

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

CALL TO ORDER/ROLL CALL:

Karen Raether, 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>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			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: J. Pomeroy; supported by J. Luhtanen. **Motion carried unanimously.**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on February 19, 2009.

ACTION: A motion was made to dispense with reading the minutes from the February 19, 2009 Regular Board of Directors meeting and approve as written.

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

PRESENTATION: No Board presentation

FINANCE COMMITTEE REPORT – J. Pomeroy

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

- ISSUE:** Bills and Payroll

Bills and payroll in the amount \$1,157,820.24 were reviewed, discussed, and recommended for approval.

ACTION: A motion was made by J. Pomeroy, 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	X	
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:** The committee reviewed February 2009 financial statement and recommended for approval.
ACTION: A motion was made by J. Pomeroy, supported by P. Connors to approve financial statement ending February 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	X	
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)
- Alpha House – A new agreement for specialized personal care and CLS for one adolescent in Hart Michigan. The rate is \$170.21 per day.
 - Forestland Residential Services – This is a new agreement for specialized personal care and CLS for one adolescent in Iron River, MI. The daily rate is \$148.79.
 - Jim’s Escort Service – This is a new agreement for emergency transportation services in Menominee Co. The rate is \$.75 per mile with an additional \$.25 per mile if a second person is needed.
 - Triple A Lawn Care – This is a renewal agreement for lawn care for the Belgium Pointe Home. The rate remains \$80.00/cut.
 - UPCAP – Possible contract with UPCAP for OT services. The rate is \$51.00 per hour for a possible one day per week.
 - Cornerstone AFC – This is a renewal agreement for specialized personal care and CLS for one adult in Bangor Michigan. The rate is \$150.00 per day. NBHS keeps the SS payments.
 - Marquette General Hospital – This is a new agreement for inpatient psychiatric services. The daily rate is \$683.00 per day when Provider psychiatrist is the treating psychiatrist and \$615.00 per day when the CMH psychiatrist is the treating psychiatrist, inclusive of all provided services, within 30 days of receipt of a valid clean claim. The per diem rate is all-inclusive with the exception of an inpatient ECT which will be reimbursed at \$675.00 per treatment. This contract is still in the process of being negotiated and the rates listed here would be the maximum rates that would be agreed to.

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

Motion carried unanimously.

4. Miscellaneous
- Bill Adrian provided that the regional directors and finance officers from all the U.P. community mental health (CMH) agencies met on March 13 in Marquette and one issue discussed was that the adult benefit waiver (ABW) program will be continuing.
 - Bill Adrian stated that an employee has requested to buy service time from the Municipal Employee’s Retirement System (MERS) of Michigan. In August 2007, the Board approved that this same employee be permitted to buy additional service time and the employee is now requesting to buy an additional generic 2 years and 8 months and will pick up the full cost for this. By doing this the employee will be receiving 2 years and 8 months more of service time in the MERS retirement plan. Mr. Adrian stated that this does not

go towards vesting but once the employee is vested it will give them extra years to figure their Northpointe retirement at. This request does require Board approval/resolution for the employee to purchase the additional service time. Miscellaneous questions were addressed by Mr. Adrian.

ACTION: A motion was made by B. Lang, supported by P. Connors to approve the resolution for the employee's application for additional credit service time with MERS.

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	X	
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:** 1st Quarter Outcomes Report
Joan Luhtanen stated that the 1st Quarter Outcomes Report was reviewed/discussed at the Planning meeting and reviewed the following performance indicators with the Board: individual plan of services/periodic reviews; children services; Medicaid applications; and staff trainings. Miscellaneous questions were addressed by Karen Thekan. **ACTION:** Information
2. **ISSUE:** Employee Satisfaction Survey Fiscal Year (FY) 2008 Results
Joan Luhtanen stated that the Employee Satisfaction Survey results for FY2008 compared to last year's survey results, as far as percent wise, were comparable but overall this year there were more negative comments provided from staff. Ms. Luhtanen further stated that she has heard that some staff are not happy with the change in the shift scheule. Karen Thekan stated that from this year's survey results, what stood out the most, was that staff do not feel appreciated or valued as an employee. Northpointe's Team Fish committee will meet to discuss implementing for staff an appreciation/recognition award system. Ms. Thekan also stated that she holds staff meetings in all of the three counties but typically group home staff do not attend these meetings so in the upcoming year she will be attending more group home staff meetings to talk with staff if there are issues they would like to discuss. Miscellaneous questions were addressed by Ms. Thekan. **ACTION:** Information
3. **ISSUE:** Written Plan for Professional Services
Joan Luhtanen reviewed the changes to Northpointe's Written Plan for Professional Services. Ms. Luhtanen stated that this document includes all the services that are offered at Northpointe and is reviewed annually for Board approval. Miscellaneous questions were addressed by Karen Thekan. **ACTION:** A motion was made by J. Luhtanen, supported by R. Plumley to approve Northpointe's Written Plan for Professional Services. **Motion carried unanimously.**
4. **ISSUE:** Northpointe 2009 Quality Assessment & Performance Improvement Program (QAPIP)
Joan Luhtanen reviewed the changes to Northpointe's 2009 QAPIP and stated that the QAPIP is reviewed annually for Board approval. Karen Thekan stated that this plan outlines the structure for the quarterly outcomes report. **ACTION:** A motion was made by J. Luhtanen, supported by M. DeGrave to approve Northpointe's 2009 QAPIP. **Motion carried unanimously.**
5. **ISSUE:** Northpointe 2009 Accessibility & Accommodations Plan
Joan Luhtanen stated that Northpointe's Accessibility & Accommodations Plan is reviewed annually for Board approval and that it outlines how an individual, if they are hearing impaired, do not speak English, etc. are accommodated to be able to receive services. Karen Thekan stated that there are no changes to the plan for this year and that the plan is a CARF requirement. **ACTION:** A motion was made by J. Luhtanen, supported by P. Connors to approve Northpointe's 2009 Accessibility & Accommodations Plan. **Motion carried unanimously.**
6. **ISSUE:** Recovery Conference for Consumers

Joan Luhtanen reviewed information from NorthCare on a conference for mapping mental health recovery in the community. The conference is being offered in the U.P. during the month of April for consumers, clinicians, and community stakeholders to attend. Karen Thekan stated that if a Board member would like to attend the conference they should contact Mary Wendt by April 8. Miscellaneous questions were addressed by Ms. Thekan.

ACTION: Information

7. **ISSUE:** Recipient Rights Advisory Ad Hoc Committee Report & Recipient Rights Applications for Vacancies on Recipient Rights Committee

Joan Luhtanen stated that there are four vacancies on the Recipient Rights Advisory committee. The Recipient Rights Ad Hoc committee recently met and made their recommendation for Board approval that Ceil Atanasoff, William Bouchard, Jean DeDie, and Loren Veaser be reappointed to the committee.

ACTION: A motion was made by J. Luhtanen, supported by J. Pomeroy to approve the reappointments of Ceil Atanasoff, William Bouchard, Jean DeDie, and Loren Veaser each for a 3 year appointment on the Recipient Rights Advisory Committee. Miscellaneous questions were addressed Ms. Raether and Karen Thekan. **Motion carried unanimously.**

8. **ISSUE:** Drop-In Center in Menominee County-Update

Karen Thekan stated that Dave Block, Menominee County Site Director, is in the process of putting together a proposal to implement a drop-in center in Menominee County and once the proposal is finalized it will be presented. Miscellaneous questions were addressed by Ms. Thekan. **ACTION:** Information

9. **Miscellaneous**

- Postings for positions on the ACT team will soon be done. Permission has been received that a nurse practitioner can be used instead of a physician as part of the ACT team.
- Information from NorthCare on a second series of public forums that will soon be held was provided to Board members.

CHAIRPERSON REPORT - K. Raether

- The Great Lakes Executive committee will be meeting on March 24 to discuss the issue that the Board Association is requesting that a conference be scheduled in April in the U.P. for all of the U.P. regional CMH agencies to attend. Once the Great Lakes Executive committee decides if a conference will or will not be held Board members will be notified.
- A committee sign-up sheet was provided for Board members to sign up for committee assignments which will be announced at the April Board meeting.
- Ms. Raether named a nominating committee consisting of Judy Pomeroy, Rob Plumley, and Peggy Connors. Ms. Connors will be the chair of this committee and they will meet and then provide a report at the April Board meeting a slate of officers for election.
- The Board Association is looking for nominations for election of officers and information on this was provided to Board members.

CEO REPORT

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

Federal/State Activity:

- The two day state directors' meeting was held on March 2 & 3 which Ms. Thekan attended in Lansing. Some issues discussed were: the shortfall of General Fund monies that many of the state CMHs are experiencing, the closing of Mt. Pleasant, the budget status, the state looking at changing the allocation/redistribution of General Fund dollars, and the how the federal stimulus package will affect the state.
- An executive summary from NAMI's state report cards was provided for Board member information.

Regional Activity:

- Every month Ms. Thekan will continue to e-mail information from the NorthCare/Pathways Board re: their committee meeting minutes, Board agenda, etc. to Northpointe Board members for their review. Board members are invited to attend the NorthCare/Pathways Board meeting via VTC from the Kingsford office and they can contact Ms. Thekan or Mary Wendt if they plan on attending.

- On March 13 the U.P. regional directors and finance officers met. Some issues discussed were: General Fund dollars are tight for some of the regional CMHs; Medicaid monies continue forward for all of the regional CMHs; and the regional electronic medical record implementation continues to move forward.

Local Activity:

- Ms. Thekan stated that Terri Wendt, Human Resources Director, recently celebrated 25 years with Northpointe and congratulated her on her years of employment.

OLD BUSINESS - No old business

NEW BUSINESS – No new business

BOARD PREROGATIVE

- Peggy Connors stated that a Personnel Committee meeting will be scheduled for Monday, April 20 at 3:00 p.m. at Northpointe's Kingsford Office.
- Bill DeDie asked Board members to review the NAMI brochure and provide their input regarding changes/suggestions to the brochure. Board members provided change to the brochure and the brochure will now be updated for distribution.
- Karen Thekan stated that Dickinson County Commissioners' office is re-advertising for the one vacancy from Dickinson County on the Northpointe Board of Directors. If anyone knows of someone that would be interested in this position they should contact the Dickinson County Commissioners' office.

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:25 p.m.

The next regular monthly Board meeting is scheduled for April 23 2009, in **Kingsford, Michigan beginning at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary