumers at the Phoenix Center and the Gathering Pointe that was spearheaded with Pfizer. Northpointe was the first CMH in the country to participate in this project and Pfizer will publish Northpointe's results. There have been positive results seen with consumers in regards to increased activity, loss of weight, and nutritional choices.

OLD BUSINESS - No old business

NEW BUSINESS – No new business

BOARD PREROGATIVE

- Rob Plumley asked general questions about health insurance benefits.

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:33 p.m.

The next regular monthly Board meeting is scheduled for March 19, 2009, in **Kingsford, Michigan beginning at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary