

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

June 28, 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			Luhtanen, Joan	X		
McCole, Gerald	X						

* Video conference from the Northpointe Menominee office

** Telephone attendance

REPRESENTING ADMINISTRATION: J. McCarty, Bob Ducoli, 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.

ACTION: Moved to approve agenda as presented.

Motion by: G. McCole supported by J. Hafeman to approve agenda as presented.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

ACTION: Moved to approve 6-14-18 regular Board meeting minutes.

Motion by: A. Martin supported by P. Phillips to approve the 6-14-18 regular Board meeting minutes.

Motion carried unanimously.

PRESENTATION – **Crisis Stabilization** **Presenter: J. Kenny**

J. Kenny reviewed her qualifications and background with Board members. Overview of Intensive Crisis Stabilization for Children program per the MI Medicaid Provider Manual discussed. Approved to provide services in April and beginning July 1. Miscellaneous questions addressed.

M. Hofer expressed concerns in Menominee County, individuals in crisis are placed in jail cells or interview rooms if there is no bed available. Jail diversion program discussed. Currently involved in discussion with law enforcement to divert crisis individuals to hospitals rather than jail cells.

ACTION ITEMS

• **Finance**

a) Contract Grid 6-14-18 (*Forever Friendship*)

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Forever Friendship	Drop In Services	7/1/18-6/30/19	\$66,360 (\$5,530.00 /month)	\$65,100 (\$5,425.00 /month)	-\$1,260.00 (-\$105.00/mo.)

ACTION: Motion by J. Hafeman supported by G. McCole to approve 6-14-18 Contract Grid as presented.

Motion carried unanimously.

b) Miscellaneous Board Member Finance Questions

Miscellaneous questions discussed and answered. As policies and procedures renew, acronyms to be defined the first time used in document.

• **Telecommuting/Device and Media Control Procedures**

Minor change requested emailed was not available at meeting to all Board members. Clean copy to be sent in next Board mailing with requested change.

Outcome: Return as ACTION item next meeting.

• **Northpointe Compliance Plan FY18**

Small change to wording regarding copies of reports to Compliance Officer.

ACTION: Motion by A. Martin supported by R. Roberge to approve Northpointe Compliance Plan FY18 with minor wording change.

Motion carried unanimously.

• **Fleet Management Plan**

J. Hafeman spoke with member of Public Health regarding vehicles purchased by them from the State of Michigan. Provided contact information to Fleet Manager. Advised Fleet Manager to contact Federal Agencies and other CMH’s to determine how they manage their vehicles. Request from Board to supply list of all active vehicles in fleet with every Fleet Management Plan in the future. Miscellaneous questions addressed.

ACTION: Motion by A. Martin supported by R. Roberge to approve Fleet Management Plan as presented.

Motion carried 10/1. G. McCole stated he believes this should have gone to a Board sub-committee prior to being presented to the Board for final vote.

NEW BUSINESS (Discussion only)

• **CEO Update**

Chairperson Luhtanen contacted B. Adrian who has agreed to be the interim CEO for a short time. Discussion for July 12 Special meeting regarding CEO Evaluations, CEO Job Description, and criteria members want in the new CEO ensued. Email sent to other regional CMH’s requesting their CEO Job Descriptions and evaluation process for hiring new CEO’s. Suggestions to be brought to Special Meeting.

Outcome: Informational. Information received from other CMH’s to be forwarded prior to meeting.

Jennifer McCarty conducted New Business as follows:

- **Finance**

a) Check Disbursement – May 2018

Miscellaneous questions addressed

Outcome: ACTION item next meeting.

b) Financial Statement – May 2018

Miscellaneous questions addressed.

Outcome: Action item next meeting.

c) Contract Grid – 6-28-18 (*Pathways*)

Discussed purpose of contract. Miscellaneous questions addressed.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Pathways	Child Placement	5/1/18-4/30/19	\$25.00/day	\$25.00/day	None
Contract is for Pathways to use Northpointe for child placement services. Pathways pays \$25.00/day to Northpointe.						

ACTION: Motion made by M. Hofer supported by J. Hafeman to make Contract Grid 6-28-18 (*Pathways*) 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		Peretto	X	
Martin	X		Roberge	X	
McCole	X		Zevitz	X	
Negro	X		Luhtanen	X	

ACTION: Motion made by J. Hafeman supported by M. Hofer to approve Contract Grid 6-28-18 as presented.

Motion carried unanimously.

d) Board Member Finance Questions/Responses

- **Accommodating Individuals with Disabilities Policy**

New policy for procedures already in practice to document how Northpointe will carry out Americans with Disabilities Act. Miscellaneous questions addressed.

Outcome: ACTION item for next meeting.

- **Written Plan for Professional Services**

Plan provided yearly documenting all services provided by Northpointe. Miscellaneous questions addressed.

Outcome: ACTION item for next meeting.

- **General Fund-Expenditure Summary Report**

Costly areas of GF spending and options to reduce costs without waitlisting discussed. Miscellaneous questions addressed.

Outcome: Consensus of the Board is to move forward with recommendations to the following areas:
1. Provide only Emergency Services as required by the Mental Health Code; seek reimbursement for those not required or discontinue*. Contact hospitals for reimbursement if our staff are used for non-required interventions.
2. Provide transportation only required by Medicaid Manual.
After recommendations are complete, bring back for Board vote.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

None

PUBLIC COMMENTS

None.

BOARD COMMENTS

G. McCole requests Board legal counsel receive a copy of the Northpointe Board minutes dating back to when J. McCarty was hired as CEO. Board consensus is to have Special Meeting on July 12 prior to any requests for legal counsel.

A. Martin was invited with a group of community people to tour the Central School building site. Housing of community agencies, Northpointe, Health Department, and children’s museum envisioned by builder. Building is structurally sound, but would require substantial funds for renovation. If the builder moves forward, will bring back to Board for consideration.

A. Martin requested clarification if P. Peretto was still a member of this Board. Chairperson Luhtanen stated that the last she heard she was not. G. McCole stated there was an advertisement placed in The Reporter to replace her.

A. Martin spoke to a friend who praised Northpointe and the services she received.

ADJOURN

A motion made by G. McCole supported by J. Hafeman to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 6:15 p.m.

A Special Board meeting is scheduled for Thursday, July 12, 2018 in Kingsford, Michigan at 3:30 p.m.

A Regular Board meeting is scheduled for Thursday, July 12, 2018 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary

Kelly Stankevich, Administrative Assistant