

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**October 12, 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.

| <b><u>MEMBERS</u></b> | <b><u>Present</u></b> | <b><u>Excused</u></b> | <b><u>Absent</u></b> | <b><u>MEMBERS</u></b> | <b><u>Present</u></b> | <b><u>Excused</u></b> | <b><u>Absent</u></b> |
|-----------------------|-----------------------|-----------------------|----------------------|-----------------------|-----------------------|-----------------------|----------------------|
|                       |                       | <b><u>Absent</u></b>  |                      |                       |                       | <b><u>Absent</u></b>  |                      |
| 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:** A. Martin, 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 September 28, 2017 regular Board meeting minutes.

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

**Motion by:** G. McCole supported by N. Pasternak to approve the 9-28-17 regular Board meeting minutes.

**Motion carried unanimously.**

**PRESENTATION** – Home & Community Based Services Presenters: Laurie Whear & Laurie Caruso  
Laurie Whear, Director of Community Inclusion and Laurie Caruso, Comm. Housing Supervisor reviewed with the Board the Home & Community Based Services regulations. Northpointe is obligated and will transition into a plan to meet the regulations by March, 2019 deadline. Miscellaneous questions were addressed.

**ACTION ITEMS**

- **Finance**

- a) Financial Statement – August, 2017

- ACTION:** A motion was made by G. McCole supported by J. Hafeman to approve the Financial Statement – August, 2017

- Motion carried unanimously.**

b) Check Disbursement – August, 2017

Previous questions from last meeting were addressed by B. Ducoli regarding Check #82462 and #84274 and additional miscellaneous questions were discussed.

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

**Motion carried unanimously.**

- **Trauma Informed Policy**

**ACTION:** A motion was made by G. McCole supported by J. Hafeman to adopt the Trauma Informed policy as presented.

**Motion carried unanimously.**

- **FY-18 Strategic Plan**

Previous questions from last meeting were addressed regarding required population to serve and table of organization as it applies to the proposed Strategic Plan. Also a request was made by A. Martin to include in the Board Orientation Manual information regarding mental health code excerpt on priority population.

**ACTION:** A motion was made by G. McCole supported by A. Martin to approve the FY-18 Strategic Plan as presented.

**Motion carried unanimously.**

- **Direct Care Worker Pass Through – Section 1009 Boilerplate**

The region is still awaiting clarification from the State.

**Outcome:** Consensus of the Board is this item will be continued as an action item until which time all required information is received from the State with retroactive pay to October 1<sup>st</sup>.

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- **Finance**

a) Contract Grid 10-12-17 (*Guardian Trac; Virginia Freeborn LLP; Cornerstone*)

Discussed and reviewed Contract Grid 10-12-17 services and rates.

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.

- **MERS Defined Benefit Plan**

MERS is still in the process of developing plan options and costs for the Board to review.

- **MACMHB Invoice**

Reviewed invoice from Michigan Association of Community Mental Health Boards for FY17/18 membership dues.

**Outcome: Action item for next meeting**

- **Misaligned Wage Scales**

Agenda item was prompted by request for information as related to the Strategic Plan. Reviewed misaligned administrative salaries.

**Outcome:** Consensus of the Board is this will be reviewed as a yearly evaluation of all salaries once FY18 budget is received.

- **CEO Report**  
Reviewed CEO report. General overview of core agency meetings/workgroups and function. Request was made to identify staff positions who represent interagency groups. Miscellaneous questions were addressed.

J. Luhtanen assumed the Chairperson position.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- NorthCare Governing Board Meeting Minutes 9-13-17.  
Report to be placed on file.
- GLRMHA General Membership Meeting Minutes 9-12-17.  
Report to be placed on file.

**PUBLIC COMMENTS**

- Melody Beres, owner of Birchwood AFC home in Quinnesec, stated her concerns with being paid fairly for services rendered, assistance with time studies, contract requiring \$3 million in insurance.

**BOARD COMMENT**

- M. Hofer informed the Board of the passing of Dr. Watts who was a psychiatrist in Menominee area.
- A. Martin stated Board of Commissioners have advertised for Northpointe Board vacancy and the deadline for applying is October 18<sup>th</sup>.
- J. Luhtanen stated that Special Olympics will be held Saturday, Oct. 14<sup>th</sup> from 9:00 – 3:00 p.m. at Recreation Lanes.

**ADJOURN**

A motion was made by G. McCole, supported by J. Hafeman to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:45 p.m.

The next regular Board meeting is scheduled for Thursday, October 26, 2017 in Kingsford, Michigan at 5:00 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Cindy Adrian, Administrative Assistant