

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, Michigan

April 21, 2011 - 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>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Luhtanen, Joan	X		
DeDie, William		X		Martin, Ann	X		
DeGrave, Marylee	X			Negro, Mari	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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA: Karen Raether stated the agenda would be amended to remove election of delegates and alternate delegates under Election of Officers-Nominations from the Floor and Election of Officers.

ACTION: Moved to approve the amended agenda as stated above.

Motion by: A. Martin; supported by P. Connors. **Motion carried unanimously**

APPROVAL OF THE MINUTES:

- There were no additions or corrections to the minutes from the Board training meeting on March 10, 2011.

ACTION: A motion was made to dispense with reading the minutes from the March 10, 2011 Board training meeting and approve as written.

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

- There were no additions or corrections to the minutes from the Regular Board of Directors meeting on March 17, 2011.

ACTION: A motion was made to dispense with reading the minutes from the March 17, 2011 Regular Board of Directors meeting and approve as written.

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

PRESENTATION: No presentation

Karen Thekan, Northpointe CEO, took over the meeting as election of officers took place.

ELECTION OF OFFICERS

Nominating Committee Report: As Chairperson of the Nominating Committee, Chris Spence reviewed the report from the April 21, 2011 Nominating Committee meeting. Elections are as follows:

As Chairperson of the Nominating Committee, Ms. Spence presented Karen Raether as nominee for Chairperson.

- Ms. Thekan opened the floor for other nominations for the position of Chairperson. Ms. Thekan called for any other nominations three times.

ACTION: Hearing no other nominations, it was moved by C. Spence; supported by J. Luhtanen to close nominations at this time and cast a unanimous ballot for Karen Raether for Chairperson.

9 ayes; 1 nay - **Motion carried.**

Karen Raether, as newly re-elected Board chairperson, resumed the Board chairperson position.

As Chairperson of the Nominating Committee, Ms. Spence presented Joan Luhtanen as nominee for Vice-Chairperson.

- Chairperson Raether opened the floor for other nominations for the position of Vice-Chairperson. Chairperson Raether called for any other nominations three times.
ACTION: Hearing no other nominations, it was moved by C. Spence; supported by M. DeGrave to close nominations at this time and cast a unanimous ballot for Joan Luhtanen for Vice-Chairperson.
Motion carried unanimously.

The nominating committee presented Chris Spence as nominee for Treasurer.

- Chairperson Raether opened the floor for other nominations for the position of Treasurer. Chairperson Raether called for any other nominations three times.
ACTION: Hearing no other nominations, it was moved by P. Connors; supported by M. DeGrave to close nominations at this time and cast a unanimous ballot for Chris Spence for Treasurer.
Motion carried unanimously.

As Chairperson of the Nominating Committee, Ms. Spence presented Peggy Connors as nominee for Secretary.

- Chairperson Raether opened the floor for any other nominations for the position of Secretary. Chairperson Raether called for any other nominations three times.
ACTION: Hearing no other nominations, it was moved by M. DeGrave; supported by C. Spence to close nominations at this time and cast a unanimous ballot for Peggy Connors for Secretary.
Motion carried unanimously.

FINANCE COMMITTEE REPORT – C. Spence

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

1. **ISSUE:** Replace Copy Machine for Kingsford Medical Records

This item was for informational purposes only as the purchase for the copier will be under \$5,000.00. A new copy machine is needed in the Kingsford Medical Records office as the copier they now have is old and not working properly.

ACTION: Information

2. **ISSUE:** Review Check Disbursement Report

The check disbursement report in the amount of \$1,275,485.91 was reviewed and recommended for Board approval.

ACTION: A motion was made by C. Spence, supported by M. DeGrave to approve the check disbursement report for bills paid in the amount of \$1,275,485.91 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		Negro, Mari	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

Motion carried unanimously.

3. **ISSUE:** Review Financial Report – March 2011

The committee reviewed the March 2011 financial report and recommended for Board approval.

ACTION: A motion was made by C. Spence, supported by P. Connors to approve the March 2011 financial report.

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		Negro, Mari	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	

4. **ISSUE:** Contract(s)/Agreement(s)

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
a.	Michigan Center for Positive Living	Specialized Crises Line supports, Mobile Team Supports, Use of a Transition Home and Evaluation of Consumers with Specific Behavioral Concerns (Gentle Teaching)	4/1/11 – 9/30/11	24 hr. Crises Line - \$125 Initial 1.5 hr. - \$75/hr. following Mobile Training/Crises Team - \$500/diem Training/Crises Transition Home - \$550/day	24 hr. Crises Line - \$125 Initial 1.5 hr. - \$75/hr. following Mobile Training/Crises Team - \$600/diem Training/Crises Transition Home \$650/day On Site Initial Evaluation - \$1,500 Follow Up Eval. - \$175/hr.	Inc.in mobile team of \$100/diem, Transition Home up \$100/day, the on-site evaluations are new
This is a renewal agreement for specialized supports and training for staff for difficult consumers. This is in effect only if NBHS requests the services.						
b.	Concerned Associates	Outpatient Counseling	3/24/11 – 7/31/11	n/a	\$110/session	n/a
This is another single case agreement for outpatient counseling with Gil Garcia through a self-determination arrangement.						
c.	Wakeham Foster Care	Specialized Residential	1/31/11 – 5/31/11	n/a	\$357.11/day for the initial 30 days and \$307.11/day until the resident attends school	n/a
This is an addendum to the current agreement due to the addition of a new resident. This resident replaced one who left at the same daily rate						
d.	Cedar Creek	Specialized Residential	3/25/11 – 12/31/11	n/a	\$60.00/day	Inc. \$60.00
This is an addendum to the current contract for the addition of a new resident to this home in Harvey. (The former resident is no longer there.) This individual is being admitted to the home directly from the psych. hospital.						
e.	Diver		5/1/11 – 12/31/12	n/a	n/a	n/a
This is a new agreement between NorthCare Network, Copper CMH, Gogebic CMH and Northpointe for the Diver Network. The cost is shared. This is not a new cost to Northpointe.						
f.	Kutha AFC	Specialized Residential	1/28/11 – 12/31/11	n/a	\$15.00/day	Inc. \$15
This is an addendum to the current contract for the addition of a new resident to this home. The rate is based on resident need and the amount of time in the home. The rate will be \$15.00 per day.						

ACTION: A motion was made by C. Spence, supported by M. DeGrave to approve all contracts as noted above.

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		Negro, Mari	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

Motion carried unanimously.

5. Miscellaneous

- Millie Hofer asked for clarification on administrative costs (which were discussed at the March Board meeting) regarding costs associated with access services/crisis services. Bill Adrian stated that \$141,000.00 was paid to Pathways for access which increased the Board administration from approximately 10.2% to 10.8%. Mr. Adrian stated that he does not consider access as administration costs but the State wants access and utilization review costs included in administrative costs. Miscellaneous questions were addressed by Mr. Adrian and Karen Thekan.

RECIPIENT RIGHTS COMMITTEE REPORT

Ms. DeGrave highlighted the following from the Recipient Rights Committee meeting minutes:

1. Report from Recipient Rights Advisory Ad Hoc Committee Meeting Regarding Vacancies on the Recipient Rights Advisory Committee:
 - The Recipient Rights Ad Hoc Committee met on March 7, 2011 to review Recipient Rights applications for upcoming vacancies on the Recipient Rights Advisory Committee. The Ad Hoc committee recommended to the Northpointe Board of Directors the reappointments of Debbie Eichhorn and Lois Tovar. The reappointments of these individuals were approved by the Northpointe Board of Directors at their March 17, 2011 Board meeting.
2. Election for Chairperson and Vice-Chairperson
Loren Veeseer was approved as Chairperson and Debbie Eichhorn was approved as Vice-Chairperson of the Recipient Rights Advisory Committee.
3. Review of Recipient Rights Operating Budget
The Recipient Rights Operating Budget was reviewed by Bill Adrian.
4. Quarterly Rights Office Report
The Quarterly Rights Office Report for January, February, and March 2011 was reviewed by Kevin Newlin.
5. Review of Semi-Annual State Report
The State Semi-Annual Report was reviewed by Kevin Newlin. This report is a summary of information that members have reviewed over the last two quarters and is submitted to the State.
6. Future Training Requests
Trainings will be provided to Recipient Rights Committee members and if anyone has an issue that they would like to address through a training they can contact either Kevin Newlin or Katie Smith. There will be a Recipient Rights training for committee members at the July Recipient Rights meeting and if any committee member would like to be informed of monthly trainings they can contact Mr. Newlin or Ms. Smith.
7. Update 2011 Recipient Rights Advisory Committee Roster
The Recipient Rights Committee roster was updated and will be provided to committee members.
8. Miscellaneous/Committee Member Prerogative
 - Loren Veeseer provided that Anne Louise Lungerhausen recently passed away and was a wonderful member on the community mental health board for many years.
9. Public Comments
 - Laurie Gardipee provided that the book, "The Lives They Left Behind", that was recommended by Kevin Newlin, is an excellent book.

PLANNING COMMITTEE REPORT - J. Luhtanen

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

1. **ISSUE:** Stakeholder Committee Meeting Report
The April 5, 2011 Stakeholder Advisory Committee meeting was held at the Kingsford office.
ACTION: Information
2. **ISSUE:** Outcomes Report-1st Quarter
The 1st quarter Outcomes Report for the period of September 2010-December 2010 was reviewed by Lisa Dionne. Performance indicators discussed were: Continuum, Peer Support Services, and Hospitalizations. Miscellaneous questions were addressed by Ms. Dionne and Karen Thekan.
ACTION: Information
3. **ISSUE:** Review New Evidence Based Practice (EBP) Brochure
The new EBP Brochure was reviewed. This brochure includes all EBP's that are offered at Northpointe.
ACTION: Information
4. **ISSUE:** Northpointe Strategic Plan-6 Month Review
Updates to objectives in the two year Northpointe Strategic Plan were reviewed by Karen Thekan.
ACTION: Information
5. **ISSUE:** Michigan Association of Community Mental Health Board (MACMHB) Ambassador Booklet
The MACMHB Ambassador Booklet was provided to Board members to use a guide to be an ambassador for community mental health.
ACTION: Information
6. **Miscellaneous**
 - There will be not be a May Planning Committee meeting. The next Planning Committee meeting is scheduled for Monday, June 13, 2011 at 1:30 p.m.
 - The CARF audit is scheduled April 27-29 and everyone is invited to attend the entrance and exit conference.
 - Joan Luhtanen stated that an e-mail was received from Karen Thekan regarding 15 states (including Michigan) that received a federal grant to develop new ways to coordinate care for individuals with Medicare and Medicaid and asked if there was any further information to provide on it. Ms. Thekan provided that at

this time there was no further information to provide.

CHAIRPERSONS REPORT – K. Raether

- The following committee appointments were made:

<u>Finance Committee</u>	<u>Personnel Committee</u>	<u>Planning Committee</u>
Chris Spence-Chairperson	Bernie Lang-Chairperson	Joan Luhtanen-Chairperson
Peggy Connors	Joan Luhtanen	Bill DeDie
Marylee DeGrave	Ann Martin	Marylee DeGrave
Millie Hofer	Chris Spence	Rob Plumley
Mari Negro	Karen Raether	Karen Raether
Karen Raether		
<u>Recipient Rights Committee</u>	<u>Parliamentarian</u>	
Marylee DeGrave	Ann Martin	
- The spring MACMHB conference is scheduled for May 17-18 in Kalamazoo, Michigan. If anyone would like to attend the conference they will need to let Mary Wendt know by April 29. Conference delegates will be chosen once it is known who will be attending the conference.
- The CARF audit is April 27-29 and everyone is welcome to attend the entrance and exit conference.
- There will be a Great Lakes meeting on April 28 to begin planning the fall conference.
- Ann Martin asked what the status of Beth Farragh was regarding her absences. Ms. Raether stated that she tried to contact Ms. Farragh but was unable to talk to her directly.

CEO REPORT

Karen Thekan stated that her April 2011 CEO report was in Board packets; she provided the following updates and highlights:

Federal/State Activity:

- As of April 1 the State implemented a \$20 million state-wide cut to Medicaid and Northpointe received a slight reduction to General Fund (GF) allocation in the interim and the GF will change throughout the remainder of the year.
- Mike Head is no longer the director for Mental Health Health/Substance Abuse and Cindy Kelly has assumed the interim director position.
- There was discussion at a recent directors' meeting regarding that the State of Michigan is the only state in the country that allows disabled students to attend school until the age of 26. There are now proposals and legislation being introduced to reduce this age to 21 in the State of Michigan.

Regional Activity:

- The NorthCare audit is scheduled for June 13, 2011.

Local Activity:

- Representative McBroom and Senator Casperson attended the Menominee Collaborative meeting. Senator Casperson also attended the Dickinson County Homeless Housing workgroup on April 20 and toured Belgium Pointe.
- There is a quarterly Northpointe/county administrators/county sheriffs meeting scheduled for May 20.

OLD BUSINESS – No old business

NEW BUSINESS

- MACMHB General Assembly Voting Items for Spring Conference:
 - Proposed Fiscal Year (FY) 2012 MACMHB Budget & Dues Assessment
DISCUSSION: Karen Thekan stated there are no changes to the MACMHB dues but what is being presented is a change in that MACMHB is opening up a full membership to provider groups with an increase in dues to them. The reflection in dues, which is called an affiliate membership for provider groups (who now pay a minimal amount), would see a 15% increase in dues for provider groups and also give them voting privileges and the ability to be on committees. Ms. Thekan stated that these same changes stated above will be made in the MACMHB By-Laws. Ann Martin stated that she is opposed to any expansion of membership or committee assignments as this is an unwarranted expansion of government. Ms. Thekan stated that the MACMHB is a trade association not a government body.

Ann Martin excused at 5:00 p.m.

Mari Negro stated that this is an opportunity for the MACMHB to build revenue by opening up membership to provider groups and if this is not done the Association could possibly be lost. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by P. Connors, supported by M. Negro to approve the affiliate membership dues assessment and the Association By-Laws change to reflect this. **Motion carried unanimously.**

Rob Plumley excused at 5:10 p.m.

DISCUSSION: Ms. Thekan reviewed changes in the FY2012 MACMHB budget. Miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by B. Lang, supported by M. DeGrave to support the MACMHB budget as a whole.

DISCUSSION: Mari Negro stated that she is opposed to the raise increase in the budget as in this economic climate pay raises, etc. need to be frozen. Millie Hofer stated that there is a need for more mental health services, the budget is constantly increased, and services for the mentally ill is becoming less and less. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy		X	Luhtanen, Joan		X
DeDie, William			Martin, Ann		
DeGrave, Marylee	X		Negro, Mari		X
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie		X	Plumley, Robert		
Lang, Bernie	X		Spence, Christine	X	

Motion tied: 4 ayes; 4 nays – defeated

- o 2011-12 Slate of Officers
 Karen Thekan reviewed the MACMHB slate of officers for election. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.
ACTION: A motion was made by M. Negro, supported by C. Spence that the delegates support the U.P. candidates for election of officers for the MACMHB: Jim Moore from Hiawatha for Office of 1st Vice-President and Don Johnson from Pathways for Office of Secretary. **Motion carried unanimously.**
- o Proposed By-Law Changes
 See above under Action for: Proposed Fiscal Year (FY) 2012 MACMHB Budget & Dues Assessment
- o Other: Karen Thekan stated that the budget comparison sent out by the Association of the House version and Senate version was for information purposes only.

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Chris Spence, Marylee DeGrave, and Joan Luhtanen each shared information on how they assisted individuals to seek services at Northpointe.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:28 p.m.

The next regular monthly Board meeting is scheduled for May 26, 2011 in **Menominee, Michigan beginning at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary