

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

September 14, 2017 - 5:00 p.m.

CALL TO ORDER/ROLL CALL:

Joan Luhtanen, Chairperson, called the meeting to order at 5:00 p.m. Cindy Adrian, Administrative Assistant conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
		<u>Absent</u>				<u>Absent</u>	
Dehn, Janet	X*			Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Peretto, Patti	X		
Luhtanen, Joan	X			Phillips, Patricia	X		
Martin, Ann	X			Zevitz, Michael Dr.	X		
McCole, Gerald	X						

* Video television conference from the Northpointe Menominee office

REPRESENTING ADMINISTRATION: J. McCarty, B. Ducoli, C. Adrian, 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 amend of agenda.

ACTION: Moved to approve the 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

Chairperson Luhtanen asked for a motion to approve the August 24, 2017 regular Board meeting minutes.

ACTION: Moved to approve the regular Board meeting minutes as presented.

Motion by: J. Hafeman supported by G. McCole to approve the 8-24-17 regular Board meeting minutes.

Motion carried unanimously.

PRESENTATION – Employee Survey Results Presenter: Terri Wendt, HR Director

Terri Wendt, HR Director reviewed with the Board the results of the May, 2017 employee survey that indicated comparison data also from last year’s employee survey. The survey results assisted in development of Northpointe’s Strategic Plan. Miscellaneous questions were addressed and Board members expressed their appreciation of staff.

ACTION ITEMS

- **Finance**

- a) Financial Statement – July, 2017

- ACTION:** A motion was made by G. McCole supported by M. Negro to approve the Financial Statement – July, 2017

- Motion carried unanimously.**

b) Revised FY17 Budget

ACTION: A motion was made by J. Hafeman supported by P. Phillips to approve the Revised FY17 Budget.

Motion carried unanimously.

c) Check Disbursement – July, 2017

ACTION: A motion was made by G. McCole supported by J. Hafeman to approve the Check Disbursement – July, 2017.

Motion carried unanimously.

d) Contract Grid 8-24-17 (*Great Northern Home Care; Stephanie Burrows MD; Beacon Specialized*)

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Great Northern Home Care	Respite	8-31-17 to 9-1-18	H2015 - \$3.75/15 min. unit T1005 - \$4.38/15 min. unit	Respite/CLS Rate Guidelines	\$9 to \$12/hr. rather than 15 min. charges
B.	Stephanie Burrows, MD	Telepsychiatry	10-1-17 to 9-30-18	\$185.00/hour	\$185.00/hour	None
C.	Beacon Specialized Living	AFC Home	10-1-17 to 9-30-18	\$222.50 per diem PC and CLS \$125.00 per diem Lifestyle Apt. program \$39.50 per unit Case Mgmt. \$0 per hour Enhanced Staffing Flat Fee Rates: \$400.00 Psych Evaluation \$200.00 Medication Review \$1500.00 Behavior plan assessment & development (1 time fee) \$80.00/month Behavior plan monitoring \$120.00 DBT \$70.00 Group Per Session Individual Sessions: \$120.00 per encounter	\$232.50 per diem \$125.00 per diem \$40.50 per unit \$23.00 per hour \$400.00 \$200.00 \$1500.00 \$80.00 per month \$120.00 per session \$70.00 per session \$65.00 for 16-37 min. \$75.00 for 38-52 min. \$90.00 for 53+ min.	\$10.00 per diem None \$1.00 per unit \$23.00 per hour None None None None None None Divided by minutes

ACTION: A motion was made by M. Negro supported by M. Hofer to approve the contracts for Great Northern Home Care, Stephanie Burrows MD and Beacon Specialized Living as listed on above contract grid 8-24-17.

Motion carried unanimously.

- **Longevity Pay**

ACTION: A motion was made by G. McCole supported by J. Hafeman to award longevity pay to employees.

Motion carried unanimously.

Jennifer McCarty conducted New Business as follows:

NEW BUSINESS (Discussion only)

• **Finance**

a) Contract Grid 9-14-17 (*Gogebic CMH Authority; Birchwood AFC*)

Discussed and reviewed Contract Grid 9-14-17. Questions addressed regarding CMH authority and rates per level of care.

Consensus of the Board is this item will move forward to the next meeting for approval.

Outcome: Action item for next meeting.

b) Board Member Finance Questions/Responses

None received.

• **Board Vacancy**

The Board received a letter from Katie Schinderle stating her resignation from the Northpointe Board effective immediately due to other commitments at this time. The Board of Commissioners have been notified and will appoint a new Board member.

ACTION: A motion was made by M. Negro supported by M. Hofer for resignation letter to become an action item at the present meeting.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Dehn J.	X		Negro M.	X	
Hafeman J.	X		Pasternak N.	X	
Hofer M.	X		Peretto P.	X	
Martin A.	X		Phillips P.	X	
McCole G.	X		Zevitz M.	X	
Luhtanen J.	X				

Motion carried unanimously.

ACTION: A motion was made by J. Hafeman supported by M. Negro to accept with regret the resignation of Katie Schinderle from the Northpointe Board.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Dehn J.	X		Negro M.	X	
Hafeman J.	X		Pasternak N.	X	
Hofer M.	X		Peretto P.	X	
Martin A.	X		Phillips P.	X	
McCole G.	X		Zevitz M.	X	
Luhtanen J.	X				

Motion carried unanimously.

• **FY18 Strategic Plan Draft**

J. McCarty reviewed with the Board the Operation Team’s draft of the FY18 Strategic Plan.

Input was based on data collected from Employee Survey, Stakeholders, community partners, Health Needs Assessment from community, and regulatory obligations/requirements. Reviewed major themes of the Strategic Plan and miscellaneous questions were addressed.

Consensus of the Board is this item will move forward to the next meeting for approval.

Outcome: Action item for next meeting.

- **Direct Care Worker Pass Through**
Legislative update regarding .50 cent increase for direct care staff effective October 1st. Partial information was received from the State clarifying who qualifies as a direct care staff, but are still awaiting further information regarding mechanism of payment/reporting. At this time no action is to be taken until all information is received/clarified.
- **Application for Vacancy on Stakeholder Committee** (*Gale C.*)
Reviewed application received for the vacancy on the Stakeholder Advisory Committee.
Outcome: Action item for next meeting.
- **CEO Report**
Reviewed CEO report. General overview of core agency meetings/workgroups and function. Miscellaneous questions were addressed.

J. Luhtanen assumed the Chairperson position.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- NorthCare Governing Board Meeting Minutes 8-9-17
Report to be placed on file. Update from NorthCare Board Members to Northpointe Board: NorthCare Board voted to revoke the offer of employment to the prospective CEO candidate.

PUBLIC COMMENTS

- Melody Beres, owner of AFC home in Quinnesec, stated her concerns with staff, contract, payment. She has filed a grievance and at this time is awaiting that decision but would like the Board to be aware of the situation.

BOARD COMMENT

- G. McCole reminded staff of the upcoming MACMHB Fall Conference to be held October 23rd and 24th in Traverse City. Any Board member interested in attending should contact Cindy Adrian as soon as possible.
- A. Martin asked that the Board Chairman follow up on public comments and consult with CEO. Also she requested to revisit the start time of meetings and possibly move them back to 4:00 p.m.
- J. Luhtanen stated herself, 2 Board members and CEO attended the GLRMHA Conference and found it to be very informative; next year's conference will be held at the Island Resort in Harris, MI. She also stated October is Mental Health Awareness and would like the agency to engage in community awareness activities.

ADJOURN

A motion was made by G. McCole, supported by P. Phillips to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 6:30 p.m.

The next regular Board meeting is scheduled for Thursday, September 28, 2017 in Kingsford, Michigan at 5:00 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary

Cindy Adrian, Administrative Assistant