

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive, Kingsford, Michigan

February 21, 2008 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, 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>
Babladelis, Ann	X			Luhtanen, Joan	X		
Berger, Floyd	X			Martin, Ann	X		
Connors, Peggy		X		Pomeroy, Judy	X		
DeDie, William	X			Raether, Karen	X		
DeGrave, Marylee	X			Plumley, Robert	X		
Hofer, Millie		X		Spence, Christine	X		

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, L. Dionne, L. Whear, M. Wendt

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

PUBLIC COMMENTS - No public comments

APPROVAL OF THE AGENDA: There were no additions to the agenda.

ACTION: Moved to approve the agenda as presented.

Motion by: J. Pomeroy; supported by F. Berger. **Motion carried unanimously.**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on January 17, 2008.

ACTION: A motion was made to dispense with reading the minutes from the January 17, 2008 Regular Board of Directors meeting and approve as written.

Motion by: A. Babladelis; supported by M.DeGrave. **Motion carried unanimously.**

Karen Thekan stated that on February 4, 2008 Bill Adrian, Chief Financial Officer for Northpointe, celebrated 30 years of employment with Northpointe. Ms. Thekan congratulated Mr. Adrian on his 30 years of employment with Northpointe and stated that Northpointe would not be in the shape it is in today without Mr. Adrian's expertise, dedication, and hard work over the last 30 years. Karen Raether stated that on behalf of the Board they appreciate everything Mr. Adrian does and thanked him for his years of service.

PRESENTATION: Northpointe Group Home Presentation – Laurie Whear, Director of Developmentally Disabled Services

Laurie Whear provided and reviewed a resource handbook on Northpointe's Developmental Disabilities (DD) program. Ms. Whear provided information on consumers that are served through the DD program and goals and services they receive. Ms. Whear also provided pictures and information on Northpointe's DD homes and contract homes that are located throughout Dickinson, Iron, and Menominee Counties. Questions were addressed by Ms. Whear.

FINANCE COMMITTEE REPORT – J. Pomeroy

Ms. Pomeroy highlighted the following from the Finance Committee Meeting Minutes:

1. **ISSUE:** Bills and Payroll

Bills and payroll in the amount \$1,363,217.48 were reviewed, discussed, and recommended for approval.

ACTION: A motion was made by J. Pomeroy, supported by F. Berger to approve bills as presented.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Babladelis, Anastasia	X		Luhtanen, Joan	X	
Berger, Floyd	X		Martin, Ann	X	
Connors, Peggy			Pomeroy, Judy	X	
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie			Spence, Christine	x	

Motion carried unanimously.

2. **ISSUE:** Financial Statement – January 2008

The committee reviewed January 2008 financial statement and recommended for approval. Also reviewed was the final financial statement for Fiscal Year (FY) 2007.

ACTION: A motion was made by J. Pomeroy, supported by A. Babladelis to approve financial statement ending January 2008 as presented.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Babladelis, Anastasia	X		Luhtanen, Joan	X	
Berger, Floyd	X		Martin, Ann	X	
Connors, Peggy			Pomeroy, Judy	X	
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie			Spence, Christine	X	

Motion carried unanimously.

ACTION: A motion was made by J. Pomeroy, supported by M. DeGrave to approve the final financial statement for FY2007.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Babladelis, Anastasia	X		Luhtanen, Joan	X	
Berger, Floyd	X		Martin, Ann	X	
Connors, Peggy			Pomeroy, Judy	X	
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie			Spence, Christine	X	

Motion carried unanimously.

3. **ISSUE:** Contract(s)/Agreement(s)

- a) Erickson's AFC – This is a renewal agreement for specialized Community Living Supports and Personal Care Services in residential settings. There are currently two residents and the rate increases \$.20/day.
- b) Newlin AFC – This is an addendum to the current agreement for the addition of one resident. There is no increase cost to NBHS as this resident moved from Birchwood AFC to Newlin AFC. The daily rate is \$27.11.
- c) Dr. Victoria Weiss – This is a new agreement for counseling services for one individual through self determination. Reimbursement will be at the Medicaid rate.
- d) Self Determination Agreement with an individual consumer who's goes through a fiscal intermediary to hire their own staff. The annual budget is determined at the IPOS. This person's budget is \$10,600 for the year

ACTION: A motion was made by J. Pomeroy, supported by F. Berger to approve all contracts/agreements as noted above.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Babladelis, Anastasia	X		Luhtanen, Joan	X	
Berger, Floyd	X		Martin, Ann	X	
Connors, Peggy			Pomeroy, Judy	X	
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie			Spence, Christine	X	

Motion carried unanimously

PLANNING COMMITTEE REPORT – A. Babladelis

Ms. Babladelis highlighted the following from the Planning Committee Meeting Minutes:

1. **ISSUE:** Centralized Access with NorthCare

Information on NorthCare’s regional access services was reviewed by Mary Beth Haavisto, U.M. Manager, as Northpointe is anticipating a May 19, 2008 date of joining NorthCare’s regional access. Ms. Haavisto provided that Nance Benson, Northpointe Access Manager, will be meeting in early March with NorthCare staff to develop transition plans and preliminary protocols for Northpointe. Karen Thekan provided that by having centralized access through NorthCare this may impact on the no-show/cancellation of intake appointments as well as create efficiencies in the region. Ms. Thekan stated that Gogebic, Pathways, and Hiawatha CMH’s have already joined NorthCare’s centralized access. Miscellaneous questions were addressed Ms. Thekan.

ACTION: Information

2. **ISSUE:** Communications from Great Lakes Rural Mental Health Association (GLRMHA)

• A letter from GLRMHA regarding community contributions was reviewed by Karen Raether. Ms. Raether stated that the GLRMHA 2007 fall conference proved profitable and the GLRMHA Executive Committee has recommended that each regional U.P. community mental health agency be given \$1,000 for a donation to a non-profit organization of their choice. The \$1,000 donation may be given to one non-profit organization or split between a number of organizations. Planning Committee members discussed different organizations to give the money to and provided this will be discussed at the Board meeting for further input from Board members regarding organizations the money should be donated to. Discussion ensued and Board members provided that the \$1,000 should be given to the two local NAMI organizations: Menominee-Marinette NAMI and Wishigan NAMI. If there is money available from GLRMHA for a donation next year a different organization will be chosen. Miscellaneous questions were addressed by Ms. Raether and Karen Thekan.

ACTION: A motion was made by J. Luhtanen, supported by J. Pomeroy that Northpointe designate that \$500 be given to the Menominee-Marinette NAMI organization and \$500 be given to the Wishigan NAMI organization.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Babladelis, Anastasia	X		Luhtanen, Joan	X	
Berger, Floyd	X		Martin, Ann	X	
Connors, Peggy			Pomeroy, Judy	X	
DeDie, William	ABSTAIN		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie			Spence, Christine	X	

Motion carried; 9 ayes; 1 abstain

• A letter from GLRMHA’s regarding a regional advisory committee and a letter from David Schultz, Chair of the NorthCare Board, regarding how communication between NorthCare Board members and regional U.P. Board members can be increased were reviewed. Ms. Raether provided that there had been discussions amongst the regional CMH agencies regarding the possibility of organizing a regional advisory committee comprised of CMH Board members that would meet with NorthCare’s Board of Directors on a regular basis to improve the lines of communications. Ms. Raether also provided that the GLRMHA Executive Committee recently met and made the recommendation that the GLRMHA Executive Committee could possibly be the regional advisory committee but it is her recommendation that the regional advisory committee be made up of a Board member and the CEO from each regional CMH agency. Planning committee members discussed the make-up of the regional advisory committee and provide the following suggestions to improve communication between NorthCare and regional CMH agencies: post NorthCare meeting agendas, meeting times, and meeting minutes on NorthCare’s website. The issue of a regional advisory committee and improved communication will also be discussed with the full Board. Discussion ensued and consensus of Board members is to recommend and support that a regional advisory committee be formed and consist of a Board member and CEO from each regional agency. Consensus of Board members is that communication should be improved with NorthCare in the form of posting NorthCare’s meeting agendas and minutes on their website, offering NorthCare meetings to be viewed via videoconference for all regional U.P. CMH’s, and scheduling the NorthCare Board meetings on a different day than the Pathway’s Board meeting. Miscellaneous questions were addressed by Ms. Thekan and Ms. Raether.

ACTION: Ms. Raether will send a letter to David Schultz regarding Northpointe Board of Directors’ support of a regional advisory committee and ways to improve communication with NorthCare as stated above.

- A letter from GLRMHA's regarding the strategic assessment of GLRMHA was reviewed by Karen Raether. The GLRMHA recently conducted an internal assessment of the value of the organization itself and whether or not its existence is necessary. After the GLRMHA Executive Committee recently met, it was decided that they are a useful organization for the region and should continue with some expanded roles in the future. Planning Committee members discussed the role and existence of GLRMHA and provided that this issue will be discussed with the full Board. Discussion ensued and consensus of Board members is that GLRMHA should continue as it is and that it is a useful organization. Ms. Raether stated that the GLRMHA fall conference is tentatively scheduled for September 8-10, 2008 in Copper Harbor and continued discussion regarding the existence of GLRMHA will be further discussed with all regional CMH agencies at this conference. Ms. Raether also stated that if anyone would like a certain issue discussed at the fall conference, contact her. Miscellaneous questions were addressed by Ms. Raether. **ACTION:** Information
3. **ISSUE:** Communication with NorthCare
- Karen Thekan and Karen Raether both attended the February 5, 2008 NorthCare Board meeting and the following information was provided for Board members' information: November 7, 2007 NorthCare Quarterly Board meeting minutes; February 2008 Chief Operating Officer Report; January 17, 2008 Pathways/NorthCare Executive Committee meeting minutes; and NorthCare Quality Management & Compliance quarterly report. **ACTION:** Information
4. **ISSUE:** Stakeholder Advisory Committee Meeting Report
- Lisa Dionne provided that the first Stakeholder Advisory Committee meeting was held on February 11, 2008 and a new member that was voted onto the Stakeholder Committee was absent from this first meeting. The case manager for this new member was contacted to see if this individual was still interested in being on the committee and the case manager provided that the individual was no longer interested in being on the committee due to various reasons. Ms. Dionne provided that she would like to fill this open committee position and had received one application from Paul Van Minsel after the deadline when the previous applications were due in December 2007. Ms. Dionne provided and reviewed Ms. Van Minsel's application and asked planning committee members for their input into filling the vacant position with this applicant or was there a need to readvertise in the local newspapers for it. Planning Committee members recommended that the open position on the committee be filled by Paul Van Minsel and be presented for approval at the full Board meeting. Miscellaneous questions were addressed by Ms. Dionne. **ACTION:** A motion was made by A. Babladelis, supported by A. Martin to approve that Paul Van Minsel be appointed to the Stakeholder Advisory Committee meeting. **Motion carried unanimously.** Ms. Dionne stated that she will contact Mr. Van Minsel regarding his appointment to the Stakeholder Advisory Committee and if Mr. Van Minsel, for some reason does not accept this appointment, she will go through the process of advertising in the local newspapers for this position.
 - The following from the February 11, 2008 Stakeholder Advisory Committee meeting that was held in the Kingsford office was highlighted by Ms. Dionne: A presentation of Belgium Pointe was provided, presentations for upcoming meeting were reviewed, the committee roster was updated, all committee members signed a confidentiality statement, the Walk-A-Mile rally in Lansing which is scheduled for May 14 was discussed for anyone interested in attending it, Northpointe's Access to Service brochure was reviewed, suggestions for improvement and complaints were reviewed, and December and January CEO reports were discussed. **ACTION:** Information
5. **Miscellaneous**
- Northpointe confidentiality statements will be provided to all Board members at the Board meeting for their signature to make sure Board members are all up to date on signing a confidentiality statement. Karen Thekan stated that anyone that is a visitor and comes onto Northpointe's premises is asked to sign a confidentiality statement which states that if you are at Northpointe and see a consumer who you know or hear something regarding a consumer that this information is kept confidential.

CHAIRPERSONS REPORT - K. Raether

- Peggy Connors and Joan Luhtanen were reappointed to 3 year terms on Northpointe's Board of Directors by the Iron County Board of Commissioners.
- Ms. Raether stated that she and Karen Thekan will be attending the winter MACMHB conference from February 24-27 in Lansing.
- Ms. Raether stated that she and Karen Thekan attended the February 6 NorthCare/Pathways Board meeting.

CEO REPORT

Ms. Thekan stated that her January 2008 CEO report was in Board packets; she provided the following updates and highlights:

Federal/State Activity:

- The state's preliminary budget for FY2009 has come out from the governor. An increase in Medicaid dollars is proposed in the budget with a \$5 million decrease in General Fund (GF) dollars. The department has been looking at the GF allocation and they are talking about reallocating the money and hopefully Northpointe will remain neutral with the new allocation of GF dollars.
- At the January directors' forum meeting Ms. Thekan attended, the focus was on integrating CMH services with primary care. The primary care would be provided in federally qualified health centers. There is a federally qualified health center in Powers, Michigan – The Northern Menominee Health Center. Ms. Thekan has contacted the director of The Northern Menominee Health Center to meet and discuss this issue. Also discussed at the directors' forum meeting was that the state is really discouraging the placement of DD individuals in Mt. Pleasant Hospital and doing whatever it takes to maintain DD individuals in the community.

Regional Activity:

- Northpointe is in the process of obtaining a co-occurring/substance license to serve individuals who are diagnosed with both a substance abuse and mental illness.
- Ms. Thekan provided information on the status of the electronic medical record implementation for the regional CMH agencies. Ms. Thekan stated that the state has given written notice that the region will have to do what NorthCare says and will have to implement the electronic medical record they choose. Miscellaneous questions were addressed by Ms. Thekan.

Local Activity:

- A second interview has been done with a candidate to replace Fran Foley's position in Menominee. Ms. Foley is currently Menominee's Site Director and will be leaving Northpointe at the end of February to pursue other employment.

OLD BUSINESS – No old business

NEW BUSINESS

- Human Resource Department Quarterly Reports
Terri Wendt reviewed and addressed questions on the following quarterly reports for the 1st quarter:
Employee Injury/Accidents; Separated Employees; and Wage Increases.

BOARD PREROGATIVE

- Ann Martin offered her congratulations to Mr. Adrian on his 30 years of excellent service with Northpointe.
- Joan Luhtanen stated that Northpointe was a great help with their DD services for her son and his transition from the ISD to Northpointe programs.

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Rather stated the meeting adjourned. Meeting adjourned at 6:00 p.m.

The next regular monthly Board meeting is scheduled for March 20, 2008, in Kingsford, Michigan beginning at 4:00 p.m.

Karen Raether, Chairperson

Anastasia Babladelis, Secretary

Mary Wendt, Board Secretary