

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

**715 Pyle Drive, Kingsford, MI
December 13, 2018 – 4:30 p.m.**

CALL TO ORDER/ROLL CALL:

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

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
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		
Martin, Ann	X			Korpi, Thomas	X		
McCole, Gerald	X			Luhtanen, Joan	X		

* Video conference from the Northpointe Menominee office

** 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 asked for approval or amendment of agenda. J. Cescolini requested the addition of Contract Grid 12-13-18-Addition, Menominee/Marinette Border Dispute, and Lucidoc under New Business. J. Cescolini requested Lucidoc also be added as a presentation.

ACTION: Moved to approve agenda as amended.

Motion by: M. Negro supported by P. Phillips to approve agenda as amended.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

ACTION: Moved to approve 11-29-18 Regular Board meeting minutes.

Motion by: M. Negro supported by J. Hafeman to approve the 11-29-18 Regular meeting minutes as presented.

Motion carried unanimously.

PRESENTATION – FY18 4th Quarter Outcomes & FY19 QAPIP Presenter: C. Luse, QI Manger

C. Luse reviewed the FY18 4th Quarter Outcomes, 3-year Comparisons, and FY19 QAPIP with Board members. Missed indicator one out of four quarters and incentives discussed. Reviewed ACT numbers and increase due to receiving clarity from other CMHs on correct way to measure. Late IPOS results concerning to all and request made for accurate figures with fewer exceptions in future reports. Suggestions to have Case Managers work together on solutions to resolve. Request by J. Cescolini to have a Board member attend QI meetings as an advisor. J. Cescolini to contact NorthCare and the State of Michigan to verify no compliance issues if this occurs. Suggestion to contact small physician practices to form community connections made by M. Zevitz in response to concerns Northpointe is not reaching individuals sooner. Miscellaneous questions addressed.

T. Korpi arrived at 4:35 p.m.

M. Zevitz arrived at 4:35 p.m.

A. Martin arrived at 4:45 p.m.

PRESENTATION 2 – Lucidoc Presenters: J. Cescolini

Currently Northpointe does not have a document management system, and there is no way to track the flow of various documents. Benefits for this program reviewed with members. B. Johnson, IT Manager, verified this program is HIPAA compliant and meets all criteria for security. Discussed possibility of NorthCare acquiring program and the efficiencies this would create between agencies.

ACTION ITEMS

- **Finance**

- a) **Check Disbursement – October 2018**

ACTION: Moved to approve Check Disbursement – October 2018

Motion by: G. McCole supported by J. Hafeman to approve Check Disbursement – October 2018

Motion carried unanimously.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Schlaud AFC	Residential	1/1/19 to 12/31/19	Based on individuals needs from Plan of Service	Based on individuals needs from Plan of Service	None

- b) Contract Grid 11-29-18 (*Schlaud AFC*)

ACTION: Moved to approve Contract Grid 11-29-18.

Motion by: J. Hafeman supported by M. Hofer to approve Contract Grid 12-13-18 as presented.

Motion carried unanimously.

- **Employee Recognition Program Policy**

ACTION: Moved to approve Employee Recognition Program Policy.

Motion by: M. Negro supported by G. McCole to approve Employee Recognition Program Policy as presented.

Motion carried unanimously.

NEW BUSINESS (Discussion only)

J. Cescolini and J. Lindow met with NorthCare this week and reporting monthly financials by funding source recommended. Devising a plan to reduce general fund spending to begin immediately. They will continue to meet with NorthCare and keep the Board informed of new information as soon as available.

- **Finance**

- a) **Interim Financial Statement – September 2018**

Miscellaneous questions addressed.

Outcome: Action Item at next meeting.

- b) **Financial Statement – October 2018**

Miscellaneous questions addressed.

Outcome: Action Item at next meeting.

- c) **Contract Grid 12-13-18 (*Bonnie Daligga, Ilander AFC, Kutha AFC*)**

Outcome: Action Item at next meeting.

- c) **Contract Grid 12-13-18-Addition (*Unitrends*)**

Unitrends is the current backup computer system for Northpointe information. Contract is an agreement to continue support and warranty on device. Promotional quote expires at the end of the week. Miscellaneous questions addressed.

Motion by: M. Negro supported by P. Phillips to move Contract Grid 12-13-18-Addition to Action Item at present meeting.

Roll Call conducted by K. Stankevich, Administrative Assistant

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

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Unitrends	Computer backup service	1-28-19 to 1-27-22	\$11,400.00/3 year contract or \$3800.00/year	\$10,500.00/3 year contract or \$3500.00/year	\$300.00/year

ACTION: Moved to approve Contract Grid 12-13-18-Addition

Motion by: M. Negro supported by T. Korpi to approve Contract Grid 12-13-18-Addition as presented.

Motion carried unanimously.

- **Draft CEO Report** – J. Cescolini, CEO, presented a draft layout for future CEO reports to the Board. Requested feedback from members at the next meeting.

Outcome: Board members to email or telephone proposed changes to J. Cescolini.

- **Lucidoc**

Motion by: M. Negro supported by J. Hafeman to move purchase and contract with Lucidoc to an Action Item at present meeting.

Roll Call conducted by K. Stankevich, Administrative Assistant

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

ACTION: Moved to approve purchase and contract with Lucidoc.

Motion by: M. Negro supported by P. Phillips to approve purchase of Lucidoc set-up for \$4,500.00 and contract for \$600.00/mo. with initial training costs of \$1,250.00.

Motion carried unanimously.

- **Menominee/Marinette Border Dispute** –Treatment disputes at Menominee/Marinette border discussed. Preadmission Screening performed by Community Mental Health in Michigan differs screening provided in Wisconsin. Northpointe workers are not licensed in WI, cannot petition MI judges for an individual not physically located in MI, and cannot bill MI Medicaid if individual is located in WI. J. Cescolini will meet with Bay Area Medical Center, Marinette, and ADAPT to advocate a resolution that fosters collaboration and cooperation. Miscellaneous questions addressed.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- Stakeholder’s Minutes – October 2, 2018
Place on file.

PUBLIC COMMENTS – None.

BOARD COMMENTS

M. Hofer stated that the letter from R. Ducoli included asking for an increase in appropriation dollars from the County. As there has not been an increase in many years, she feels it is time to ask for one.

J. Luhtanen expressed her gratitude to D. Roell, who is retiring, and passed a card for Board members to sign.

G. McCole stated that letter received from R. Ducoli needs further discussion in 2019.

M. Negro expressed feeling more confident about the direction Northpointe is now moving.

R. Roberge agrees that the letter from R. Ducoli needs more consideration in 2019 and wants Board to move forward with analyzing staff wages. Informed Personnel report will be quarterly. Requested Board members receive a copy of Northpointe Table of Organization.

J. Luhtanen stated the NAMI Christmas party was a success with approximately 70 people attending.
J. Luhtanen asked if members wanted to have a potluck before meeting on December 27, 2018 meeting. Consensus is to meet at 4:00 p.m. and to each bring a dish to pass.

ADJOURN

ACTION: Motion by M. Negro supported by P. Phillips to adjourn meeting.

Motion carried unanimously.

Meeting adjourned at 6:10 p.m.

The next Regular Board meeting is scheduled for Thursday, December 27 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary

Kelly Stankevich, Administrative Assistant