

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
October 23, 2014 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:05 p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy	X			Martin, Ann	X		
DeDie, William		X		Negro, Mari	X		
Dehn, Janet	X			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X(4:10 pm)		

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, J. Doll, M. Haavisto, M. Wendt
G. Takala, (video television conference-Iron River office)

PLEDGE OF ALLEGIANCE - The Pledge of Allegiance to the Flag was recited by all

PUBLIC COMMENTS – No public comments

APPROVAL OF THE CONSENT AGENDA:

(Consent agenda items are being presented for review and action by a single vote without discussion. If a member believes that an item requires discussion, then a request is made to pull that one item from the Consent Agenda and to add it to the regular agenda as an item to be discussed).

- a. Approval of Minutes-September 25, 2014 Regular Monthly Board Meeting
- b. Personnel Committee Meeting Report-October 9, 2014
- c. Finance Committee Meeting Report-October 13, 2014
- d. Recipient Rights Committee Meeting Report-October 13, 2014

ACTION: Millie Hofer asked that from the Personnel Committee Meeting report the Table of Organization be added to the agenda. Moved to approve the amended consent agenda as presented.

Motion by: J. Nelson; supported by A. Martin. **Motion carried unanimously.**

APPROVAL OF THE AGENDA:

(Request for additional agenda items).

Karen Raether stated that the agenda would be amended as there will not be a Board presentation and the Table of Organization will be added to agenda. Millie Hofer stated that she would also like to add Waiting List for the Severely Mentally Ill to agenda.

ACTION: Moved to approve the amended agenda as presented.

Motion by: J. Nelson; supported by A. Martin. **Motion carried unanimously**

PRESENTATION: No presentation

M. Zevitz - present 4:10 p.m.

TABLE OF ORGANIZATION

Millie Hofer stated that on the Table of Organization there is a new job description listed called Corporate Compliance Officer and asked when this was added. Karen Thekan stated that this is not a new job description, it has been on the Table of Organization for quite a while, and is an added responsibility that Lisa Dionne, Quality Improvement Manger, took on. Ms. Hofer asked if there was an increase in salary for this. Ms. Thekan stated that Ms. Dionne's pay scale did not change when she took on this added responsibility. Miscellaneous questions were addressed by Ms. Thekan.

CEO REPORT

Karen Thekan stated that her October 2014 CEO Report was in Board packets; she provided the following updates and highlights:

Federal/State:

- The Board Association member assembly meeting will be held during the fall conference. Ms. Thekan, Ms. Raether, and Ms. Hofer are the voting delegates at the fall conference and Ms. Thekan asked if there were any concerns from Board members regarding the Board Association By-Laws that will be voted on regarding the 10 Pre-Paid Inpatient Health Plans that are being added to the Association. No discussion. Ms. Hofer asked if there were any Board members that would like to take her place at the fall conference. Ms. Thekan stated that the registration fee would be lost if Ms. Hofer does not attend the conference. Ms. Hofer stated that she will discuss this further after today's Board meeting with Ms. Thekan. Miscellaneous questions were addressed by Ms. Thekan.

NEW POLICY-BREACH NOTIFICATION

Karen Thekan stated that NorthCare has recommended that the community mental health (CMH) agencies have a specific policy on breach notification. Miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by P. Connors, supported by J. Luhtanen to approve the Breach Notification Policy. **Motion carried unanimously.**

2011 PUBLIC ACT 152: 80%/20% EMPLOYER/EMPLOYEE SHARE CONTRIBUTION FOR 2015 HEALTH INSURANCE

Karen Thekan stated that part of this public act states that annually the Board votes on whether to have the 80/20 split in terms of health insurance contribution or go with the capitation rates. The capitation rates are set by the Department of Treasury every year and Northpointe is still above the capitation rates. Ms. Thekan stated that the recommendation is go with the 80/20 split as this has been done since the inception of this public act. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by M. Negro, supported by J. Dehn to approve the 80%/20% employer/employee share contribution for health insurance for 2015.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy	X		Martin, Ann	X	
DeDie, William			Negro, Mari	X	
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Spence, Christine	X	
Luhtanen, Joan	X		Zevitz, Michael, Dr.	X	

Motion carried unanimously.

COMMUNITY SUPPORT MANAGER PAY SCALE CHANGE

Karen Thekan stated it is being recommended to create efficiencies that the 3 Community Support Assistant Managers be retitled to Community Support Managers, they would take on the responsibility of supervising the peer support specialists, and their pay scale would change from \$24,736.00-\$35,904.00 to \$27,000.00-\$36,720.00. The vacant Community Support Supervisor position (which previously supervised the peer support specialists) will not be backfilled and the 3 Community Support Managers will report to the County Directors. Ms. Thekan stated that even though there would be a pay scale change there would be a net savings of \$39,765.00, in salary alone, by not backfilling the Community Support Supervisor position.

ACTION: A motion was made by J. Luhtanen, supported by P. Connors to approve that the Community Support Assistant Managers be changed to Community Support Managers and their pay scale be changed from \$24,736.00-\$35,904.00 to \$27,000.00-\$36,720.00.

DISCUSSION: Mari Negro stated that because technically there is money being saved by shuffling of funds from one place to another her question would be is Northpointe going to wait list? Ms. Negro further stated that she cannot, in good faith, look at increasing any wage if individuals in the community will be turned away from the agency. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy	X		Martin, Ann	X	
DeDie, William			Negro, Mari		X
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Raether, Karen	X	
Hofer, Millie		X	Spence, Christine	X	
Luhtanen, Joan	X		Zevitz, Michael, Dr.		X

Motion carried: 8 ayes; 3 nays.

GENERAL FUND

Karen Thekan reviewed a General Fund (GF) power point informational presentation on Northpointe's GF allocation of \$1.1 million for fiscal year 2015. After Ms. Thekan presented GF information a lengthy discussion ensued and questions were addressed Ms. Thekan and Mr. Adrian. (Power point presentation available upon request).

WAITING LIST FOR THE SEVERELY MENTALLY ILL

ACTION: A motion was made by J. Dehn, supported by M. Negro to not have a waiting list.

DISCUSSION: Ann Martin stated that liabilities are faced every single day; in the classroom, out on the street, in neighborhoods and she trusts that Northpointe is able to manage the situation and has the expertise as to who needs services. Ms. Martin further stated that she is in favor of a waiting list. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
Connors, Peggy		X	Martin, Ann		X
DeDie, William			Negro, Mari	X	
Dehn, Janet	X		Nelson, John	X	
Freeman, Peggy	X		Raether, Karen		X
Hofer, Millie	X		Spence, Christine		X
Luhtanen, Joan		X	Zevitz, Michael, Dr.	X	

Motion carried: 6 ayes; 5 nays.

NEW BUSINESS – No new business

UNFINISHED BUSINESS

- Board Policies & Board By-Laws
- Recruitment Expense Policy

Karen Raether stated that the unfinished business would be tabled until the November Board meeting.

NORTHCARE REPORT

Mari Negro stated that the 3% raise was again discussed at the NorthCare meeting and the raise will not go into effect unless it goes before the NorthCare Board. Dr. Zevitz stated that meetings continue between NorthCare and State agencies to implement ongoing infrastructure and policies. Karen Raether stated that, at this point in time, NorthCare is down staff due to illness or family situations.

CHAIRPERSONS REPORT

Karen Raether stated that Karen Thekan, Millie Hofer, and herself will be attending the fall Board Association conference from Oct. 26-28.

BOARD PREROGATIVE

- Joan Luhtanen stated that she would like to personally thank and recognize Janet King, who works at the Hughitt Street Apartments, as she will be retiring after working for Northpointe for 25 years. Ms. Luhtanen further stated that Ms. King is the perfect personification of a caring, wonderful person.
- John Nelson stated that he will be attending the first substance abuse advisory board meeting on November 6.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:53 p.m.

The next regular monthly Board meeting is scheduled for **MONDAY, NOVEMBER 24, 2014 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary