

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

July 25, 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.

<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		
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 –

APPROVAL OR AMEND AGENDA

J. Luhtanen requested approval or amendment of agenda. J. Cescolini requested the addition of Corporate Compliance Toyota Resolution under New Business. J. Cescolini requested the addition of Strategic Plan Update after the CEO Report/Stoplight Report 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

J. Luhtanen requested approval or amendment of the 7-11-19 Regular Board Meeting minutes. A. Martin requested the minutes reflect that R. Roberge questioned the contribution amounts in the retirement plan under Ad Hoc Policy Revisions.

ACTION: Moved to approve 7-11-19 Regular Board Meeting minutes as amended.

Motion by: J. Hafeman supported by R. Roberge to approve the 7-11-19 Regular Board Meeting minutes as amended.

Motion carried unanimously

PRESENTATION: Autism Program **Presenters:** Mel Buffington/Sandra Hoke

M. Buffington held a Power Point presentation with a brief overview of ABA/Autism program. Presentation included information on what autism is, what it looks like, whom it affects, and methods used during program. Provided example of success story during presentation. Many miscellaneous questions addressed.

M. Zevitz arrived 4:50 p.m.

ACTION ITEMS

• **Finance**

a) **Financial Statement – May 2019**

Motion by: J. Hafeman supported by N. Pasternak to approve Financial Statement – May 2019

Motion carried unanimously.

- **Accessibility and Accommodation Plan**
Motion by: J. Hafeman supported by M. Hofer to approve the Accessibility and Accommodation Plan as presented.
Motion carried unanimously.

- **Ad Hoc Policy Revisions**
Miscellaneous questions regarding informed consent addressed.
Motion by: A. Martin supported by J. Hafeman to approve the Ad Hoc Policy revisions as presented.
Motion carried unanimously.

NEW BUSINESS (Discussion only)

- **Finance**
 - a) **Check Disbursement – June 2019**
J. Lindow reviewed June 2019 check disbursement with members. Miscellaneous questions addressed.
Outcome: Action Item at next meeting.
 - b) **GF Update**
Discussed having GF updates as a standard item at the first meeting each month after the UM Committee has met.
Outcome: Consensus is to have GF updates the first meeting each month.
 - c) **Microsoft Licensing**
Discussed upcoming license renewal. Due to many benefit features, IT recommends a switch to Microsoft 365 going forward. Cost reduction and monthly lease, rather than yearly purchase, also discussed.
Outcome: IT will provide bids. Action Item at next meeting.

- **DCHS Meeting Update**
Reported meeting outcome including future goals and relationship, Discussed working together toward integrated healthcare. Procedure for non-Medicaid Individuals needing Emergency Services screenings reviewed. Will develop a new Memo of Understanding once negotiations are complete. Miscellaneous questions addressed.
Outcome: Informational. More to come.

- **Iron and Menominee Board Meeting Dates**
J. Luhtanen proposed holding a Board meeting once per year in Iron County and once in Menominee County. Discussed touring other facilities prior to meetings in each county.
Outcome: Consensus is to meet once per year in Iron office and once per year in Menominee office. First meeting will be in Menominee County on August 8, 2019 at 4:30 p.m. Any Board member wanting to tour the Clubhouse is to meet there at 4:00 p.m. The meeting in Iron County is scheduled for September 19, 2019 at 4:30 p.m. Any member wanting to tour Boyington and the Windsor Center will meet at 4:00 p.m. at the Iron County Northpointe office. Carpooling available by contacting K. Stankevich, Administrative Assistant prior to meeting date.

- **Community Partners Survey**
J. Cescolini presented members a draft survey on community collaboration. Miscellaneous questions addressed.
Outcome: Send any feedback to J. Cescolini before Friday, August 2, 2019.

- **Outcomes/NorthCare Audit Report**
Discussed options for presenting this year’s Outcomes Report and Audit Report.
Outcome: Special meeting called for August 29, 2019 at 4:30 p.m. in Kingsford to review the Outcomes and NorthCare Audit Reports. A brief Personnel Report will also be provided.

- **CEO/Stoplight Report**
J. Cescolini reviewed highlights of the CEO/Stoplight report including hiring B. Hellman as Director of Children and Family Services, M. Nerat as Director of Acute Services, and S. Graff as Director of Outpatient Services. Miscellaneous questions addressed.
Outcome: Informational.

- **Strategic Plan Update**

J. Cescolini provided a spotlight report of the Strategic Plan goals and the progress made on each item.

Outcome: Informational. Email any questions to J. Cescolini.

- **Corporate Compliance Toyota Resolution**

There is a \$1250.00 cash back option on each of the 2 vehicles purchased. After reviewing a loan from First National versus Toyota finance, there was a savings of \$1,700.00 over the 5-year loan by using the Toyota option. Resolution documentation necessary for Toyota. Miscellaneous questions addressed.

Motion by: P. Phillips supported by K. Pirlot to move the Toyota Certified Resolution and Incumbency Certificate to Lease or Finance 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		Roberge	X	
Pirlot	X		Zevitz	X	
Martin	X		Korpi	X	
Luhtanen	X				

Motion by: J. Hafeman supported by P. Phillips to approve the Toyota Certified Resolution and Incumbency Certificate to Lease or Finance as presented.

Motion carried unanimously.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- Email from The Executive Committee of the Great Lakes Rural Mental Health Association
Discussed State Representatives attending and willingness to listen to concerns at the Fall Conference in Houghton.
Outcome: Send all questions for the Legislative Round Table to K. Stankevich, Administrative Assistant.
- 2018 Office of Recipient Rights Annual Report
Recipient Rights information for the State of Michigan. K. Smith, Northpointe’s Recipient Rights Officer, was recognized and received an award for her services in Recipient Rights.
Outcome: Informational.
- CMHAM Weekly Updates – July 12, 2019
Outcome: Informational
- NorthCare Governing Board Meeting Minutes 6-19-19
Outcome: Place on file.

PUBLIC COMMENTS - None

BOARD COMMENTS

T. Korpi requested a date clarification for next Ad Hoc meeting. Monday, July 29, 2019 at 2:30 p.m.

J. Luhtanen thanked F. McClain, Mary, and Debbie for all the work they put in to the NAMI picnic. She also wanted to thank all the Northpointe staff who attended. Everyone seemed to have fun.

J. Luhtanen reminded Members to consider attending the GLRMHA Fall Conference being held September 8-10 at Franklin Square Inn in Houghton, MI.

ADJOURN

J. Luhtanen, Chairperson, adjourned meeting.

Meeting adjourned at 6:30 p.m.

The next Board meeting is scheduled for Thursday, August 8, 2019 in Menominee, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich, Administrative Assistant