

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**401 Tenth Ave, Menominee, MI**

**August 8, 2019 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

Jan Hafeman, Vice Chairperson, called the meeting to order at 4:30 p.m.; K. 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			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, K. Stankevich

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

**PUBLIC COMMENTS** – B. Brown, M. Nerat, and A. Warzon introduced themselves to Board members.

**APPROVAL OR AMEND AGENDA**

J. Hafeman requested approval or amendment of agenda. J. Hafeman requested the addition of a letter from K. Smith, Recipient Rights Officer, under New Business after the Northpointe Compliance Plan.

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

**Motion by:** A. Martin supported by T. Korpi to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

J. Hafeman requested approval or amendment of the 7-25-19 Regular Board Meeting minutes.

**Motion by:** A. Martin supported by P. Phillips to approve the 7-25-19 Regular Board Meeting minutes as presented.

**Motion carried unanimously.**

J. Dehn arrived 4:40 p.m.

**ACTION ITEMS**

- **Finance**

- a) **Check Disbursement – June 2019**

- Motion by:** R. Roberge supported by K. Pirlot to approve Check Disbursement – June 2019

- Motion carried unanimously.**

- **Microsoft Licensing**

- J. Cescolini informed members of cost savings by moving to Microsoft 365 web based from current licensing. Beyond annual fee savings, there will be savings on server replacements and system patches. Moving to a monthly fee per user.

- Motion by:** A. Martin supported by K. Pirlot to award licensing to PCM for \$23,606.00 as recommended.

- Motion carried unanimously.**

- **Ad Hoc Policy Revisions**

- General Principle
- Political Activity
- Public Relations
- Drug Free Workforce
- Notification of Change in Provider Network
- Psychotropic Medications Pharmacotherapy/Monitoring
- Financial Audits
- ACH and Electronic Transactions
- Change in Type of Treatment
- Communication, Telephone, Visiting Rights
- Complaint Investigation and Resolution
- Comprehensive Exam
- Harassment or Retaliation
- Informed Consent
- Freedom of Movement
- Choice or Change of Provider
- Dignity and Respect
- Labor
- Notification of Rights
- Protection of Service Recipients From Abuse/Neglect
- Resident’s Right to Access Media
- Seclusion and Restraint
- Services Suited to Condition
- RR Committee
- Treatment by Spiritual Means
- Confidentiality and Disclosure
- RR System
- Substance Abuse 42 CFR, Part 2
- SOP Reporting of a Death and Case Closure Procedure

M. Negro thanked A. Martin for her grammatical corrections and all the work that Ad Hoc has done.

**Motion by:** M. Negro supported by R. Roberge to approve the Ad Hoc Policy revisions as presented.

**Motion carried unanimously.**

**NEW BUSINESS (Discussion only)**

- **Finance**

- a) **Financial Statement – June 2019**

Miscellaneous questions addressed.

**Outcome:** Action Item for next meeting. J. Cescolini to research Goodwill costs.

- b) **GF Update**

Discussed proposed package plan system based on insurance coverage. M. Hofer expressed concerns over lack of physicians in Marinette/Menominee and reluctance of physicians to administer psychotropic medications. J. Cescolini explained options in progress with DCMH and Bellin. Discussed need to have GF used on Individuals who are in greatest need while remaining fiscally responsible. Miscellaneous questions addressed. J. Cescolini requested support for spending procedure prioritizing Medicaid and uninsured Individuals.

**Outcome:** Informational

- c) **Contract Grid 8-8-19** (*Clean Kill North, LLC, Superiorland Electronics*)

**Outcome:** Action Item for next meeting.

J. Dehn left at 5:40 p.m.

- **Benefits Specialist Position**

J. Cescolini provided details of role this position would have in saving the Agency money.

**Motion by:** A. Martin supported by J. Hafeman to move approval of Benefits Specialist position to an Action Item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant

ROLL CALL	VOTE	YES	NO		YES	NO
Hafeman		X		Pasternak	X	
Phillips		X		Korpi	X	
Hofer		X		Roberge	X	
Pirlot		X		Martin	X	
Negro		X				

**Motion by:** A. Martin supported by T. Korpi to approve Benefits Specialist position with a pay range between \$11.16 to \$16.06/hr.

**Motion carried unanimously.**

- **Northpointe Compliance Plan**

Revised and clean copy given for review.

**Outcome:** Action Item for next meeting.

- **Recipient Rights Letter**

J. Hafeman read letter and Recipient Rights policy to Board. K. Smith, Recipient Rights Officer, received a complaint regarding CEO. Request for Board to decide if another CMH or the State should do the investigation. M. Negro recommended the State do investigation for a non-biased outcome. K. Pirlot feels investigation will be cleared up quickly, but notes the Board has taken the strictest approach to the alleged complaint.

**Motion by:** P. Phillips supported by M. Hofer to move decision to have the State Office of Recipient Rights investigate alleged complaint against CEO to an Action Item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant

ROLL CALL VOTE	YES	NO		YES	NO
Negro	X		Pasternak	X	
Martin	X		Phillips	X	
Hofer	X		Roberge	X	
Pirlot	X		Korpi	X	
Hafeman	X				

**Motion by:** K. Pirlot supported by P. Phillips to request the State of Michigan Office of Recipient Rights investigate the alleged complaint against the CEO.

**Motion carried unanimously.**

J. Hafeman announced the Board was going to Closed Session.

**ACTION:** Moved to enter closed session.

**Motion by:** A. Martin supported by T. Korpi to go into closed session at 5:58 p.m. to review and discuss an attorney-client privileged Opinion letter dated August 6, 2019 issued by Attorney Bonnie G. Toskey of Cohl, Stoker and Toskey, P.C., Lansing, Michigan.

- **CLOSED SESSION**

**ACTION:** Moved to terminate closed session.

**Motion by:** A. Martin supported by K. Pirlot to terminate closed session.

**Motion carried unanimously.**

The Board Member Meeting reconvened into Open Session at 6:30 p.m.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

CMHAM Weekly Updates – July 26, 2019

**Outcome:** Informational

Recipient Rights 3Q Quarterly Report

**Outcome:** Place on file.

**PUBLIC COMMENTS**

B. Brown, RN, reflected on changes throughout the years regarding treatment. Not enough people to service the need and not enough dollars to deal with all the issues.

M. Nerat spoke regarding the benefit package not only assisting with GF, but also assisting current staffing situation. Focus should be more on consumers already in our services than on new ones coming in.

**BOARD COMMENTS**

M. Negro expressed her thanks to B. Brown and M. Nerat for their very heartfelt messages. Encouraged J. Cescolini to remain strong and it will get better.

A. Martin asked about student loan repayment option that was once in effect for recruitment. HR is currently looking to see what is necessary to qualify for the program again.

J. Hafeman reminded members there is a Special Board meeting on August 29 and the GLRMH Conference in Houghton September 8-10.

**ADJOURN**

**Motion by** P. Phillips supported by R. Roberge to adjourn.

Motion carried unanimously.

Meeting adjourned at 6:40 p.m.

The next Board meeting is scheduled for Thursday, August 22, 2019 in Kingsford, Michigan at 4:30 p.m.

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Jan Hafeman, Vice Chairperson

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Patricia Phillips, Secretary/Treasurer

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Kelly Stankevich, Administrative Assistant