

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**  
**Regular Monthly Meeting**  
**MINUTES**  
**715 Pyle Drive, Kingsford, MI**  
**August 28, 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(4:40 pm)			Negro, Mari	X		
Dehn, Janet	X			Nelson, John	X		
Freeman, Peggy		X		Raether, Karen	X		
Hofer, Millie	X			Spence, Christine	X(via phone)		
Luhtanen, Joan	X			Zevitz, Michael, Dr.	X		

**REPRESENTING ADMINISTRATION:** K. Thekan, B. Adrian, M. Wendt  
G. Takala, L. Whear (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-July 24, 2014 Regular Monthly Board Meeting
- b. Finance Committee Meeting Report-August 18, 2014
- c. Planning Committee Meeting Report-August 18, 2014

**ACTION:** Mari Negro asked from the Planning Committee Meeting report that Applications for Vacancies on the Recipient Rights Committee be added to the agenda and Janet Dehn asked from the Planning Committee Meeting report that Northpointe Board Policies and Board By-Laws 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 Applications for Vacancies on the Recipient Rights Committee and Northpointe Board Policies and Board By-Laws

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

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

**PRESENTATION:** Supports Intensity Scale Information-Laurie Whear

Laurie Whear stated that she is part of a State-wide workgroup to obtain information to share with staff on a new State-mandated assessment tool, the Supports Intensity Scale (SIS). The SIS will eventually be mandated for all Medicaid adults with developmental disabilities to be assessed once every three years. Ms. Whear stated that the purpose of the SIS is to prepare case managers with information that will help to improve services for individuals. Ms. Whear reviewed a sample SIS assessment and addressed questions.

**CEO REPORT**

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

### **Federal/State:**

- Jim Haveman, Michigan Department of Community Health (MDCH) Director, will be retiring effective September 12. Nick Lyon has been appointed to replace Mr. Haveman. Liz Kinsley is also leaving MDCH and her replacement is Tom Renwick.
- There is a new initiative that Greg Takala, Iron County Site Director, will be the liaison for. This initiative is for the youth and young adult re-entry program through MDCH.
- MDCH continues to ask for information from Community Mental Health (CMH) agencies on how their General Fund (GF) dollars are being spent.
- Ms. Thekan was asked to be the U.P. representative for the new Michigan Endowment Health Fund. There are grant monies available to target children and senior citizens in regards to healthy lifestyle behaviors. On September 4, in Marquette, there is a "Listening Tour" that will be held which will be an opportunity for people to share community health concerns, barriers, etc. If anyone would like to attend this event contact Ms. Thekan.

### **Regional:**

- "Meaningful Use" criteria continues to be discussed for the region. One of the areas that will need to be implemented for "meaningful use" is that CMH individuals will have to be given a summary of their visit with their practitioner after seeing them. Miscellaneous questions were addressed by Ms. Thekan.

W. DeDie - present 4:40 p.m.

### **APPLICATIONS FOR VACANCIES ON THE RECIPIENT RIGHTS COMMITTEE**

Mari Negro stated at the July Recipient Rights meeting it was mentioned that there were three vacancies on the committee and two applications on hand for these vacancies. Ms. Negro further stated that it was the thought of the committee that as long as there were applications they should be seated and that the Northpointe Board should review the applications for appointment. Discussion ensued.

**ACTION:** A motion was made by M. Negro, supported by P. Connors to appoint Jennifer Simon and Andrea Raygo to a 3 year term on the Recipient Rights Committee. Motion carried: 8 ayes; 3 nays.

### **NORTHPOINTE BOARD POLICIES AND BOARD BY-LAWS**

Janet Dehn stated at the August Planning Committee meeting Board Policies and Board By-Laws were discussed, i.e., should the committee structures remain the same or be changed to a Committee of the Whole. Ms. Dehn further stated that the Planning Committee members present at the meeting did not feel they could represent all Board member preferences so it was recommended to discuss Board Policies and Board By-Laws with the full Board. Ms. Dehn stated that the vision statement is rather narrow and prefers it to reflect the mental health code. Ms. Dehn provided her change to the vision statement for the By-Laws. Ms. Dehn also stated that it should be considered that Section 10, Committees of the Board, be revised to Committee of the Whole. Discussion ensued regarding revising Section 10 to Committee of the Whole. Ms. Martin and Mr. Nelson provided information regarding how Committee of the Whole meetings work for the county commissioner meetings.

P. Connors - excused at 5:00 p.m.

Further discussion ensued. Ms. Thekan asked for assistance and Ms. Negro and Mr. Nelson will provide her with draft language on how Section 10 in the By-Laws should be written to regarding Committee of the Whole. Ms. Dehn also provided changes to Section VIII-NorthCare Board of Directors, in the Board Policies. Board By-Laws and Board Policies will be provided with revisions/changes to Board members at the September 25, 2014 Board meeting for their review.

### **MICHIGAN ASSOCIATION OF COMMUNITY MENTAL HEALTH BOARDS SPECIAL ASSESSMENT**

Karen Raether stated in the August 18 Finance Committee meeting minutes that committee members were not recommending that Northpointe pay the Michigan Association of Community Mental Health Board (MACMHB) special assessment payment and this would be further discussed at the Board meeting. John Nelson stated that the simple reason for not recommending to pay for this special assessment fee was that it was for a "White Paper" which will be available to CMH's, whether they pay the special assessment fee or not. Discussion ensued.

**ACTION:** A motion was made by A. Martin, supported by M. Zevitz to approve that Northpointe does not pay the special assessment fee of \$2500.00 to MACMHB.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

**LONGEVITY PAY**

Karen Raether stated at the August 18 Finance Committee meeting it was recommended that longevity be paid this year to eligible staff. John Nelson stated that he had asked at the Finance Committee meeting how much of the longevity pay would go to staff that work in group homes; and was provided that approximately 75% of staff receiving longevity pay would be going to hourly staff. Mr. Nelson further stated that Millie Hofer had asked whether Northpointe has turned anyone away for services due to lack of GF dollars, which Northpointe has not. Bill Adrian stated that he has recalculated the GF dollars that would be used to pay longevity which comes to approximately \$6,000.00. Discussion ensued and miscellaneous questions were addressed by Mr. Adrian and Ms. Thekan.

**ACTION:** A motion was made by J. Luhtanen, supported by A. Martin to approve longevity pay to eligible staff for this year.

**ROLL CALL VOTE:**

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

**Motion carried: 7 ayes; 3 nays.**

**VEHICLE PURCHASE**

Bill Adrian provided further reviewed information on the vehicles that bids were received for, i.e., fuel efficiency, warranty, etc. Miscellaneous questions were addressed by Mr. Adrian.

**ACTION:** A motion was made by J. Luhtanen, supported by J. Nelson to approve that the Ford Focus from Town and Country be purchased for \$15,200.00.

M. Negro excused at 5:44 p.m.

**ROLL CALL VOTE:**

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

**Motion carried unanimously.**

J. Nelson & A. Martin excused at 5:45 p.m.

**PORTABLE SPACE HEATER POLICY REVISION**

Karen Thekan stated that revisions to the above stated policy statement were made after the August 18 Planning Committee meeting so this policy was coming to the Board for approval. Ms. Thekan also stated that policy revisions need to be done before October 1, 2014 and there was not another Planning Committee scheduled before

this date. Ms. Thekan reviewed the policy statement change which will reflect that space heaters cannot be used in residential homes.

**ACTION:** A motion was made by J. Dehn, supported by M. Hofer to approve the revised Portable Space Heater Policy. **Motion carried unanimously.**

**NEW BUSINESS** – No new business

**UNFINISHED BUSINESS** – No unfinished business

**NORTHCARE REPORT**

Karen Raether highlighted information from the NorthCare meeting: the Dual Eligibles were discussed; annual site reviews still continue; work continues for the substance abuse board; policies continue to be updated; and a new IT plan update was approved.

**CHAIRPERSONS REPORT** – K. Raether

- The Great Lakes conference in Houghton will be attended by Karen Raether and Karen Thekan.
- The fall Board Association conference is scheduled for October 27 & 28 in Traverse City. Mary Wendt will send out an e-mail to Board members informing them of the conference to see if they would like to attend.
- Ms. Raether participated in a telephone conference on August 28 with the Pre-Paid Inpatient Health Plan Board Chairs.

**BOARD PREROGATIVE**

- Joan Luhtanen stated that she appreciated that the Northpointe CARF accreditation information was in the Iron River Reporter.
- Bill DeDie stated that the "Out of the Darkness" suicide prevention walk is scheduled on September 6 at the Iron Mountain City Park.

**PUBLIC COMMENTS** – No public comments

**ADJOURNMENT**

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:56 p.m.

The next regular monthly Board meeting is scheduled for **Thursday, September 25, 2014 in Kingsford, Michigan at 4:00 p.m.**

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Karen Raether, Chairperson

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Peggy Connors, Secretary

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Mary Wendt, Board Secretary