

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive, Kingsford, Michigan
March 18, 2010 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:00 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		

at 4:25 p.m.

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, B. Reid, M. Wendt, C. Adrian

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

APPROVAL OF THE MINUTES:

Karen Thekan stated that the February 18, 2010 Board meeting minutes needed to be changed to reflect under Planning Committee Report-Miscellaneous: That it is Melody's AFC Home closing not Elaine's AFC home.

ACTION: A motion was made to dispense with reading the minutes from the February 18, 2010 Regular Board of Directors meeting and approve with the above stated correction.

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

PRESENTATIONS:

- Karen Thekan stated that Judy Pomeroy has been a Northpointe Board member for 15 years and she will be greatly missed on the Board. Ms. Thekan presented Ms. Pomeroy with a certificate of appreciation and further stated that Ms. Pomeroy has been the treasurer and chairperson of the finance committee. Karen Raether thanked Ms. Pomeroy, on behalf of the Board, for her years of service and her work as Northpointe's treasurer. Ms. Pomeroy thanked the Board and stated that it was an honor to serve on the Northpointe Board and she will very much miss being a part of Northpointe's Board of Directors.
- Occupational Therapy Services/Children Services – Connie Smith, Occupational Therapist
 Connie Smith stated that an Occupational Therapist (OT) is a skilled professional who helps people to maintain/regain the ability to live their life at their highest practicable level of independence. An OT looks at the whole person, physical and emotional, while taking into consideration their life roles such as are they a child, student, their environmental impact such as is the home environment accessible, and the person's goals. The OT uses many theories and models for practice but the foundation is strength based. Areas of need are identified through an evaluation and goals are developed. Areas of strength are then used as the starting point for treatment intervention. Simply stated, an OT is a problem solver, looking for solutions and helping others to see these solutions as a possibility rather than a disability. Ms. Smith reviewed OT services that are provided at Northpointe, highlighted some diagnoses of individuals that receive OT services, and stated that the number of current Northpointe consumers (children and adults) on her caseload receiving services is 78.

Chris Spence present at 4:25 p.m.

Ms. Smith also provided the occupational services outcomes at Northpointe and how these may impact the child. Ms. Smith stated that additional information on autism can be accessed at: www.autismspeaks.org. Questions were addressed by Ms. Smith.

FINANCE COMMITTEE REPORT – J. Pomeroy

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

1. ISSUE: Review Bills

Bills and payroll in the amount of \$1,228,334.67 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 \$1,228,334.67 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			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

Motion carried unanimously.

2. ISSUE: Review Financial Statement – February 2010

The committee reviewed February 2010 financial statement and recommended for Board approval.

ACTION: A motion was made by J. Pomeroy, supported by M. DeGrave to approve the February 2010 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			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann	X	
DeGrave, Marylee	X		Pomeroy, Judy	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

Motion carried unanimously.

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

a.	Berkley Court	Specialized residential	No change in rate: \$145.00/day
	This is a renewal agreement for specialized residential treatment for one individual.		
b.	Gogebic CMH	BOFR agreement	Rate: Varies
	This is a BOFR agreement with Gogebic for one adult who moved to Gogebic County from an AFC home in Dickinson County to be closer to family. Operates like a single case agreement.		
c.	Anderson, Tackman & Co, PLC	Financial Audit	\$10,000-No change in rate
	This is a renewal agreement with the CPA firm of Anderson Tackman to complete a full financial audit annually as mandated by the State.		

d.	Jim's Escort Service	Transportation	No change in rate: \$.75/mile
	This is a renewal agreement for transportation services to our consumers in crises to and from the psychiatric hospital stay.		
e.	Erickson AFC	Specialized residential	No change in rate: \$35.19-total for both/day
	This is a renewal agreement for specialized residential treatment for two individuals. This home is located in Harris, MI.		
f.	Wakeham Residential Services	Specialized residential	Old Rate-\$157.11 New Rate-\$357.11
	This is an addendum for a new resident at the Lighthouse who was discharged from the State Hospital and requires 24 hour; 1 to 1 staffing for the initial 30 days. As the resident adjusts the rate will go to the normal daily rate of \$157.11.		
g.	Dale Schmeisser, PhD	Dietician	No change in rate: \$50.00/hour
	This is a renewal agreement with Dale for dietary services who provides services to all of our homes and on an as needed basis to consumers with eating disorders.		
h.	Morgan, Birge & Associates, Inc	Phone Support System	\$7,800/year This replaces current contract for a saving of \$364/month
	NBHS would like to sign with Morgan Birge for Avaya phone system support in place of Avaya. This will be a savings of \$364 / month. Note: there will be a 5% discount if paid on annual basis.		

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.

ROLL CALL VOTE:

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

Motion carried unanimously.

PLANNING COMMITTEE REPORT – J. Luhtanen

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

1. **ISSUE:** Written Plan for Professional Services

The Written Plan for Professional Service was previously reviewed at the February Planning meeting and Joan Luhtanen asked if there were any additional questions regarding it. This plan includes all the services that are offered at Northpointe and is reviewed annually by the Board. Karen Thekan reviewed the main changes to this plan and addressed questions.

ACTION: A motion was made by M. Hofer, supported by J. Luhtanen to approve the Written Plan for Professional Services. **Motion carried unanimously.**

2. **ISSUE:** Quality Assessment & Performance Improvement Program (QAPIP)

The QAPIP was previously reviewed at the February Planning meeting and Joan Luhtanen asked if there were any additional questions regarding it. The QAPIP is reviewed annually by the Board. Karen Thekan reviewed the main changes to the QAPIP and addressed questions.

ACTION: A motion was made by M. Hofer, supported by M. DeGrave to approve the QAPIP. **Motion carried unanimously.**

3. **ISSUE:** Annual Performance Improvement Plan-Fiscal Year 2010

The Annual Performance Improvement Plan for Fiscal Year (FY) 2010 was previously reviewed at the February Planning meeting and Joan Luhtanen asked if there were any additional questions regarding it. Ms. Luhtanen reviewed the main changes to the plan.

ACTION: A motion was made by J. Luhtanen, supported by W. DeDie to approve the Annual Performance Improvement Plan-FY2010. **Motion carried unanimously.**

4. **ISSUE:** Recipient Rights Application for Vacancies on Recipient Rights Committee

Joan Luhtanen stated that the Recipient Rights Advisory Ad Hoc committee met to review applications to fill four vacancies on the Recipient Rights Board and reviewed this committee's recommendations to fill the

vacancies. Ms. Luhtanen further stated that Planning Committee members reviewed the applications and provided their recommendations to fill the vacancies. The applications were also provided to all Board members for their review.

ACTION: A motion was made by J. Luhtanen, supported by M. Hofer to approve the reappointments of Myra Christophersen, Carol Thomas, and Gail Dixon and the new appointment of Brian Saul Nord-Grenier each for a 3 year appointment on the Recipient Rights Advisory Committee. **Motion carried unanimously.**

5. Miscellaneous

- 1st Quarter Outcome Report
The 1st Quarter Outcomes report was provided and reviewed by Lisa Dionne. Joan Luhtanen stated that on a few performance indicators there was no data available for them as the ELMER reporting process is still a work in progress. Ms. Luhtanen reviewed the Children with Mental Illness and Medication performance indicators on the Outcomes Report.
- Bill DeDie stated that the annual NAMI/Northpointe luncheon is scheduled for Friday, May 14 at Pine Grove Country Club. Speakers for this year's luncheon will be Phil Gardiepy-Hefner who will be presenting on mental health first aid and a group from Oakland County who will be presenting on "Stomp the Stigma".
- Karen Thekan stated that there is an organizational meeting on Thursday, March 18 at 6:30 p.m. in the Northpointe administrative conference board room to begin organizing the 2nd Out of the Darkness Community Walk for Suicide Prevention and everyone is invited to attend this meeting.
- Joan Luhtanen stated that she asked if there had been interest shown from any individuals to replace Dr. Cools when he retires. Karen Thekan stated that there is a very strong possible candidate to replace Dr. Cools and she will be able share information on this candidate at the April Board meeting.
- Joan Luhtanen stated that she also asked if there was any new information regarding the State budget. Karen Thekan provided that there still may be a possible General Fund (GF) cut for this budget year but Medicaid remains stable. Negotiations are in progress for FY2011 and the senate just voted out of committee a \$54 GF cut for mental health in FY2011.
- Bill DeDie stated that the V.A. Hospital is looking for individuals from across the U.P. to serve on a Behavioral Health Advisory Council Board for veteran's mental health. Karen Thekan provided that Ray Hamm recently dropped off applications for this advisory council board and if anyone would like an application and more information on this to contact her.

CHAIRPERSONS REPORT – K. Raether

- Ms. Raether named a nominating committee consisting of Chris Spence, Marylee DeGrave, and Peggy Connors. Ms. Spence will be the chair of this committee and provide a report at the April Board meeting a slate of officers for election. The nominating committee meeting is scheduled for Monday, April 19 at 11:30 a.m.
- A Personnel Committee meeting is scheduled for Thursday, April 22 at 3:00 p.m. before the April Board meeting.

CEO REPORT

Ms. Thekan stated that her March 2010 CEO report was in Board packets; she provided the following updates and highlights:

Federal Activity:

- Ms. Thekan is now attending, via VTC, two committee meetings for the Board Association: the Children's Committee and Members Services Committee and she was appointed co-chair of the Member Services Committee. The Children's Committee discussed at their last meeting that the MI Child program may be run through the health plans. The MI child program serves the mild-moderate children. The State is asking Community Mental Health (CMH) staff to go through required trainings for the Evidence Based Best Practices and it is now being asked by CMH's how can they sustain and pay for these trainings as there is a huge time commitment and cost involved. This issue will be further discussed at an upcoming Member Services meeting.
- The Board Association's strategic plan will be sent out soon for review by Board members.
- The Member Services Committee is implementing Board member forums across the State. These forums will give Board members, who cannot attend the Board Association conferences downstate, the opportunity to network with other Board members and attend educational presentations. There is a U.P. Board Association forum scheduled in Escanaba on May 14 (starting in the evening) and May 15 at The Terrace Hotel. Registration forms and further information will be sent out soon on this forum. Information on the Member Services annual

PAC campaign is also provided in Board folders for review.

- Mike Head recently presented to the senate sub-committee on history, State operated services, closing of the State Hospitals, etc. and this information was provided in Board folders for review. If anyone has questions after reviewing it they can contact Ms. Thekan.

Regional Activity:

- Pathways named John Basse (who was their CFO) as CEO of Pathways.

Local Activity:

- Northpointe's quarterly county administrators' meeting was recently held.
- Ms. Thekan has been attending staff meetings across all three counties and will be presenting ideas/concerns from staff to the Board once all meetings are completed.
- There has been two inquiries from individuals regarding possibly starting adult foster care homes in Iron River which is very good news.
- Ms. Thekan will be attending a Director's Forum meeting in Lansing on March 23 and a State Quality Conference meeting in Lansing on March 31.

OLD BUSINESS - No old business

NEW BUSINESS - No new business

BOARD PREROGATIVE

- Joan Luhtanen stated that Jim DeGuzman, who used to work as a Northpointe van driver in Iron County, recently passed away. Ms. Luhtanen stated that Mr. DeGuzman touched many individual's lives, was a very wonderful person, and expressed sympathies to his family.
- Ann Martin asked if the final fiscal year 2009 financial statement could be further reviewed at the April Board meeting to take time as a Board to summarize the year and plan for the future. Karen Thekan stated that this certainly could be done and will be put on the April Board agenda.

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Rather stated the meeting adjourned. Meeting adjourned at 5:31 p.m.

The next regular monthly Board meeting is scheduled for April 22, 2010, in **Kingsford, Michigan beginning at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary