

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS
Regular Monthly Meeting
MINUTES
715 Pyle Drive, Kingsford, MI
July 24, 2014 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:00 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 (4:08 pm)			Nelson, John	X		
Freeman, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X(4:20 pm)		

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, 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-June 26, 2014 Regular Monthly Board Meeting
- b. Approval of Closed Minutes-June 26, 2014 Board Meeting
- c. Finance Committee Meeting Report-July 14, 2014
- d. Recipient Rights Committee Meeting Report-July 14, 2014
- e. Personnel Committee Meeting Report-July 14, 2014

ACTION: Millie Hofer asked that from the July 14, 2014 Finance Committee Meeting report the Michigan Rehabilitation Services contract and CARF be added to the agenda. Moved to approve the amended consent agenda as presented.

Motion by: J. Nelson; supported by P. Connors. **Motion carried unanimously.**

APPROVAL OF THE AGENDA:

(Request for additional agenda items).

The agenda was amended to add from the July 14, 2014 Finance Committee Meeting report the Michigan Rehabilitation Services contract and CARF to the agenda. Mari Negro asked that concerns on open meetings be added to the agenda.

ACTION: Moved to approve the amended agenda as presented.

Motion by: J. Nelson; supported by P. Connors. **Motion carried unanimously**

MICHIGAN REHABILITATION SERVICES (MRS) CONTRACT

Millie Hofer asked if Northpointe has ever had a contract with MRS. Karen Thekan stated that there has been a contract with MRS for several years. Bill Adrian stated that MRS is a cash match agreement and annually a MRS contract is Board approved. Ms. Hofer asked if General Funds (GF) has always been transferred to MRS. Ms. Thekan stated that yes GF dollars have always been used for the cash match requirement.

CARF

Millie Hofer asked if Northpointe had a 3 year contract with CARF. Karen Thekan stated that CARF is an accreditation, Northpointe is currently accredited with CARF for 3 years, and there will not be another CARF accreditation needed for 3 years. Ms. Hofer asked if the \$18,000.00 paid for the CARF service is paid out each year. Ms. Thekan stated the total amount for Northpointe's current CARF accreditation was \$14,700.00 for the 3 year accreditation. Ms. Thekan also stated that in 2017, when the 3 year CARF accreditation expires, Northpointe can decide at this time whether to continue with a CARF accreditation. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

J. Dehn present at 4:08 p.m.

OPEN MEETINGS

Mari Negro stated her concern is when the last Personnel Committee meeting was held it was brought to her attention, that prior to Personnel convening and prior to her arrival, there was discussion about issues that were never brought up and discussed at Personnel. Ms. Negro further stated that she finds this to maybe hinging on open meetings violations and has concerns about this. Ms. Negro also stated that if this is not outright an open meetings violation then she has concerns about why it was not addressed in Personnel, is this just gossip, what is going on, and that is her concern. Karen Thekan stated that she sent out an e-mail to the Board regarding a staff resignation to inform them of the resignation, that this person may be contacting the Board, and that if the Board had any questions to contact Ms. Thekan. Ms. Thekan also stated that she does not know how this would be an open meetings violation. Discussion ensued.

M. Zevitz present at 4:20 p.m.

PRESENTATION: General Fund-Karen Thekan & Bill Adrian

Ms. Thekan reviewed a GF power point: who is served; costs covered by GF; what services must be provided; Northpointe Fiscal Year (FY) 2012-13 and FY2013-14 source of funds; projected GF shortfalls for FY2013 and FY2014; steps already taken to reduce GF costs; and potential future steps to reduce GF expenditures. Questions were addressed by Ms. Thekan and Mr. Adrian.

CEO REPORT

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

Local Activity:

- Ms. Thekan reviewed information from the Six County Employment Alliance to facilitate strategic planning for Northpointe. Discussion ensued and consensus of the Board, at this point in time due to the unknown financial situation, strategic planning will be done at a later date.
- On July 16 a "surprise" substance abuse State licensing visit was conducted at the Northpointe Dickinson and Iron County offices and Northpointe passed with flying colors.
- A flyer was provided to Board members inviting them to the grand opening of Lloyd House on August 13 at 3:00 p.m. The Menominee Clubhouse Program will be located in the Lloyd House.
- An invitation from Senator Debbie Stabenow was provided to Board members inviting them to a community reception on August 4 in Menominee. Contact Mary Wendt if you would like to attend as she will be sending in the RSVP.
- There are currently two Master Social Worker (MSW) positions open at the Northpointe Menominee office. Efficiencies are trying to be created and it is being looked at how many individuals, who receive Northpointe services, live north of Stephenson. A letter will be sent to 53 individuals, who live north of Stephenson, from Ms. Thekan and Jennifer McCarthy, Menominee County Site Director, to inform them that services can be offered to them out of the Northpointe Powers office and the potential for changes in care managers. Discussion ensued and miscellaneous questions were addressed by Ms. Thekan.

BEREAVEMENT POLICY

Peggy Freeman stated that the Bereavement Policy (former Funeral Leave Policy) was being brought to the Board for approval and highlighted the changes to it. Discussion ensued. Miscellaneous questions were addressed by Karen Thekan.

Action: A motion was made by J. Nelson, supported by M. Hofer, to approve the Bereavement Policy with the change that special part-time employees will be allowed one (1) work day off if the employee is scheduled to work on the day of services. **Motion carried unanimously.**

DISCUSSION: Ms. Thekan stated that there is conflicting language between Federal and State rules regarding purchasing flowers for a funeral. Previously, Northpointe did purchase flowers for funerals but will now discontinue this due to the conflicting rules. Ms. Thekan stated these conflicting rules include purchasing a retirement gift for employees and this also will no longer be done.

NEW BUSINESS – No new business

UNFINISHED BUSINESS – No unfinished business

NORTHCARE REPORT

Mari Negro highlighted information from the written NorthCare report she provided. Karen Raether stated that NorthCare is working on their infrastructure, at the August NorthCare Board meeting a report will be given on their IT system, the substance abuse coordinating agency is moving forward, and Board training was provided by Diane Bennett on regulatory management and the compliance program.

CHAIRPERSONS REPORT – K. Raether

- The Great Lakes Fall Conference is scheduled September 7-9 in Houghton. The conference information will be sent out soon to Board members and they should contact Mary Wendt if they plan on attending.
- The fall Board Association is scheduled for October 27-28 in Traverse City.

BOARD PREROGATIVE

- Millie Hofer stated the following: “She is very sad about the resignation of Renee. She was an employee for 28 years and received promotions throughout the years. I first hand know how dedicated she was to her job and it really caught me by surprise because it was such an abrupt resignation. I do not know if it would be appropriate for the Personnel Committee to know why that resignation took place but I think it would be very interesting for the Board members to know what really was the reason for it because for 28 years of employment and receiving promotions somehow we owe her a thank you for all that time. I supervised her for a short period of time and I know how dedicated she was and I have to say that because I feel that I owe that to her”.
- Joan Luhtanen stated that she wanted to thank Bill DeDie for making the best hot dogs at the NAMI picnic she recently attended. The picnic was held at a nice location and all the folks that attended it enjoyed themselves.

PUBLIC COMMENTS – No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:45 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, August 28, 2014 in Kingsford, Michigan at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary