

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, Michigan

June 16, 2011 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board 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>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William	X			Negro, Mari	X		
DeGrave, Marylee	X			Raether, Karen	X		
	(4:10 p.m.)						
Hofer, Millie	X			Plumley, Robert	X		
Lang, Bernie	X			Spence, Christine		X	
Luhtanen, Joan	*X						

*(VTC-Video Television Conference from Northpointe Iron River Office)

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: Karen Raether stated the agenda would be amended to delete the Planning Committee Report as this meeting was cancelled on June 13, 2011.

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

Motion by: P. Connors; supported by B. Lang. **Motion carried unanimously**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on May 26, 2011. Millie Hofer stated that in the May 26, 2011 minutes it was stated that she asked if self-determination had an impact on the budget and wanted to clarify that she is not against self-determination but just asked a basic question about it.

ACTION: A motion was made to dispense with reading the minutes from the May 26, 2011 Regular Board of Directors meeting and approve as written.

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

M. DeGrave present at 4:10 p.m.

PRESENTATION: Older Adult Services - Laurie Bal

Laurie Bal, Northpointe Older Adult Services Manager, provided information on the different older adult service programs that are provided at Northpointe: OBRA (Omnibus Budget Reconciliation Act) and consultations. Questions were addressed by Ms. Bal.

FINANCE COMMITTEE REPORT – P. Connors

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

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

The check disbursement report in the amount of \$1,232,930.63 was reviewed and recommended for Board approval.

ACTION: A motion was made by P. Connors, supported by M. Negro to approve the check disbursement report for bills paid in the amount of \$1,232,930.63 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		Negro, Mari	X	
DeGrave, Marylee	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine		
Luhtanen, Joan	X				

Motion carried unanimously.

2. **ISSUE:** Review Financial Report – May 2011

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

ACTION: A motion was made by P. Connors, supported by M. Hofer to approve the May 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		Martin, Ann	X	
DeDie, William	X		Negro, Mari	X	
DeGrave, Marylee	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine		
Luhtanen, Joan	X				

Motion carried unanimously.

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

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
A.	Dr Amit Razdan	Medical Director and Psychiatric Services	10/1/11 – 9/30/14	\$145/hr. plus Expenses	Performance Payment	Performance Payment
This is a renewal agreement for Medical Director and Psychiatric Services. The expenses include quarterly visits to Northpointe, air fare, motel, etc. The performance payment would be paid in December of each year, based on job performance and available funding as follows: Year 1 - \$6,000; Year 2 - \$8,000 and Year 3 - \$10,000.						

ACTION: A motion was made by P. Connors, supported by M. DeGrave to approve Contract A as noted above.

DISCUSSION: Millie Hofer provided and reviewed information she had prepared in regards to cost of the above contract. Discussion ensued and questions were addressed by Karen Thekan and Bill Adrian.

ACTION: P. Connors rescinded her motion, M. DeGrave rescinded her second.

ACTION: A motion was made by A. Martin, supported by M. Negro to table Dr. Razdan’s contract until more information is received and approve it no later than the July meeting.

DISCUSSION: Discussion ensued and a comparison of the total psychiatric costs from when Dr. Cools was Medical Director to the present will be provided to the Board. Miscellaneous questions were addressed by Ms. Thekan and Mr. 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		Negro, Mari	X	
DeGrave, Marylee	X		Raether, Karen		X
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie		X	Spence, Christine		
Luhtanen, Joan		X			

6 Ayes; 4 Nays; Motion carried.

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
B.	Goodwill Industries	Vocational Services	7/1/11 – 6/30/12	\$350,000	\$400,000/yr	Inc. \$50,000
This is an addendum to the agreement for Goodwill Industries to provide vocational services in Menominee and Dickinson counties. They currently serve 77 Northpointe consumers and have increased the amount of Supported Employment services.						

C.	Stuart Wilson	Fiscal Intermediary	7/1/11 – 6/30/12	\$125/mo. hire staff \$25/mo. no staff	\$135/mo. hire staff \$35/mo. no staff	Inc. of \$5 or \$10/mo.
This is a renewal agreement for fiscal intermediary services for self-determination for two consumers. The “hire staff” refers to the fact that this consumer “hires” staff to come into the home and provide care. The \$25/mo. is to process checks for respite providers.						
D.	Mary VanHaute	Suicide Prevention	7/1/11 – 6/30/12	\$30/hr.	\$30/hr.	No change
This is a renewal agreement for the development and implementation of a suicide prevention network in Dickinson and Iron Counties						
E.	Little Ones of the U.P.	Reflective Supervision	7/1/11 – 12/31/11	\$50/hr.	\$50/hr.	No change
This is a renewal agreement with Melissa Copenhaver to provide reflective supervision hours to Northpointe home based staff to meet their infant mental health certification.						
F.	Wakeham Residential Services	Residential Services	6/1/11 – 5/31/12	\$157.11/day \$75/day respite \$307.00/day for special needs person who does not attend school	same	same
This is a renewal agreement for the Lighthouse. It is currently licensed for 6. There are 5 full time residents and one bed is used by several families for respite each month.						

ACTION: A motion was made by P. Connors, supported by M. Negro to approve Contracts B-F 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		Martin, Ann	X	
DeDie, William	X		Negro, Mari	X	
DeGrave, Marylee	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine		
Luhtanen, Joan	X				

Motion carried unanimously.

4. Miscellaneous

- Millie Hofer had a question regarding when there is increase in operating expenses where does the funds come from to cover this increase. Bill Adrian and Karen Thekan provided information on what funds are used to cover an operating expense increase

PERSONNEL COMMITTEE REPORT – K. Raether

Ms. Rather highlighted the following from the Personnel Committee meeting that was held on June 16:

1. **ISSUE:** Human Resources Quarterly Reports

The following reports for the 2nd quarter (January 2011-March 2011) were reviewed:

- Employee Injuries - There were 4 employee injuries for the quarter.
- Separated Employees - There were 13 employees for the quarter that left Northpointe employment.
- Wage Increases - There were 40 employees during the quarter that received their annual performance review: 35 received a pay increase and 5 did not receive a pay increase due to being at the top of their pay scale. Of the 40 employees reviewed; 27 were hourly and 13 were salary.

ACTION: Information

2. **ISSUE:** Review Annual CEO Evaluation Results from Operations Team

Personnel Committee reviewed Karen Thekan’s annual evaluation of compiled scores and comments from Operations Team members and staff that she supervises.

ACTION: Information

3. Miscellaneous

- Karen Raether stated that Millie Hofer requested comparison salaries for all administrative staff with names and job titles from May 1, 2010 to May 1, 2011. This information will be provided to all Board members.

- Ann Martin had questions regarding Dr. Amit Razdan's contract which were discussed above under the Finance Committee report.

CHAIRPERSONS REPORT – K. Raether

- The Great Lakes Executive committee met on June 7 at the Up North Lodge Restaurant in Gwinn to continue planning the fall Great Lakes conference.
- A copy of the final CARF audit report was received and Ms. Raether asked for Board permission to send out an e-mail to Northpointe staff commending them on the excellent audit report that was received. Consensus by all Board members was to send out an e-mail to staff.
- Karen Raether congratulated and presented Mari Negro with a certificate of completion from the Michigan Association of Community Mental Health Board for completing the Governance and Leadership Development Boardworks Program.

CEO REPORT

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

Federal/State Activity:

- At the State directors' meeting it was announced that Mike Head officially announced his retirement and his position should be filled in 30-45 days. Three main issues that continued to be discussed at the meeting were: 1) the preferred behavioral drug list, 2) the 20 outpatient visits for the mild to moderates that the health plans now serve, and 3) dual eligible consumers (with Medicare & Medicaid) going into the health plan managed care environment. Information regarding Olga Dazzo's view on administration costs was also provided. The General Fund allocation is expected to be provided in September for the next fiscal year.

B. Lang excused at 5:35 p.m.

Regional Activity:

- The NorthCare audit at Northpointe was conducted on June 13.
- Sam Harma, Hiawatha CEO, will be retiring at the end of July and Larry Pollack, Cooper Country CEO, will be retiring in July 2012.

Local Activity:

- A part-time Northpointe peer support specialist will now be employed full-time. His additional duties will include being a peer support specialist at the Powers Federally Qualified Health Clinic.

OLD BUSINESS – No old business

NEW BUSINESS – No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT

- Mari Negro shared information on how she assisted an individual to help understand what self-determination is.
- Joan Luhtanen shared information on a PBS program on how music helps individuals and recommended that if anyone got a chance to watch they should.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:58 p.m.

The next regular monthly Board meeting is scheduled for July 21, 2011 in Iron River, Michigan beginning at 1:00 p.m.

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary