

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Monthly Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**May 30, 2013 - 4:00 p.m.**

**CALL TO ORDER/ROLL CALL:**

Karen Raether, Board Chairperson, called the meeting to order at 4:05 p.m. Cindy Adrian, Administrative Assistant, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused</u></b> <b><u>Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused</u></b> <b><u>Absent</u></b>	<b><u>Absent</u></b>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William		X		Negro, Mari	X		
Dehn, Janet		X		Nelson, John	X		
Erickson, Peggy	X			Raether, Karen	X		
Hofer, Millie		X		Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X		

(4:10 p.m.)

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, T. Wendt, L. Dionne, C. Adrian  
G. Takala (via video television conference)

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

**PUBLIC COMMENTS** - No public comments

**APPROVAL OF THE CONSENT AGENDA:**

(Consent agenda items are being presented for review and action by a single vote without discussion. If a member believes that an item requires discussion, then a request is made to pull that one item from the Consent Agenda and to add it to the regular agenda as an item to be discussed).

- a. Approval of the minutes from the April 25, 2013 regular monthly Board meeting
- b. Finance Committee Meeting Report-5/20/13
- c. Personnel Committee Meeting Report-5/20/13

**ACTION:** Moved to approve consent agenda as presented.

**Motion by:** P. Connors; supported by P. Erickson. **Motion carried unanimously.**

**APPROVAL OF THE AGENDA:**

(Request for additional agenda items).

There were no additions to the agenda.

**ACTION:** Moved to approve the agenda as presented.

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

M. Zevitz – present at 4:10 p.m.

**PRESENTATION:** Northpointe Annual Audit Report - Mr. Alan Stotz

Karen Raether introduced Mr. Alan Stotz, an auditor from Anderson, Tackman & Company. Mr. Stotz reviewed the Northpointe FY2011-12 audit report. Questions were addressed by Mr. Stotz.

**PERSONNEL COMMITTEE MEETING REPORT**

• Wage Scales

Peggy Erickson reviewed a proposed 5 step wage scale for paraprofessional staff and a proposed 8 step wage scale for administrative and professional staff. If the proposed pay scales are approved they would go into effect for the July 28, 2013 pay period. Ms. Erickson stated that the total cost for the proposed wage scales is approximately \$130,000.00 of which \$19,000.00 would come from the General Fund (GF). Discussion ensued. Miscellaneous questions were addressed by Ms. Erickson, Ms. Thekan, and Mr. Adrian.

**ACTION:** The two wage scales will be voted on at the June Board meeting.

- Review Annual CEO Evaluation Results from Operation Team  
Peggy Erickson stated that staff input on the evaluation of the CEO performance began several years ago when there were issues with the previous CEO and the Board was not fully aware as to what was happening on the operations side of Northpointe. The Board then instituted the CEO evaluation for Ms. Thekan to have an avenue for staff to provide the Board with information which they could use when the annual Board CEO evaluation was conducted. Ms. Erickson stated at the Personnel Committee meeting Ms. Thekan expressed her discomfort with comments made regarding the Board in her CEO evaluation as this was not an evaluation of the Board but was to evaluate her performance. Ms. Thekan has provided to staff that if they would like to come and talk to the Board regarding an issue there is an avenue for them to do this at Board meetings and encouraged them to do so. Ms. Erickson stated that it was also discussed if the CEO evaluation from the Operations Team staff is still a valuable tool for Board members, has it served its purpose, and there are different avenues for staff to use to bring a concern to the Board. Ms. Erickson stated that Ms. Thekan's evaluation results were for discussion/information only and no action was needed to be taken on it. Discussion ensued.  
**ACTION:** Consensus of the Board is to eliminate the annual CEO evaluation from the Operations Team as it has served its purpose and encourage staff to use the mechanisms in place to approach the Board; either anonymously or non-anonymously.

### **CEO REPORT**

Karen Thekan stated that her May 2013 CEO Report was in Board packets; she provided the following updates and highlights:

#### **State/Federal Activity:**

- Medicaid expansion is not included in the State fiscal year 2012 budget. What this means is that \$114 million in GF dollars was added to fill the gap of what was expected to be offset with Medicaid expansion. The Dual Eligible project has been postponed from January 2014 to July 2014.

#### **Regional Activity:**

- NorthCare will be conducting their annual site review of Northpointe on June 27. The Department of Community Health (DCH) will be conducting their annual site review of the U.P. region in August.
- A NorthCare Advisory Committee meeting is scheduled for June 17. NorthCare has advertised for the Chief Financial Officer and Chief Information Officer positions and interviews will be set up at the beginning of June.

#### **Local Activity:**

- Northpointe is looking to establish an office at the northern end of Menominee County to make it easier for individuals seeking services.
- Northpointe will be instituting a "clubhouse program" in Menominee, offering parenting classes in all three counties to individuals that are already receiving Northpointe services, expanding the "drop-in" program for individuals that are run by peer support specialists, and instituting a crisis stabilization team in Menominee County which is similar to the Dickinson County Assertiveness Community Treatment (ACT) program.
- The owner of the Lighthouse has put the home up for sale and discussions are being held as to whether or not Northpointe wants to purchase the home. Northpointe is also in the process of exploring ways to continue to offer respite services to families if the Lighthouse does not stay a children's home.
- The annual NAMI/Northpointe spring event was recently held and approximately 75 individuals attended it.
- A meeting was held with the Iron Mountain V.A. Hospital to discuss services that are being provided to veterans and their reimbursement processes.

**NEW BUSINESS** – No new business

### **UNFINISHED BUSINESS**

- Approve Northpointe Board By-Laws  
A motion was made by P. Erickson, supported by P. Connors to approve the Northpointe By-Laws. **Motion carried unanimously.**
- Approve Northpointe Board Policies  
A motion was made by P. Connors, supported by J. Luhtanen to approve the Northpointe Board Policies. **Motion carried unanimously.**

### **CHAIRPERSONS REPORT** - K. Raether

- Mari Negro is interested in being a member on the Planning Committee and was appointed to it. An opening on the Planning Committee became available as Janet Dehn is not able to be a member due to her teaching schedule.

- The spring Michigan Association of Community Mental Health Boards (MACMHB) conference was held in May and Mari Negro provided a written report to Board members on the conference. Dr. Zevitz stated that he attended a lot of the same sessions that Ms. Negro and Ms. Hofer attended and provided information on the Brain Based Approaches to Integrated Healthcare Systems session that he also attended.
- The fall MACMHB conference will be held in October in Mt. Pleasant

**BOARD PREROGATIVE/AMBASSADOR MOMENT**

- Joan Luhtanen provided an update that the individual she heard was a child psychologist is not one but does work with disabled individuals.
- John Nelson stated that the Menominee commissioners recognized Bernie Lang's birthday. There was also support at the UPCAP meeting regarding Medicaid expansion and Mr. Nelson provided information on this.
- Peggy Connors stated that when she does a house assessment (i.e., Lighthouse) for Northpointe it is done as a favor and she does not receive any commission, etc. for doing this.

**PUBLIC COMMENTS** - No public comments

**ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:15 p.m.

The next regular monthly Board meeting is scheduled for Thursday, June 27, 2013 in Kingsford, Michigan at 4:00 p.m.

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Karen Raether, Chairperson

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Peggy Connors, Secretary

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Cindy Adrian, Administrative Secretary

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Mary Wendt, Board Secretary  
Transcribed 5/30/13 Board meeting minutes  
from audio recording