

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**June 9, 2016 - 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.

<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>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused</u></b> <b><u>Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet	X*			Nelson, John	X		
Hofer, Millie	X			Peretto, Patti	X		
Luhtanen, Joan		X		Phillips, Patricia		X	
Martin, Ann		X		Schinderle, Katie	X		
McCole, Gerald	X			Zevitz, Michael Dr.		X	
Negro, Mari	X						

\*video television conference from the Northpointe Menominee office

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

Also present was Barb Kramer, Board of Commissioner, who is attending meeting on behalf of Ann Martin.

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

**PUBLIC COMMENTS** -

Ronnie Endre, CLS Lighthouse, spoke on behalf of staff from the Lighthouse regarding weekend shift differential pay. She stated Lighthouse staff would publicly like to recognize and thank the Board for the 2<sup>nd</sup> and 3<sup>rd</sup> shift pay differential. She also submitted to the Board a signed letter from Lighthouse staff regarding inquiry with reference to decision on weekend pay differential.

**APPROVAL OR AMEND AGENDA**

Chair Nelson asked for approval or amend of agenda.

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

**Motion by:** G. McCole, supported by K. Schinderle to approve the agenda.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chair Nelson asked for a motion to approve the May 26, 2016 regular Board meeting minutes.

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

**Motion by:** M. Negro, supported by G. McCole to approve the minutes.

**Motion carried unanimously.**

**PRESENTATION** - None

**ACTION ITEMS**

**Finance**

a) Check Disbursement Report-April, 2016

**ACTION:** A motion was made by G. McCole supported by M. Negro to approve the check disbursement report. **Motion carried unanimously.**

b) Financial Statement-April, 2016

**ACTION:** A motion was made by G. McCole supported by M. Negro to approve the financial statement.

**Motion carried unanimously.**

c) Contracts 5-12-16

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Forever Friendship, Inc.	Consumer Run Drop In Services	7/1/16-6/30/17	\$85,110.00	\$66,360.00	\$18,750.00 decrease

This is a renewal agreement for Individual run drop in services. They moved to a new rental with lower rent and less utility costs. Staffing costs were also reduced based on consumer utilization.

**ACTION:** A motion was made by G. McCole supported by M. Negro to approve the contract for Forever Friendship Inc. and continue to table the contract with Penny Gregg.

**Motion carried unanimously.**

- **QAPIP; Cultural Competency/Diversity Plan; Compliance Plan**

**ACTION:** A motion was made by M. Negro supported by G. McCole to approve the QAPIP, Cultural Competency/Diversity Plan and Compliance Plan.

**Motion carried unanimously.**

- **Policy - 2<sup>nd</sup> and 3<sup>rd</sup> Shift Differential**

**ACTION:** A motion was made by M. Negro supported by J. Dehn to approve the Shift Differential policy. Task of setting an effective date was delegated to administrative staff to allow time for completing procedures for timecards and training staff on new policy/procedures.

**Motion carried unanimously.**

- **Pay Scale - Chief Financial Officer**

**ACTION:** A motion was made by M. Negro supported by G. McCole to approve pay scale range for the Chief Financial Officer which is directly aligned with the regional average for comparable positions.

**Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- **Finance**

a) Contracts-June 9, 2016

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Pathways - Superior Home	Crisis Residential and Short Term Treatment	3/1/16-Ongoing	\$450/day \$246.71/day	\$470.01/day \$249.87/day	\$20.01/day increase \$3.16/day increase
Agreement renewal for Crisis and Short Term Residential services.						
B.	Superior Rehabilitation & Professional Services	OT/Speech/PT Services	9/1/16-8/31/17	\$59/hr.	\$60/hr.	\$1/hr. increase
Agreement renewal for OT/Speech/PT services.						
C.	Bonnie Daligga	Reflective Supervision	1/1/16-12/31/16	New	\$75/hr. and \$60/hr.	n/a

This is a new agreement for Reflective Supervision. Reimbursement will be \$75/hr. for reflective supervision for infant mental health certification with group of staff needing this certification and \$60/hr. for individual reflective supervision.						
D.	Lake State Industries	Vocational Services and Respite Services	7/1/16-6/30/17	\$9/hr.-Skill Bldg. \$24.84/hr.- Supported Employ. Enclave \$28.88/hr.- Supported Employ. Individ. \$13.04/hr. Respite	\$10/hr. Skill Bldg. \$26/hr.- Supported Employ. Enclave \$30/hr.- Supported Employ. Individ. \$13.60/hr. Respite	\$1/hr. increase \$1.16/hr. increase  \$1.12/hr. increase  \$.56/hr. increase
This is a renewal for Vocational services for one Individual in Escanaba and a renewal for Respite services if needed.						

Discussion ensued regarding travel clause in contracts for Speech services. Information will be obtained and presented at the next meeting.

**OUTCOME: Action item for next meeting**

- **Board By-Laws – Deputy Director**

Discussion ensued regarding appointment of a Deputy Director as stated in Board By-Laws. Consensus was to eliminate from the By-Laws the appointment of a Deputy Director. The County Directors will ensure clinical service operations continue in their respective counties. If an interim CEO is determined to be appropriate, the Board will be tasked with seeking a suitable candidate.

**OUTCOME: Action item for next meeting.**

- **Staff Survey**

Discussed and reviewed draft of compiled survey results. Ad Hoc Committee will be meeting to form a response plan. Also discussed the importance of communicating information to staff through more thorough Board minutes. Survey results will be made available to all staff.

**OUTCOME: Ad Hoc Committee will meet regarding drafting an action plan. Survey is a work in progress, discussion for next meeting.**

- **NorthCare Governing Board**

Clarification obtained in response to Board Member question regarding appointment to NorthCare Governing Board. Northpointe is allowed 3 seats on the NorthCare Governing Board with one alternate.

**OUTCOME: Northpointe members currently appointed to the NorthCare Governing Board will continue.**

**CEO Report**

- Special Board meeting was held June 6, 2016 with Representative Ed McBroom, Lynda Zeller and Tom Renwick of MDHHS discussing budget concerns, lack of inpatient hospital beds as well as transportation concerns. As a result of this meeting a regional group of Emergency Services Managers as well as Directors will be meeting with hospital staff at U.P. Healthcare Systems regarding inpatient beds and certificate of need. Also discussed was the potential of a pilot program for a centralized bed access registry.

John Nelson, Chairperson, assumed the Chairperson position.

## **MISCELLANEOUS BOARD/COMMITTEE REPORTS**

- Ad Hoc Committee Meeting Minutes 5-10-16  
To be placed on file.
- Northpointe Agency Fund Balance  
To be placed on file.
- NorthCare Board Meeting Report 5-13-16  
To be placed on file.

## **PUBLIC COMMENTS**

Barb Kramer, Board of Commissioner, had the following comments: Recommended a Quarterly Newsletter for communication and recognition of employees; she attended the Special Board meeting and regarding the hospitals refusal to take patients in need if they have Federal funding they are probably in violation of the Americans Disabilities Act; minutes are a summary of meeting and anyone has access to website minutes.

**BOARD COMMENT** - None

## **ADJOURN**

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

**Motion carried unanimously.**

Meeting adjourned at 5:10 p.m.

The next regular Board meeting is scheduled for Thursday, June 23, 2016 in Kingsford, Michigan at 4:00 p.m.

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John Nelson, Chairperson

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Mari Negro, Secretary

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Cindy Adrian, Administrative Assistant