

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI 49802**

**October 24, 2019 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL**

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; K. Stankevich, Administrative Assistant, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet*	X			Negro, Mari**	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Phillips, Patricia	X		
Roberge, Robert	X			Zevitz, Michael Dr.	X		
Pirlot, Kevin	X			Korpi, Thomas**	X		
Martin, Ann	X			Luhtanen, Joan	X		

\* Video conference from alternate site

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** J. Cescolini, J. Lindow, K. Stankevich

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

**PUBLIC COMMENTS** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen requested approval or amendment of agenda. Chairperson Luhtanen requested the addition of Donation of Vacation Time, Endowment Fund, and Snow Removal bid changes under New Business. J. Lindow requested tabling of Properties until next meeting.

**ACTION:** Moved to approve agenda as amended.

**Motion by:** A. Martin supported by P. Phillips to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Will have the October 10, 2019 minutes for approval at the November 7, 2019 meeting.

**PRESENTATION** – None.

**ACTION ITEMS**

• **Finance**

a) **Financial Statement – August 2019**

**Motion by:** J. Hafeman supported by A. Martin to approve the Financial Statement – August 2019 as presented.

**Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Case Management of MI	Case Management	10/1/19-9/30/20	Case Management \$60.00/unit Individual Therapy \$62.00/enc. Group Therapy \$40.11/enc. Treatment Plan (w/o IDT) \$53.00/enc. Assessment for Behavioral Health \$200.00/enc. Psych Eval. \$150.00/enc. Med Review \$77.75/enc. Med injection \$21.00/enc. Health Assessment \$100.00/enc. RN Services \$29.91/unit Annual CSM Assessment \$110.00/enc. Comp. Multidisciplinary Eval. \$20.60/enc. Support Coordination \$63.00/unit	Case Management \$60.00/unit Individual Therapy \$62.00/enc. Group Therapy \$40.11/enc. Treatment Plan (w/o IDT) \$53.00/enc. Assessment for Behavioral Health \$300.00/enc. Psych. Eval \$150.00/enc. Med Review \$77.75/enc. Med injection \$30.00/enc. Hlth Assess. \$200.00/enc. RN Services \$29.91/unit Annual CSM Assess. \$110.00/enc. Comp. Multidisciplinary Eval. \$20.60/enc. Support Coordination \$63.00/unit Behavior Plan Monitoring \$150.00/enc.	None None None None \$100/enc. None None \$9.00/enc. . \$100/enc. None None None None None None None None New
B	New Beginnings Counseling	LPC	10/1/19-9/30/20	New	\$75.00/hr. direct and non-direct services \$45.00/hr. training rate	New New

**b) Contract Grid 10-10-19 (ALS, Case Management of MI, New Beginnings Counseling)**

**Motion by:** J. Hafeman supported by M. Hofer to approve the 10-10-19 Contract Grid as presented.

**Discussed rates for contract with ALS.** Currently no rates given as rates are based upon Individual needs and unknown which individuals will be placed once open. K. Pirlot expressed concern that selling an asset at one-half of appraised value should have a revert clause, guaranteeing the purchaser does not purchase at low price and then sell for profit leaving Northpointe without services. Requested revert clause be negotiated with ALS for services to continue for a period of 3-5 years or a portion of any profit made on sale of building would belong to Northpointe.

**Outcome:** CEO to meet with ALS to determine terms of revert clause prior to purchase. L. Caruso, Residential Home Manager, to give a demonstration on rate calculation for PC/CLS at next meeting.

**Action:** J. Hafeman supported by M. Hofer rescind motion to approve the 10-10-19 Contract Grid as presented.

**Motion by:** J. Hafeman supported by M. Hofer to approve only Case Management of MI and New Beginnings Counseling from the 10-10-19 Contract Grid.

**Motion carried unanimously.**

- Emergency Services On Call Pay**

M. Hofer commented that pay should begin when worker starts services with individual - not from home because it is not Northpointe's responsibility where staff choose to live. Medicaid will cover this service. K. Pirlot explained that covering staff from "portal-to-portal" ensures that staff acting on Northpointe's behalf are covered by Workman's Compensation in the event there is an accident.

**Motion by:** M. Negro supported by R. Roberge to approve the proposed new after hours on-call pay for Emergency Service workers. New rate will be \$4.00/hr. to carry the beeper and \$45.00/hr. when called out with a \$100.00 minimum.

J. Luhtanen requested a roll call vote. Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Roberge	X	
Martin	X		Zevitz	X	
Negro	X		Luhtanen	X	

**Motion carried unanimously.**

- **Waitlist Policy**

M. Hofer commented at length on wait list and goal displacement. J. Lindow addressed questions regarding the Mental Health Code, individuals we are required to serve, how policy affects non-Medicaid individuals, and wait policy enacted October 2, 1995. Reasons for proposing wait list reviewed. Miscellaneous questions addressed.

**Motion by:** K. Pirlot supported by J. Hafeman to table Waitlist discussion until next Board meeting.

**Motion carried unanimously.**

- **Ad Hoc Policy Revisions** – Standing Item - None

**NEW BUSINESS (Discussion only)**

- **Finance**

- a) **Check Disbursement – September 2019**

J. Luhtanen reviewed September 2019 check disbursement. Presented invoice from Gasperini Services for lawn care in Iron River over \$7,500. This invoice was for May-September. Miscellaneous questions addressed.

**Outcome:** Action item at next Board meeting.

- **FY19 Plan of Correction Monitoring Report**

**Outcome:** Action item at next Board meeting.

- **FY19 Outcomes and PI Report**

Miscellaneous staffing questions addressed.

**Outcome:** Action item at next Board meeting.

- **BCBS 2020 Renewal**

Discussed 80/20 split vs. Hard Capitation health insurance renewal. Typically shows an increase, but Northpointe will see a 7.7% decrease in premiums this year.

**Motion by:** M. Negro supported by K. Pirlot to move the 80/20 BCBS health insurance for 2020 to an Action item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Roberge	X	
Martin	X		Zevitz	X	
Negro	X		Luhtanen	X	

**Motion carried unanimously.**

**Motion by:** J. Hafeman supported by M. Negro to approve the 80/20 BCBS health insurance for 2020 as presented.

**Motion carried unanimously.**

- **Properties (A St. and Crossroads)**

**Outcome:** Tabled until next Board meeting.

- **Strategic Plan/Stoplight Report and CEO Report**

J. Lindow reviewed final report of the year with members. Discussed staff engagement on community partner surveys, staffing changes, and Dr. Razdan’s upcoming visit.

**Outcome:** Informational.

- **Snow Removal Bids**

At the 10-10-19 Board meeting, S. Brown was awarded the snow removal contract for The Pines and Hughitt Street. Moyer Excavating was awarded Belgium Pointe and A St. J. Heath, Maintenance Manager, stated S. Brown was not willing to divide his bid. J. Heath recommended using current providers at each location.

**Action:** M. Negro supported by K. Pirlot rescind motion made on 10-10-19 to approve S. Brown for The Pines and Hughitt Street and Moyer Excavating for Belgium Pointe and A St.

**Motion by:** J. Hafeman supported by P. Phillips to move Snow Removal Bids to an Action Item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Roberge	X	
Martin	X		Zevitz	X	
Negro	X		Luhtanen	X	

**Motion carried unanimously.**

**Motion by:** M. Negro supported by J. Hafeman to award snow removal contract to S. Brown for The Pines at \$35.00/push, Hughitt Street at \$25.00/push, and A St. at \$55.00/push.

**Motion carried unanimously.**

**Motion by:** J. Hafeman supported by P. Phillips to award snow removal contract to Moyer Excavating for Belgium Pointe at \$65.00/push.

**Motion carried unanimously.**

- **Donation of Vacation Time**

Discussed tragedy of a newly hired individual who did not have any sick or vacation time accrued. Staff were requesting the ability to donate vacation time for her use. All donations would be anonymous and payroll will only utilize what would be necessary to cover her needs. R. Roberge requested the donation of vacation time be brought back to the Board later so a policy can be created for any future requests.

**Motion by:** J. Hafeman supported by M. Hofer to move allowing donation of vacation time to an Action item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Roberge	X	
Martin	X		Zevitz	X	
Negro	X		Luhtanen	X	

**Motion carried unanimously.**

**Motion by:** J. Hafeman supported by P. Phillips to allow a one-time staff donation of vacation time not to exceed a maximum of 30 days.

**Motion carried unanimously.**

- **Endowment Fund Request**

Endowment Committee received a request from an Individual who belongs to the Kingsford High School Marching Band. The band is planning a trip to perform at Disney World. Cost of trip is \$1500. Individual can contribute \$200, has applied for a scholarship, and is participating in some fundraising activities to help offset cost. Care Manager and Psychiatrist have given a list of benefits to the committee. Committee has decided to grant the request for the remaining amount needed for the Individual to perform in the Kingsford band trip. The amount will be the difference between the \$1500 requested minus \$200 Individual contribution minus all other funding sources received.

**Outcome:** J. Lindow will present further information to Board before a vote at the next meeting.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

CMHAM Weekly Update – October 18, 2019

**Outcome:** Informational.

**PUBLIC COMMENTS** - None

**BOARD COMMENTS** - None

**ADJOURN**

**Motion by** M. Negro supported by P. Phillips to adjourn.

**Motion carried unanimously.**

Meeting adjourned at 5:58 p.m.

The next Regular Board meeting is scheduled for Thursday, November 7, 2019 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary/Treasurer

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Kelly Stankevich, Administrative Assistant