NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
April 18, 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.

MEMBERS	Present	Excused Absent	Absent	MEMBERS	Present	Excused Absent	Absent
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 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 – K. Smart, new Human Resource Director, introduced herself and Board Members welcomed her to Northpointe.

APPROVAL OR AMEND AGENDA

J. Lindow requested the addition of an invoice from the Accident fund under New Business. J. Cescolini requested the addition of Contract Grid 4-18-19 under New Business. J. Luhtanen requested the addition of a TRICO update and moving the GLRMH Memo from Misc. Board reports under New Business.
ACTION: Moved to approve agenda as amended.
Motion by: K. Pirlot supported by J. Hafeman to approve agenda as amended.
Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

ACTION: Moved to approve 4-4-19 Regular Board Meeting minutes as presented.
Motion by: J. Hafeman supported by P. Phillips to approve the 4-4-19 Regular Board Meeting minutes as presented.
Motion carried unanimously. A. Martin abstained; she was not present.

COMMITTEE ASSIGNMENTS

Chairperson Luhtanen stated M. Negro wanted to remain as parliamentarian. No objections.
Consensus is for M. Negro to continue serving as Parliamentarian.
Chairperson Luhtanen stated M. Negro wanted to remain on the Recipient Rights Committee. R. Roberge also expressed an interest in being on the Recipient Rights Committee if M. Negro chooses not to be.
Consensus is for M. Negro to continue serving on the Recipient Rights Committee.
Chairperson Luhtanen stated she wished to continue serving on the Great Lakes Executive Committee. No objections.
Consensus is for J. Luhtanen to continue serving on the Great Lakes Executive Committee.
Chairperson Luhtanen stated that M. Hofer wanted to be on the QI Committee. No objections.
Consensus is for M. Hofer to begin serving on the QI Committee.
Chairperson Luhtanen called for interest in serving on the NorthCare Governing Board. Former members J. Hafeman, M. Negro, and A. Martin are still interested in serving. T. Korpi expressed an interest in being on this Board.
Consensus is for J. Hafeman, M. Negro, and A. Martin to continue serving on the NorthCare Governing Board.

PRESENTATION – Clubhouse **Presenters:** C. Monfils and D. Wojakowski
Presented history, purpose, and services of The Clubhouse via PowerPoint. Information about community job placement and independent/supported employment for Clubhouse members discussed. Reviewed main Clubhouse standards. Discussed International accreditation visit coming up in June of 2019. Miscellaneous questions addressed.

ACTION ITEMS

- **Board By Laws and Policies**
  Reviewed of clean copy provided. Remove Section 2 #10 and combine with Section 2 #6. Add verbiage provided by M. Negro to the job description of Secretary/Treasurer position.
  Outcome: Provide new clean copy with above corrections at next meeting. Meet at 4:00 p.m. for work session prior to next regular Board meeting and continue Policies review.

- **Finance**
  a) Financial Statement – February 2019
  ACTION: Moved to approve Financial Statement – February 2019
  Motion by: J. Hafeman supported by M. Hofer to approve Financial Statement – February 2019
  Motion carried unanimously.

NEW BUSINESS (Discussion only)

- **Finance**
  a) **Check Disbursement – March 2019**
  Miscellaneous questions addressed. J. Lindow pointed out a payment for $ 8,092.00 made to the Accident Fund stemming from the Workman's Comp Audit. Determination of audit was that Northpointe underfunded. Amount was over the $ 7,500.00 thresh hold and must be reported per the Board by-laws. Budget questions addressed. Potential revenue of Marijuana sales discussed.
  Outcome: Action Item at next meeting.

A. Martin left at 5:45 p.m.

- **Genoa Pharmacy**
  Information requested at previous meeting. J. Cescolini meeting with TDS next week to see if they are able to provide the same services. Discussed various ways Genoa would save Northpointe money. Discussed individual's better adherence with Genoa staff on site.
  Outcome: Return with a more detailed description of potential savings.

- **Future of the Lighthouse**
  No staff available for the Lighthouse at present. Aggressively looking at ways to fill positions. Placed a bid in newspaper to see if there was interest in bidding as a contracted home. Miscellaneous questions addressed.
  Outcome: Continue exploring options and bring back recommendations.

- **Local Inpatient Costs** (M. Hofer)
  Questions by M. Hofer discussed. Concern of medication discontinuation after release from jail reviewed. J. Kenny is currently preparing a report for the Board that will provide details addressing all questions.
  Outcome: Return to next agenda with detailed report.

- **Strategic Plan FY19**
  J. Cescolini presented the plan recently completed by the Leadership team. R. Roberge stated there are several measurable goals in the plan that could be used for the CEO Performance Appraisal.
  Outcome: Return to next agenda as an Action Item.

K. Pirlot left at 6:00 p.m.

- **CEO Report**
  J. Cescolini reviewed highlights of report with Board.
  Outcome: Informational.

- **CEO Performance Appraisal Draft**
  Outcome: Tabled pending Strategic Plan approval.

- **Contract Grid 4-18-19**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	TRICO	Cleaning	4-1-19-to 3-31-20	$87.98/day	$89.74/day	$1.76/day
Cleaning of 701 & 715 Pyle Dr. Kingsford						
B	TRICO	Lawn Care	4-1-19-to 10-31-19	$146.08 NP and Phoenix Center $52.59 The Pines $24.18 Hughitt St. $60.44 The Lighthouse $108.79 Belgium Pointe $47.70 A Street $12.00/person/hour for additional work ie: Spring cleaning, raking, weeding, etc.	$149.00 NP and Phoenix Center $53.64 The Pines $24.66 Hughitt St. $61.65 The Lighthouse $110.97 Belgium Pointe $48.65 A Street $12.50/person/hour for additional work ie: Spring cleaning, raking, weeding, etc.	$2.92/occurrence $1.05/occurrence $0.48/occurrence $1.21/occurrence $2.18/occurrence $0.95/occurrence $0.50/person/hour

ACTION: A motion was made by J. Hafeman supported by P. Phillips to move the Contract Grid 4-18-19 to an Action Item at present meeting.

K. Stankevich, Administrative Assistant conducted roll call.

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

ACTION: A motion was made by J. Hafeman supported by P. Phillips to approve the 4-18-19 Contract Grid as presented.
Motion carried unanimously.

- **TRICO Update**
  Discussed woodshop closure notice sent and effect on Northpointe individuals. Per C. Kruppstadt, TRICO could not financially continue to run woodshop without hurting other programs.
  Outcome: Informational.

- **Accident Fund Invoice**
  Reviewed during check disbursement conversation. $ 8,092.00 payment made to the Accident Fund after audit determined Northpointe had underfunded.
  Outcome: Will be brought back to next agenda as part of the check disbursement vote for approval.

- **Great Lakes Memo**
  Chairperson Luhtanen currently holds position of Secretary. Great Lakes needs to know who the Northpointe Board is nominating for offices.
  ACTION: A motion was made by J. Hafeman supported by M. Hofer to move the Great Lakes Rural Mental Health Officer Nominations to an Action Item at present meeting.

K. Stankevich, Administrative Assistant conducted roll call.

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

ACTION: A motion was made by J. Hafeman supported by P. Phillips to nominate all current Great Lakes Rural Mental Health Officers for re-election.
Motion carried unanimously.

MISCELLANEOUS BOARD/COMMITTEE REPORTS
Stakeholder's Meeting Minutes 2-5-19
Outcome: Informational

Updated Board Roster 4-5-19
Outcome: Iron River addresses hold incorrect zip codes. Will provide corrected copy at next meeting.

PUBLIC COMMENTS
J. Cescolini informed members that the Dickinson and Menominee County Board meetings are next week and she requested a position on their agendas to provide information regarding changes and updates at Northpointe.

BOARD COMMENTS

J. Luhtanen stated the Great Lakes Fall Conference will be September 8-10 in Houghton at Franklin Square. National Rural Mental Health speaker and Dr. Kangas from NorthCare will be present.

T. Korpi stated he wanted to attend the next Iron County Board meeting. Meeting to be held on May 14.

J. Luhtanen extended the congratulations of the Board to Angel Seelund for being voted Employee of the Month.

J. Luhtanen reminded members that it was not too late to sign up for the NorthCare workshop in Marquette.

R. Roberge informed members there was an article in The Daily News that the State of Michigan appropriated 3 million dollars to start a helpline. No information on when it will begin.

ADJOURN

A motion was made by P. Phillips supported by J. Hafeman to adjourn the meeting.
Motion carried unanimously.

Meeting adjourned at 6:32 p.m.

The next Board meeting is scheduled for Thursday, May 9, 2019 in Kingsford, Michigan with a 4:00 p.m. work session to discuss Board Policies and By-Laws and the regular meeting beginning at 4:30 p.m.

Joan Luhtanen

Joan Luhtanen, Chairperson

Patricia Phillips

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich

Kelly Stankevich, Administrative Assistant