

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**April 26, 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.

<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			Peretto, Patti	X		
Roberge, Robert	X			Phillips, Patricia	X		
Martin, Ann	X			Zevitz, Michael Dr.	X		
McCole, Gerald	X			Luhtanen, Joan	X		

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** J. McCarty, K. Stankevich

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

**PUBLIC COMMENTS** – Ken Fayas from HIS, Inc. addressed the Board regarding his opposition to rates calculated with the rate determination procedure. He presented Board members with a packet of materials. Chairperson Luhtanen thanked Mr. Fayas for supplying further information prior to discussion of the contract.

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked for approval or amendment of agenda.

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

**Motion by:** M. Negro supported by J. Hafeman to approve agenda as presented.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the April 12, 2018 regular Board meeting minutes.

**ACTION:** Moved to approve the 4-12-18 regular Board meeting minutes.

M. Negro requested a correction under New Business; Finance b) Board Member Questions/Responses from the April 12, 2018 minutes. “Request by M. Negro to have any emailed questions in the future, be copied and placed in Board member packets” should also contain “and emailed to all members prior to the next scheduled meeting for review.”

**Motion by:** J. Hafeman supported by G. McCole to approve the amended 4-12-18 Board meeting minutes.

**Motion carried unanimously.**

**PRESENTATION** – Rescheduled at request of the Board Chair.

**ACTION ITEMS**

• **Finance**

a. Contract Grid 4-12-18 (TRICO, HIS Inc., St. Jude's AFC, Stuart Wilson, FI)

#	Contract Name	Contract Type	Date of Contract	Old Rate	New Rate	Change
1.	HIS, Inc.	Residential	5/1/18 to 4/30/19	\$1515.52/day fixed	HIS, Inc. proposed \$1348.81/day; \$252.66 per person/day  NBHS proposed: Rates determined by individual treatment plans. \$232.50 level care match for highest level of care; rates determined by individual treatment plans equals \$1,174.12 including rent at time of mailing.	11% reduction

At request of Board, the CEO and CFO met with K. Fayas from HIS, Inc. to negotiate rates. HIS Inc. counter-proposed an 11% reduction as their final offer.

**Motion by:** M. Negro supported by P. Phillips to keep current contract rate of \$252.59/day per person, without reduction, to HIS Inc. for 1 year.

Miscellaneous questions addressed.

K. Stankevich, Administrative Assistant conducted roll call vote.

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

**Motion carried unanimously.**

#	Contract Name	Contract Type	Contract Dates	Old Rate	New Rate	Change
2.	TRICO	Vocational	10/1/17 to 9/30/18	Out of Home non-Voc hab. Or pre-Voc Hab. \$11.64//hr. Monitoring at a distance - \$12.08/hr. Supported/Integrated Employment - \$35.28/hr. Supported/Integrated Customized - \$35.52/hr.	Out of Home non-Voc hab. Or pre-Voc. Hab. - \$12.96/hr. Monitoring at a distance - \$13.44/hr. Supported/Integrated Employment - \$39.16/hr. Supported/Integrated Customized - \$39.68/hr.	\$1.32/hr. \$0.64/hr. \$3.88/hr. \$4.16/hr.

Discussed meetings held with TRICO and the rates proposed by TRICO.

Discussion of certain bundled rates containing the \$ .53 pass through as per hour/per person for services performed in groups. Payment would be above-and-beyond what direct care worker pass through would cover.

**Outcome:** CEO and CFO to arrange another meeting with TRICO for further negotiations. Place on agenda as ACTION item for next regularly scheduled meeting.

#	Contract Name	Contract Type	Contract Dates	Old Rate	New Rate	Change
3.	St. Jude's AFC	Residential	3/1/18 to 2/28/19	Rates determined by individual treatment plans	Rates determined by individual treatment plans	None
4.	Stuart Wilson	Fiscal Intermediary	4/1/18 to 3/31/19	\$137.50/mo./individuals who engage support staff \$50.00/mo./individuals who do not engage support staff Respite individuals with budget between \$1000-\$1800 are \$30.00/mo. Respite budgets less than \$1000 are \$7.00/mo.	\$137.50/mo./individuals who engage support staff \$50.00/mo./individuals who do not engage support staff Respite individuals with budget between \$1000-\$1800 are \$30.00/mo. Respite budgets less than \$1000 are \$7.00/mo.	None

**Motion by:** J. Hafeman supported by M. Negro to approve St. Jude's AFC and Stuart Wilson, FI as presented on the 4-12-18 Contract Grid.

**Motion carried unanimously.**

#### **Workforce Analysis – Recommendation 2**

Information provided Northpointe was approved for up to \$177,000.00 earmarked for wage increases. Legacy costs are a consideration of the Board. Monies from NorthCare would cover the Medicaid portion of the wage increase for this year only, with remainder from the General Fund.

**Outcome:** Board requested workforce analysis information be resent prior to the next regularly scheduled meeting. Place on the next regular agenda as an Action item.

Chairperson Luhtanen conducted New Business as follows:

#### **NEW BUSINESS (Discussion only)**

- **CEO Contract** – Chairperson Luhtanen opened discussion regarding CEO Contract that ends August 9, 2018. Discussion ensued. Goals and objectives to be discussed at negotiations, if applicable. R. Roberge stated he was impressed by the achievements listed in the letter from the CEO.  
**Outcome;** Board consensus is to place on next regular agenda as Action Item.

Jennifer McCarty conducted New Business as follows:

- **Finance**
  - a) **Check Disbursement** – March 2018  
Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting.
  - b) **Financial Statement** – March 2018  
Miscellaneous questions addressed.  
**Outcome:** Action item for next meeting.
- **Summary Fund Report**  
Review of fund summary. Discussed underfunding of Healthy MI and the general fund. Miscellaneous questions addressed. R. Roberge commented on the proposed Medicaid changes by State legislators.  
**Outcome:** Request by Board to examine alternatives to wait-listing individuals to control costs associated with General Fund expenditures. Discussion item for next meeting.

- **Contract Grid 4-24-18** (*TRICO Agency with Choice, Dale Schmeisser, TRICO Cleaning Kingsford*)  
**Outcome:** Action item for next meeting.
  - **Lawn Care Bids 2018**  
Discussed bids received. Miscellaneous questions addressed.  
**Outcome:** References requested from providers Northpointe has not previously used. Action item for next meeting.
  - **Miscellaneous Board Member Finance Questions**  
**Outcome:** Questions received prior to meeting were included in Board packet.
  - **Vehicle Purchases from March 8, 2018 meeting**  
G. McCole distributed a letter regarding his opposition to the Ford Fusion purchase made by the Board on March 8, 2018. Discussed recall for steering wheel problems.  
**Outcome:** Consensus of the Board is to have recommendations for future vehicle purchases addressed in the Fleet Management Plan.
- M. Negro wants to go on record that she is disappointed to hear Board members speaking negatively about one another and these kind of statements do not need to be part of future Board meetings.
- **2018 CMHAM PAC**  
G. McCole discussed importance of contributions and need for participation.  
**Outcome:** Each member will contribute on their own if they desire to do so.
  - **Telecommuting/Device and Media Control Policy and Procedures**  
Updates provided to the information in the packet including how rental space needs will be impacted by telecommuting procedures.  
**Outcome:** Special Board Meeting to be held in lieu of the next regular meeting on May 10, 2018 at 4:30 p.m. Information requested for job titles and employee equipment issuances, and the scope of work that falls under telecommuting policy to be sent in Board packet. Email copy of Telecommuting/Device and Media Control Policy/Procedures to all Board members.

#### MISCELLANEOUS BOARD/COMMITTEE REPORTS

- NorthCare Governing Board Minutes – March 14, 2018  
**Place on File**

M. Negro requested future NorthCare agenda packets be sent electronically to all Board members.

#### PUBLIC COMMENTS

Ken Fayas, on behalf of HIS Inc. thanked the Board for their decision and requested clarification of when the year begins and M. Negro and P. Phillips stated that 1-year starts May 1, 2018.

#### BOARD COMMENTS

A. Martin, after attending a Board of Commissioner's meeting, stated the Chairperson requested greater detail on wage increases be placed in the minutes. Workforce Analysis – Recommendation 1 to realign below average pay scales, approved by the Board on March 22, 2018, included Janitors - \$10.68 to \$14.78, Facility Manager - \$31,697 to \$41,270, Recipient Rights Officer - \$39,456.00 to \$51,078.00, Community Housing Supervisor - \$35,591.00 to \$49,335.00, and Director of Human Resources - \$53,493.00 to \$72,297.00.

R. Roberge commented on the number of advertisements for MSW's and BSW's he has seen in the newspaper. Questioned if there is a recruitment, salary, or incentive problem in attracting candidates. Requested more information be provided.

J. Luhtanen advised members of an Autism Support group. Led by L. Anderson from the Intermediate School District, 906-776-8164, and is open for any family with an autistic child.

**ADJOURN**

A motion was made by M. Negro and supported by J. Hafeman to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:20 p.m.

A Special Board meeting is scheduled for Thursday, May 10, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant