

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
703 Second Avenue, Iron River, Michigan
July 16, 2009 - 1:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 1:00 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 (via VTC)			Martin, Ann	X		
DeGrave, Marylee		X		Pomeroy, Judy	*X (via VTC)		
Farragh, Elizabeth		X		Raether, Karen	X		
Hofer, Millie	*X (via VTC)			Plumley, Robert	*X (via VTC)		
Lang, Bernie		X		Spence, Christine	X		

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, M. Wendt, *L. Dionne (via VTC)

*(VTC-Video Television Conference from Northpointe's Kingsford & Menominee Offices)

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 June 18, 2009.

ACTION: A motion was made to dispense with reading the minutes from the June 18, 2009 Regular Board of Directors meeting and approve as written.

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

PRESENTATION: Community Housing Update

Karen Raether stated that an update on community housing would be provided by Laurie Whear-Developmentally Disabled Supervisor; Virginia Holmes-Belgium Pointe Home Manager; Julie Riutta-Boyington Home Manager; and Michelle Windsor-Maple Ridge Home Manager. Ms. Raether also stated that Jim Cooper, Assistant Community Supports Supervisor, was present and provided samples of the wonderful note cards that are made by the consumers at the Community Achievement Center. Laurie Whear stated that a packet was provided to Board members for their information on each group home and the home managers present at today's meeting would be providing additional information on each of their homes except for Laurie Caruso, The Pines Home Manager, as she was on vacation. Julie Riutta stated that she has been the home manager at Boyington for 15 months. Ms. Riutta stated that since she has become the home manager some changes have been made with one of them being making sure there is proper documentation and programming by case managers and staff and now data collection has improved greatly. Boyington is licensed for 16 and they presently have 15 consumers who reside there. The consumers participate in many community outings such as swimming, trips to the local library, picnics, and the Iron River rodeo and fair. Virginia Holmes stated that Belgium Pointe is a transitional home and has now been open for 14 months. Belgium Pointe is licensed for 16, they presently have 15 consumers who reside there, and are fully staffed with 28 employees. The consumers had a big adjustment in the move to Belgium Pointe as some of them had resided in their previous group home for over 15 years but everything is now going well for them. Ms. Holmes stated that a staff person from MSU Cooperative Extension is now working with all the consumers on food and nutrition training and materials were provided to staff on how to teach consumers proper nutrition. Michelle Windsor stated that she has been the home manager at Maple Ridge for 3 years. Maple Ridge is licensed for 8, they currently having 7 consumers residing there, and at this time are fully staffed. Consumers participate in community activities such as

bowling, going to movies, and shopping in the local area. Ms. Whear stated that at all of the group homes there is active treatment in-home for all consumers and the home managers work the hardest with staffing for the their homes. Questions were addressed by Ms. Whear, Ms. Riutta, Ms Holmes, and Ms. Windsor.

Peggy Connors excused at 1:40 p.m.

FINANCE COMMITTEE REPORT – J. Pomeroy

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

1. **ISSUE:** Bills and Payroll

Bills and payroll in the amount \$1,304,288.83 were reviewed, discussed, and recommended for approval.

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

Motion carried unanimously.

2. **ISSUE:** The committee reviewed June 2009 financial statement and recommended for approval.

ACTION: A motion was made by J. Pomeroy, supported by A. Martin to approve financial statement ending June 2009.

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			Pomeroy, Judy	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

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

- a. Anderson Tackman & Co. - This is a renewal for a consumer who has requested fiscal intermediary services with Anderson Tackman through self determination. The old rate was \$160/month and the new rate will be \$165/month.
- b. Waste Management - This is a renewal agreement for garbage removal at the Menominee office site. The old rate was \$70/month and the new rate will be \$65/month.
- c. William Knack – Purchase The Pines and Maple Ridge Group Homes from William Knack. Mr. Knack offered to sell both The Pines and Maple Ridge to Northpointe for \$260,000. Northpointe countered with \$210,000 and Mr. Knack returned with \$240,000. The seller will pay all closing costs relative to the seller and the buyer will pay all closing costs relative to the buyer. All rents will be payable at a pro-rated daily rate until the actual sale is completed. There is currently 1 1/2 years to go on The Pines and 3 years on Maple Ridge for an approximate total of \$119,000 in rent should they go to the end of the agreements.
- d. Michigan Association of Community Mental Health Boards - This agreement is for dues and is for 15 months at no increase from last year - \$11,346.00.
- e. UPCAP Services, Inc - This is a new contract with UPCAP to purchase Occupational Therapy (OT) Services for Menominee County. This contract is for one day per week at \$54.60/hr plus \$.55 mileage.
- f. Marquette General Hospital - This is a renewal agreement for outpatient electro convulsive therapy. The contract/rate is for all 5 boards at \$675.00/treatment

ACTION: A motion was made by J. Pomeroy, supported by C. Spence to approve contracts/agreements A-D and F as noted above and omit contract/agreement E as UPCAP is no longer able to provide OT services to Northpointe.

DISCUSSION: Rob Plumley asked if there was an appraisal done on the two homes stated above in contract/agreement C-William Knack. Bill Adrian stated that Peggy Connors looked at the Pines Home and provided that no more than \$120,000-\$125,000 should be offered for this home. Mr. Adrian also stated that Maple

Ridge is an almost identical home to that of the Pines Home and that a full appraisal was not officially done on either home. Mr. Adrian further stated that by not paying rent over the full term for these two homes and by purchasing them, Northpointe would be purchasing the two homes for approximately \$60,000 each. Mr. Adrian stated that purchasing these two homes makes economical sense as Northpointe would be gaining equity in a home instead of paying rent. Also, the license at the Pines Home will be changed from 6 to 8 which will give Northpointe more utilization for individuals in the community that need to be placed in the Pines Home as this is a medical home. Mr. Adrian also stated that all of the consumers that reside in both of these homes are Medicaid consumers and not General Fund (GF) consumers. Miscellaneous questions were addressed by Mr. Adrian and Karen Thekan.

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			Pomeroy, Judy	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie			Spence, Christine	x	

Motion carried unanimously.

4. Miscellaneous

- Replace Iron River Office Copy Machine

Bids for copy machines that were received to replace the copier in the Iron River office were reviewed by Bill Adrian.

ACTION: A motion was made by J. Pomeroy, supported by C. Spence to approve the purchase of a copy machine from U.P. Office Supply in the amount of \$7,250.00 for the Iron River Office.

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			Pomeroy, Judy	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

- The State will soon be sending out their continuation contract for the next year. This contract basically has the same dollar amounts, same language, etc. and when received immediately needs to be returned so the State can continue to send out money after October 1. If the contract comes before the July 16 Board meeting it can be brought to the Board but if it comes later than the July 16 Board meeting, the Board needs to provide permission to sign it. Bill Adrian stated that the continuation contract was not received before today's meeting.

ACTION: A motion was made by J. Pomeroy, supported by A. Martin to approve permission for Northpointe administration to sign the State continuation contract when it is received.

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			Pomeroy, Judy	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

RECIPIENT RIGHTS COMMITTEE REPORT – K. Raether

Ms. Raether highlighted the following from the Recipient Rights Committee Meeting Minutes:

- The Recipient Rights Operating Budget was reviewed by Bill Adrian.
- The April, May, and June 2009 Recipient Rights Quarterly Report was reviewed by Katie Smith.
- Katie Smith presented and reviewed changes to the Administrative Rules with committee members.

- The Recipient Rights audit at Northpointe will be conducted on August 26-28.
- The annual Recipient Rights conference will be held in Kalamazoo on October 6-9. However, due to budget cuts, funding for the conference will not be approved until budget cuts are known.

PLANNING COMMITTEE REPORT – J. Luhtanen

Ms. Luhtanen highlighted the following from the Planning Committee Meeting Minutes:

1. **ISSUE:** 5 Year Data Comparison Information

As there is no Board retreat scheduled for this year, the data reports that Deb Davis presents at the retreat were provided to Board members for their information. The following reports were reviewed: comparative data on clients served and costs over a 6 year period; Medicaid eligible consumers for the period of January 2006-January 2009; Fiscal Year (FY) 2009 Highest Cost Clients; and FY 2009 data comparison on clients served from the U.P. regional community mental health agencies (CMH's). Joan Luhtanen stated that after Board members review this information further and have questions they can contact Ms. Davis. Miscellaneous questions were addressed by KarenThekan. **ACTION:** Information

2. **ISSUE:** Housing Update

Joan Luhtanen stated that the current listing of AFC homes that are available in Dickinson, Iron, and Menominee counties was provided and reviewed. Ms. Luhtanen stated that a concern of hers is that possibly in the future if AFC homes close, i.e., due to the provider retiring, are there other housing options that are being looked at. Ms. Luhtanen stated that instead of pursuing the opening of more adult AFC homes maybe it would be more beneficial to pursue living arrangements for individuals to reside in a setting similar to that of the Hughitt Street apartments. The Hughitt Street apartments is a supportive, independent living environment for individuals and this setting fits a unique niche of individuals that want to be independent but support is available if they need it. Ms. Luhtanen asked Board members that if they hear of any individuals interested in providing supportive housing for consumers they should contact Karen Thekan. Ms. Thekan did provide that different housing options for consumers is certainly an area that will be in future planning. **ACTION:** Information

3. **ISSUE:** State Funding Update

Karen Thekan stated that weekly phone calls are being held between all CMH's and the Department of Community Health (DCH) which have been focusing on the GF monies. The State has now asked all CMH's to fill out forms asking the question "what if CMH's have to take a \$20 million dollar cut, where would the cuts come from". A \$20 million cut is the minimum cut to GF monies for the next budget year. It also has not been decided that when the cut is made to the GF how it will be divided among the State CMH's and discussions continue to be held on how equity can be created with the GF within the State. Ms. Thekan stated that letters have been sent out to Northpointe contracts who are funded through GF money stating that there are still a lot of unknowns with State budget cuts and they should be aware that cuts may be forthcoming. Ms.Thekan stated that s more information is received on budget cuts it will be provided. Miscellaneous questions were addressed by Ms. Thekan and Bill Adrian. **ACTION:** Information

4. **ISSUE:** Stakeholder Advisory Committee Meeting Report

Information was provided by Lisa Dionne from the June 3, 2009 Stakeholder Advisory Committee meeting that was held at the Iron River office: Deb Polzin presented on the Advanced Parent Management group which is an evidence based best practice and Greg Takala provided an update of services for the Iron River office. Joan Luhtanen stated that the committee is a very active group. **ACTION:** Information

5. **ISSUE:** Resolution

Karen Thekan stated that the following is a line item and currently part of the Senate appropriations budget: that GF monies will go directly to the 18 State Prepaid Inpatient Health Plans (PIHP's) and essentially dissolve the CMH entity. Ms. Thekan stated that the majority of CMH's throughout the State have done resolutions stating that they are in opposition of this proposal. Ms. Thekan provided and reviewed the resolution which states that the Northpointe Board of Directors objects to the PIHP's taking over GF monies for CMH's and the dissolution of CMH's and asked if the Board will approve to pass the resolution. Ms. Thekan stated that DCH does not support the dissolution of CMH's as this is against what the Mental Health Code states and the senators are making this proposal a budget item with DCH stating that this cannot legally be done. Ms. Thekan stated that she is asking that all three county commissioner offices also approve and distribute a resolution similar to this one. Ann Martin asked if this resolution was passed what this would mean for Northpointe and the consumers. Ms. Thekan stated that what it would mean for Northpointe is that their legal status would change; Northpointe would not go away as service providers would still be needed to provide services but Northpointe would be similar to a Catholic Social Services agency and would become a not-for profit entity. Ms. Thekan stated that NorthCare would be in control of the U.P. regional CMH's GF monies and they would be able to contract with

whatever agency they choose to provide services to consumers. Ms. Martin stated that since the county boards know so little information regarding this proposal and by asking them to pass a resolution regarding this, that maybe someone could attend a county board meeting to further explain the resolution. Ms. Thekan stated that DCH has met with Senator Kahn to state that this proposal cannot legally be done and the Board Association is also providing education on this proposal. Miscellaneous questions were addressed by Ms. Thekan and Bill Adrian.

ACTION: A motion was made by J. Luhtanen, supported by R. Plumley to adopt the resolution objecting to the PIPH's taking over GF monies for CMH's and the dissolution of CMH's.

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			Pomeroy, Judy	X	
Farragh, Elizabeth			Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie			Spence, Christine	X	

Motion carried unanimously.

6. Miscellaneous

- Karen Raether asked how the transition to ELMER (new electronic medical record system) is going and Karen Thekan provided that staff trainings for ELMER are in progress.
- Information on all the upcoming audits that will be held in August at Northpointe was provided and everyone is invited to attend the entrance and/or exit conference.

CHAIRPERSONS REPORT – K. Raether

- Pathways has received the \$5,000 from the Board Association and at the upcoming Advisory Council Committee meeting, which is scheduled for the end of the month, this issue will be discussed.
- Karen Raether stated that the September Board committee meeting dates conflict with the Great Lakes conference which will be held in the Keweenaw and will need to be changed. Karen Thekan stated that the Finance and Planning Committee meetings on September 14 could be rescheduled to September 21 and the Board meeting on September 17 rescheduled to September 24. Ms. Thekan stated that it was also discussed that the October Finance and Planning Committee meetings and Board meeting be cancelled as they are then scheduled two weeks after the rescheduled September Committee and Board meetings. The October business will then be discussed at the November Committee and Board meetings. Ms. Thekan also stated that if any issues would come up in October, i.e., the budget, a special Board meeting would be scheduled in October. Ms. Raether asked Board members if they had any concerns with the above stated changes and upon hearing none stated that the meeting changes for September and October are as follows: September Finance and Planning committee meetings will be rescheduled to September 21, the Board meeting will be rescheduled to September 24, and the October Finance, Planning, and Board meetings will be cancelled.

CEO REPORT

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

Federal Activity:

- At the Board Association's Children's Committee meeting, which Ms. Thekan attended via phone, discussion centered on the DHS lawsuit and its potential impact on the CMH system. DHS did lose this lawsuit and basically now more money and emphasis has to be focused on children in foster care and getting children out of foster care and into permanency planning. Part of the barrier is that children in foster care have mental health needs which are not being met so they are currently redirecting \$3 million out of their budget for mental health services for foster children but it is not yet decided who will be the provider of mental health services for these children.
- Advocacy is being sought from everyone asking for reinstatement of dental benefits to Medicaid beneficiaries as these benefits were cut with the governors' executive order. An e-mail can be sent to your state legislator asking for their support to have these benefits being reinstated. E-mail addresses for the state legislators can be found at: www.senate.mi.gov or www.house.mi.gov.
- The State Directors' meeting will be held July 20-21 and Ms. Thekan will be attending this meeting in Lansing.

Regional Activity:

- Ms. Thekan attended the Pathway’s Board meeting via VTC. Ms. Thekan stated that information on Pathways committee and Board meetings are sent to Board members via e-mail and if anyone has difficulty opening up these documents to contact her.
- There will be a U.P. Directors’ meeting on August 11. The agenda includes meeting with Donna Jaksic, Director of the U.P. Federally Qualified Health Centers, as the State is encouraging cooperation and efforts with the Federally Qualified Health Centers. Also, it will be discussed at this meeting the State Attorney General’s opinion about who should be paying for mental health services to inmates. The Attorney General’s opinion says that it is the jail’s responsibility to pay for anything and everything that an inmate needs. As of now, Pathways is already contracting with the Marquette jail to provide mental health services but the jail pays for it. Ms. Thekan stated that DCH is saying after October 1, if Northpointe (or any other CMH) continues to pay for mental health services to inmates it will become an audit exception for them. Ann Martin stated that information regarding this should be provided to all the county controllers. Ms. Thekan stated that she will meet with each county controller once a decision is made at the August 11 U.P. Directors’ meeting regarding services to inmates as this will be a regional decision.
- Congratulations to Northpointe’s Phil Gardiepy-Hefner and Sally Olson (NorthCare) that were selected by the region to be trained in the State’s “Mental Health First Aid”.

OLD BUSINESS – No old business

NEW BUSINESS – No new business

BOARD PREROGATIVE

- Ann Martin asked why contract E-UPCAP listed above under Finance Committee report was omitted. Karen Thekan stated that UPCAP was contacted after the Finance Committee meeting to begin scheduling OT services and we were told that the OT only wanted to work in the summer and could not provide any hours for OT services after August. Since this would not help Northpointe with OT services the contract was then omitted.
- Karen Raether stated that there will be a Personnel Committee meeting scheduled for Thursday, August 20 at 3:00 p.m. at the Kingsford Northpointe office to begin discussing Karen Thekan’s evaluation and contract. Ms. Rather also stated that the CEO evaluation was provided to Board members and to be sure to return it.
- Joan Luhtanen asked how the recruitment for psychiatrists is going. Karen Thekan stated that Dr. Razdan will begin to provide services via telepsychiatry to Northpointe consumers, Dr. Sperling will be starting at Pathways in September and will contract with Northpointe several days a month, and Terri Wendt has received several inquiries from psychiatrists interested in job opportunities with Northpointe.
- Ann Martin asked there would be a discussion to change the Northpointe Board meeting time from 4:00 p.m. to 3:00 p.m. Karen Raether stated that this will be an agenda item for the August Planning committee meeting to further discuss changing the Board meeting time.

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Rather stated the meeting adjourned. Meeting adjourned at 2:52 p.m.

The next regular monthly Board meeting is scheduled for August 20, 2009, in **Kingsford, Michigan beginning at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary