

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
February 27, 2014 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:02 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 (4:50 pm)			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 (4:25 pm)		

*(Video Television Conference (vtc) from the Northpointe Iron River office)

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, L. Dionne, N. Benson, M. Wendt
 *G. Takala

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

PUBLIC COMMENTS – No public comments

Karen Raether stated that she was providing a Board committee sign-up sheet and asked Board members to sign-up for Board committees they would be interested in. Discussion ensued about day/time of committee meetings. This will be an agenda item at the March Board meeting.

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 the Minutes-December 19, 2013 regular monthly Board meeting
- b. Finance Committee Meeting Report-January 20, 2014
- c. Recipient Rights Committee Meeting Report-January 20, 2014
- d. Planning Committee Meeting Report-January 20, 2014
- e. Personnel Committee Meeting Report-January 20,2014
- f. Finance Committee Meeting Report-February 18, 2014
- g. Planning Committee Meeting Report-February 18, 2014

ACTION: The consent agenda was amended to remove from the January 20, 2014 Finance Committee Meeting report the Lloyd Contract and from the January 20, 2014 Planning Committee meeting report the Outcomes Report-4th Quarter to the agenda. Moved to approve the amended consent agenda as presented.

Motion by: J. Nelson; supported by M. Negro. **Motion carried unanimously.**

APPROVAL OF THE AGENDA:

(Request for additional agenda items).

The agenda was amended to add from January 20, 2014 Finance Committee Meeting report the Lloyd Contract, from the January 20, 2014 Planning Committee meeting report the Outcomes Report-4th Quarter, and \$90,000 savings from Information Technology to the agenda.

ACTION: Moved to approve the amended agenda as presented.

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

PRESENTATION: No presentation

LLOYD HOUSE CONTRACT

Millie Hofer asked that the following be included in the Board minutes: “As a board member for an Organization that oversees and is held responsible how public money is being spent I feel obligated to present a picture why I voted "no" on Contract A. According to our CEO a clubhouse for mentally ill patients is mandated by the Department of Community Health (DCH). However, the DCH did not stipulate that it has to be placed in a very expensive facility. Even though a one time starting grant of \$ 25,000.00 is available for this clubhouse but by breaking down the cost very little of this grant will be available to pay for the rent and NBHS will end up paying the bill. The breakdown is as follows: monthly rent \$1,000.00; add heating bill (which will be 2.6% of the total heating bill)-no estimate available; add electricity bill-no estimate available; add water bill-no estimate available; add \$18,400.00 to install cabinets, appliances, etc.; add \$3,200.00 to install computers, office supply, etc.; and add \$ 48,000.00 salary. Per the CEO current attendance averages 5 participants. However, since no attendance record in regard to "sign in" and "sign out" is available I was not able to find out how much actual time is spent by a participant. It could be 2 hrs., 1 hr. or 1/2 hr. a day. In addition NBHS does not have a quality indicator to evaluate if the skill building program is effective. According to the CEO a waiver for this program was applied for but was denied. I would like to receive a copy of the waiver application and a copy of the letter of the denial. My question: Is it warranted, efficient and cost effective to spend such large amount of money for services to a very small population for short periods of time? I strongly recommend that NBHS will continue to look for a more cost effective facility in which I am sure, the same services can be provided.” Ms. Thekan stated that a lot of the start-up costs identified by Ms. Hofer are covered by a \$25,000 grant. Ms. Thekan further stated that other facilities were explored and they would have taken a lot of renovation to make them useable. There currently are only 6 individuals attending the clubhouse program but that is only because space is now limited in the Menominee office and the program will grow when it moves to a much larger space. Ms. Thekan also stated that there will be outcomes measures implemented for the clubhouse house once the program is operational and certified. The program will not be certified by DCH until it is offsite because being offsite is a requirement of the program. The clubhouse program is a State mandated Medicaid service which has to be provided. John Nelson stated that the cost per square foot is very reasonable and having the start-up grant is an added benefit. A lengthy discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by P. Connors, supported by J. Nelson to approve the Lloyd House Contract.

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.		

Motion carried: 9 ayes; 1 nay.

M. Zevitz present 4:25 p.m.

OUTCOMES REPORT-4TH QUARTER

Millie Hofer stated that she had indicated there needed to be more qualitative assurance performance indicators and referred everyone to the handout that was provided to them on: “Meaningful Metrics to Evaluated Effectiveness of Services Provided to Assess the Progress of Goals”.

\$90,000 SAVINGS FROM INFORMATION TECHNOLOGY (IT)

Janet Dehn stated she noticed in the December Board meeting minutes there would be a \$90,000 savings from restructuring the IT positions.

ACTION: A motion was made by J. Dehn, supported by M. Zevitz that the \$90,000 IT savings mentioned in the December Board meeting minutes be set aside to fund psychiatric, case management, and nurse practitioner time to allow services to new clients who presently cannot get these services from Northpointe. More specifically the citizens whose physicians say they need psychotropic medications but for whom their private physicians cannot provide the specialized psychiatric care, case management, and/or medication monitoring should access these services at Northpointe. I further move that these increased services for new clients be announced to the medical community.

DISCUSSION: A lengthy discussion ensued and miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian.

ACTION: J. Dehn rescinded her motion, M. Zevitz rescinded his support.

DISCUSSION: This issue will be further discussed when Medicaid expansion goes into effect April 1, 2014.

BOARD PER DIEMS

Karen Thekan stated that Board members previously received information on becoming Northpointe employees for tax purposes. A lengthy discussion ensued regarding Board members becoming a pro-bono or volunteer board and miscellaneous questions were addressed by Ms. Thekan and Mr. Adrian. Ms. Thekan will consult with the Northpointe attorney for further legal clarification on Board members becoming Northpointe employees, etc. At this point in time, Board members will only receive mileage reimbursement and Board per diems will not be paid until legal clarification is received.

W. DeDie present 4:50 p.m.

WRAPAROUND PAY SCALE

Karen Thekan stated this agenda items is a carry-over from the January Personnel Committee meeting as there was no January Board meeting. Ms. Thekan stated that Medicaid is now requiring wraparound services from CMH agencies. Northpointe will post for a full-time wraparound assistant facilitator for Dickinson and Iron Counties and a part-time wraparound assistant facilitator for Menominee County. Ms. Thekan stated that action is being requested on the wraparound assistant facilitator pay scale (which is previously the same pay scale used when Northpointe had a wraparound position) from \$27,000-\$36,720. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

ACTION: A motion was made by J. Nelson, supported by M. Hofer to approve the Wraparound Assistant Facilitator Pay Scale from \$27,000-\$36,720.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
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	

Motion carried unanimously.

CEO EVALUATION TOOL

Peggy Freeman stated the Personnel Committee, at their January committee meeting, reviewed CEO evaluation forms from different CMH agencies and few examples of these evaluations were provided to Board members for their review/information. Ms. Freeman asked Board members for their input regarding how Ms. Thekan's evaluation should be made more measureable. Discussion ensued. As Ms. Thekan's contract does not expire until November 2015 the current CEO evaluation tool will be used for her 2014 annual evaluation and a new evaluation tool will then be implemented for her 2015 annual evaluation.

REVISED TABLE OF ORGANIZATION

Karen Thekan reviewed the revised Northpointe Table of Organization and addressed miscellaneous questions.

REVIEW APPLICATIONS AND APPOINT MEMBERS TO THE NORTHPOINTE RECIPIENT RIGHTS COMMITTEE

Karen Raether reviewed the Recipient Rights Ad Hoc Committee report regarding their recommendation to fill vacancies on the Recipient Rights Committee. There are three vacancies on the Recipient Rights Committee and three applications were received for these vacancies. It is the Ad Hoc Committees' recommendation that Lois Tovar be reappointed and the new appointments of Marc Gauthier and Marylee DeGrave be made to the Recipient Rights Committee. Ms. Raether stated that this issue was requested to be put on the Board agenda and that the three applications should be voted on separately.

ACTION: A motion was made by A. Martin, supported by J. Nelson to approve the reappointment of Lois Tovar to the Recipient Rights Committee. **Motion carried unanimously.**

ACTION: A motion was made by P. Connors, supported by J. Luhtanen to approve the new appointment of Marylee DeGrave to the Recipient rights Committee.

DISCUSSION: Discussion ensued.

ROLL CALL VOTE:

MEMBERS	YES	NO	MEMBERS	YES	NO
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

Motion failed: 5 ayes; 7 nays.

ACTION: A motion was made by M. Hofer, supported by J. Nelson to approve the new appointment of Marc Gauthier to the Recipient Rights Committee. **Motion carried unanimously.**

DISCUSSION: Ms. Thekan stated that the Recipient Rights Committee vacancy will be re-advertised.

J. Nelson excused at 5:25 p.m.

NORTHPOINTE ANNUAL SUBMISSION TO MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

Karen Thekan stated that a Northpointe public forum was held on February 13, 2014 and one individual participated in the forum. Ms. Thekan reviewed the Northpointe annual submission data and addressed miscellaneous questions.

ACTION: A motion was made by P. Connors, supported by P. Freeman to approve the Northpointe Annual Submission to Michigan DCH. **Motion carried unanimously.**

CEO REPORT

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

State/Federal Activity:

- There is a lot of concern with General Fund (GF) dollars and making sure individuals that are eligible for Medicaid are signed up. At this point in time, there are computer glitches with the State to sign up for Medicaid and these will hopefully be worked out soon.
- The Lieutenant Governor recently released the Mental Health and Wellness Commission Report and Ms. Thekan reviewed information in this report.

Regional Activity:

- Don Simila, Executive Director for the Upper Great Lakes Family Center, will be invited to attend an upcoming meeting with the regional U.P. CMH directors to begin discussing the relationship between the Federally Qualified Health Center and the integration of physical and behavioral health.
- Bill Slavin attends weekly meetings regarding the Dual Eligible project. The date to implement this project is July 1, 2014 but, at this point in time, it appears unlikely that timeline will be kept.
- Ms. Thekan participated in an informal review of Hiawatha Behavioral Health and met with their clinical staff to discuss clinical services.
- NorthCare received their full accreditation from URAC.
- Bill Slavin will be attending a Menominee County Board of Commissioner meeting to talk about the substance abuse advisory council that has to be formed at NorthCare.

Local Activity:

- John Hofer, from Bay Area Medical Hospital, has agreed to help Northpointe revise their strategic plan. A meeting with Mr. Hofer will be held in May with the Board chairperson and Ms. Thekan to begin the strategic plan process and meetings will then be held to include Board members in this process.
- The USDA grant proposal for expanding telemedicine at Northpointe, that was submitted by Josef Pelc (prior IT Director), was not approved. Northpointe was short by 2/10% of the minimum score, the score was appealed and it still was not approved.
- The Iron River staff should be recognized as they have not had water at the Northpointe Iron River for one month as the pipes have been frozen. The Creative Achievement Center individuals, who work out of the Iron River office, were relocated to a church so they could continue to work.
- Philip Gardiepy-Hefner has scheduled two Mental Health First Aid trainings in Menominee on March 18 & 19, 2014 for adults and youth. Philip should be recognized as he is one of three people in the U.P. that are trained in Mental Health First Aid and the only person trained in the Mental Health First Aid youth module.
- Karen Raether thanked and congratulated Terri Wendt for her 30 years of employment with Northpointe.
- Millie Hofer thanked and congratulated Kay Williams for her 20 years of employment with Northpointe.

C. Spence excused at 5:50 p.m.

NEW BUSINESS – No new business

UNFINISHED BUSINESS – No unfinished business

NORTHCARE REPORT

- At the last NorthCare Board meeting per diems were set at \$55.00; allocations and the Open Meetings Act were discussed; and participation in meetings via the telephone is acceptable. Ms. Raether participated in the opening and exit interview for the NorthCare URAC accreditation. Ms. Raether stated that Bill Slavin and the NorthCare staff worked very hard in preparing for the URAC accreditation. Ms. Thekan thanked the Northpointe staff for their hard work in helping with the URAC accreditation.

CHAIRPERSONS REPORT - K. Raether

- Three terms for Northpointe Board members are expiring on March 31, 2014: Peggy Connors and Joan Luhtanen from Iron County and Chris Spence from Dickinson County. Ann Martin stated that Dickinson County did advertise for the vacancy but did not receive any applicants. Ms. Thekan stated it would be helpful if the Dickinson County vacancy can be re-advertised for as soon as possible. Iron County has advertised for the two Iron County vacancies and will appoint Northpointe Board members at their April 15, 2014 Board of Commissioner meeting.
- Ms. Raether participated in a telephone conference with Great Lakes Executive Committee to begin planning the fall conference which will be held in Houghton.
- The Michigan Association of CMH Boards will be holding election of officers at the spring conference scheduled for May 19-21 in Dearborn. Ms. Raether stated that 3 officers; the president, 1st vice-president, and 2nd vice-president, are up for re-election/election and reviewed the roster. Ms. Raether asked if anyone had nominations for these positions; no nominations were provided.
- The CMH PAC annual campaign information was provided to Board members. As in other years, Northpointe has chosen to do the campaign as individuals and there will be no change to this.

BOARD PREROGATIVE/AMBASSADOR MOMENT – No Board prerogative/ambassador moment.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 6:15 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, March 27, 2014 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary