

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

February 23, 2017 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

J. Nelson, Chairperson, called the meeting to order at 4:00 p.m. Cindy Adrian, Administrative Assistant 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>
Dehn, Janet	X *			Negro, Mari	X		
Hamm, Ray	X			Nelson, John	X		
Hofer, Millie	X			Peretto, Patti		X	
Luhtanen, Joan	X			Phillips, Patricia		X	
Martin, Ann		X**		Schinderle, Katie	X 4:30		
McCole, Gerald	X			Zevitz, Michael Dr.	X		

*video television conference from the Northpointe Menominee office

** Joe Stevens, Board of Commissioner, attending meeting on behalf of Ann Martin.

REPRESENTING ADMINISTRATION: J. McCarty, B, Ducoli, C. Adrian

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

PUBLIC COMMENTS - None

APPROVAL OR AMEND AGENDA

Chairperson Nelson asked for approval or amend of agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: M. Negro, supported by G. McCole to approve agenda.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

Chairperson Nelson asked for a motion to approve the February 9, 2017 regular Board meeting minutes.

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

Motion by: G. McCole supported by M. Negro to approve the 2-9-17 regular Board meeting minutes.

Motion carried unanimously.

PRESENTATION – None

ACTION ITEMS

• **Finance**

a) FY15-16 Final Balance Sheet Income Statement

ACTION: A motion was made by M. Negro supported by J. Luhtanen to approve the FY15-16 Final Balance Sheet Income Statement. **Motion carried unanimously.**

b) Contracts 2-9-17 (*Waste Mngt of Michigan – Boyington, Iron River & Menominee; Lloyd House Limited Dividend Housing; Bedford Specialized Care*)

	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Waste Management of Michigan, Inc.	Trash Removal Iron River 115 Boyington Street	4/1/17- 3/31/18	\$160.00 Base rate plus Fuel and Environmental*	\$160.00 Base rate plus Fuel and Environmental*	None
*Fuel and Environmental/RCR charges fluctuate and are determined at the time of invoicing.						
B.	Waste Management of Michigan, Inc.	Trash Removal Iron River 703 N. 2 nd Ave.	4/1/17- 3/31/18	\$55.00 Base rate plus Fuel and Environmental*	\$55.00 Base rate plus Fuel and Environmental*	None
*Fuel and Environmental/RCR charges fluctuate and are determined at the time of invoicing.						
C.	Waste Management of Michigan, Inc.	Trash Removal Menominee 401 10 th Avenue	4/1/17- 3/31/18	\$80.00 Base rate plus Fuel and Environmental*	\$80.00 Base rate plus Fuel and Environmental*	None
*Fuel and environmental/RCR charges fluctuate and are determined at the time of invoicing.						
D.	Lloyd House Limited Dividend Housing	Lease Addendum	4/1/17- 3/31/20	\$12,000/year	3% annual increase starting 4/1/18 YR 1 - \$12,360.00 YR 2 - \$12,730.80 YR 3 - \$13,112.72	3%/year
Renewal agreement for Menominee Clubhouse						
E.	Bedford Specialized Care Inc.	AFC Home 128 Eisenhower Battle Creek, MI	2/22/17- 2/21/18	\$95.00 per diem for H0043	\$95.00 per diem	None
Renewal agreement for specialized residential care						

ACTION: A motion was made by J. Luhtanen supported by G. McCole to approve Contracts 2-9-17 as listed on above grid. **Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

NEW BUSINESS (Discussion only)

• **Finance**

a) Check Disbursement-January, 2017

Miscellaneous questions were addressed regarding cost of computer services. Consensus of the Board is that this item will move forward to the next meeting for approval.

Outcome: Action item for next meeting

b) Contracts 2-23-17 (*Stuart Wilson, CPA; Anderson, Tackman & Company, PLC*)

Discussed and reviewed Contracts 2-23-17. Miscellaneous questions were addressed regarding the bidding process and policies regarding contracts.

Outcome: Action item for next meeting.

K. Schinderle present at 4:30 p.m.

• **MERS Defined Benefit Plan**

Discussed further Northpointe's MERS Defined Benefit Plan. Miscellaneous questions were addressed regarding benefits, staff retention and cost associated with a defined benefit plan. Consensus of the Board was to request a draft resolution from MERS regarding closure of Defined Benefit Plan for further review.

Outcome: Request from MERS a draft Resolution for MERS Defined Benefit Plan Closure for Board review and move item forward.

- **Start Time of Meetings**

Discussed the possibility of changing the start time of Board meetings to a later start time due to Board member's work schedules, recruitment of future members, public attendance. Suggested start times were 5:00 p.m. and 4:30 p.m. Consensus was a start time of 5pm and to set a start date for the new time at the next meeting.

Outcome: Action item for next meeting.

- **Services for Individuals**

Discussed and reviewed skill building services as listed in Written Plan of Service that Northpointe offers internally. Miscellaneous questions were addressed regarding what other services are available for individuals who no longer qualify for skill building that would better serve their needs, etc. Consensus was to establish an Ad Hoc Committee to review further the parameters/limitations of direct billable services per the Written Plan for Professional Services and Michigan Medicaid Provider Manual.

Outcome: Ad Hoc Committee to be formed to review opportunities available and financial issues/restrictions related to available services per the Medicaid Provider Manual.

- **Great Lakes Rural Mental Health Association – Officer Nominations**

Request was made by GLRMHA for 2017 officer nominations. Discussion held and consensus of the Board was to nominate Joan Luhtanen as Secretary to GLRMHA.

Outcome: Consensus of the Board is to submit a letter to GLRMHA nominating Joan Luhtanen for Secretary.

- **NBHS Policy regarding Wage Scales**

Discussed and reviewed proposed revision to the Wage Scale policy that was requested at last Board meeting. Miscellaneous questions were addressed regarding statement in policy applying to all wage scales; pay scale of all employees. Consensus was to make further revisions to policy and revisit issue regarding wages once budget is established for fiscal year.

Outcome: Action item for next meeting.

J. Nelson assumed the Chairperson position.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- NorthCare Meeting Minutes 1-11-17

To be placed on file. Further clarification was requested regarding PIHP Performance Incentive Bonus Pool Memo – will be addressed by Northpointe representatives of the NorthCare Board.

PUBLIC COMMENTS

None

BOARD COMMENT

J. Luhtanen inquired as to any further updates regarding Boyington group home restructuring to 12 beds. Committee meets regularly and are awaiting budget information.

J. Stevens commended and thanked the Board for their dedication as the future of mental health is very challenging for all.

ADJOURN

A motion was made by M. Negro, supported by G. McCole to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 5:35 p.m.

The next regular Board meeting is scheduled for Thursday, March 9, 2017 in Kingsford, Michigan at 4:00 p.m.

John Nelson, Chairperson

Mari Negro, Secretary

Cindy Adrian, Administrative Assistant