

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

**Regular Monthly Meeting
MINUTES
715 Pyle Drive - Kingsford, MI
November 20, 2008 - 4:00 p.m.**

CALL TO ORDER/ROLL CALL:

Karen Raether, Chairperson, called the meeting to order at 4:05 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>
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		
Luhtanen, Joan	X						

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, L. Dionne, J. Pelc, 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: M. DeGrave; supported by M. Hofer. **Motion carried unanimously.**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on October 23, 2008.

ACTION: A motion was made to dispense with reading the minutes from the October 23, 2008 Regular Board of Directors meeting and approve as written.

Motion by: J. Pomeroy; supported by J. Luhtanen. **Motion carried unanimously.**

PRESENTATION: Family Psycho Education – Amy Moser & Deb Wahoviak

Amy Moser and Deb Wahoviak, Northpointe Clinical Care Managers, provided information on Northpointe's Family Psycho Education group. Family Psycho Education is an evidence based best practice that the State of Michigan has had all community mental health agencies implement. Northpointe's Family Psycho Education group in Kingsford has been in existence for two years and consists of consumers who have a diagnosis of schizophrenia or schizoaffective disorder. The purpose of the group is to educate family members/friends as well as consumers on the impact of schizophrenia in individual's lives. Ms. Moser and Ms. Wahoviak also reviewed a handout on the stages of multiple family group intervention and addressed questions.

FINANCE COMMITTEE REPORT – J. Pomeroy

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

1. **ISSUE:** Security Entry for Menominee/Iron County Offices and Belgium Pointe

Josef Pelc reviewed a request to install a new security entry system at the Menominee/Iron County offices and Belgium Pointe. Mr. Pelc stated that this security entry system was installed in the Dickinson County office, is now fully implemented there, has proven itself, and delivers all that was expected and hoped for. Mr. Pelc further stated that they would now like to continue/finish this project at the above requested sites and the total cost to provide this would be \$6,360.00. Miscellaneous questions were addressed by Mr. Pelc.

ACTION: A motion was made by J. Pomeroy, supported by P. Connors to approve that the security entry system be installed at the Menominee /Iron County offices and Belgium Pointe at a cost of \$6,360.00.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
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	
Luhtanen, Joan	X				

Motion carried unanimously.

2. **ISSUE:** Bills and Payroll

Bills and payroll in the amount \$1,632,048.37 were reviewed, discussed, and recommended for approval.

ACTION: A motion was made by J. Pomeroy, supported by M. DeGrave 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>
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	
Luhtanen, Joan	X				

Motion carried unanimously.

4. **ISSUE:** Financial Statement - October 2008

The committee reviewed September 2008 financial statement for informational purposes only. The committee then reviewed October 2008 financial statement and recommended for approval.

ACTION: A motion was made by J. Pomeroy, supported by F. Berger to approve financial statement ending October 2008. .

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
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	
Luhtanen, Joan	X				

Motion carried unanimously.

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

a) Dude's Delivery – This is a renewal agreement for transportation services for consumers needing a ride to inpatient psychiatric services. The rates are going from \$.65 to \$.70 per mile and:

- With prior Northpointe approval, hotel rooms shall be reimbursed when a receipt is presented with the billing.
- With prior Northpointe approval, meals shall be reimbursed at the Northpointe rate.
- With prior Northpointe approval, a second staff person is deemed necessary for the safety of the consumer and staff, the mileage reimbursement rate will be increased to \$.75 per mile

b) St. Mary's Hospital – This is a renewal agreement for inpatient psychiatric services in Rhinelander. The increase is 7% making the daily rate \$1075.43/day.

c) Wakeham CFC – This is an addendum to the current agreement for the addition of another child as a long term placement. The rate will be \$150 per day for the initial 30 days and then reevaluate.

d) Birchwood AFC – This is an addendum to the current agreement for the addition of a respite rate of \$80/day for a new short term resident.

e) Mary Jo Rhode – This is a new Single Case Agreement for the provision of outpatient counseling through self determination to one consumer in Iron County. The rate will be \$55.96/encounter.

f) Hiawatha Behavioral Health – This is a new agreement with Hiawatha for them to place a child in the Lighthouse. NBHS will charge a daily rate of \$300/day for the initial 30 days to provide 1 to 1 staffing and then \$157.11 per day. A separate agreement will cover all professional services.

g) Pathways – Pathways has requested Child Placing Agency services from NBHS for one 17 year old to move into an Adult Foster Care. NBHS will charge \$1500.00 for this service until the adolescent's 18th birthday.

- h) Carlson Medical Clinic – Renewal agreement for physician services to Maple Ridge. The rate will go from \$150/hr to \$200/hr. Usual bill is 2-3 hours per month.
- i) Carrie Zigman – This is a renewal agreement for speech therapy services. she is requesting a \$2.00/hr raise bringing her to:(\$54.00) per hour for direct services and forty-seven (\$47.00) dollars per hour for in-direct services, up to thirty-five (35) hours per month for all direct and indirect non-OBRA services. (\$54.00) per hour for OBRA evaluations.

ACTION: A motion was made by J. Pomeroy; supported by P. Connors to approve contracts/agreements as noted above. Miscellaneous questions were addressed by Bill Adrian and Karen Thekan

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
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	
Luhtanen, Joan	X				

Motion carried unanimously.

PLANNING COMMITTEE REPORT – J. Luhtanen

Ms. Luhtanen highlighted the following from the Planning Committee Meeting Minutes

1. **ISSUE:** Stakeholder Advisory Committee Meeting Report
The October 13, 2008 Stakeholder Advisory Committee meeting was held at the Menominee office. A presentation was provided by the EDT program and upcoming terms that are expiring on the stakeholder committee were reviewed. **ACTION:** Information
2. **ISSUE:** Final QI Outcomes Report for the Year
The year end final QI Outcomes Report was reviewed by Lisa Dionne and some indicators in the report discussed were: DD care management, DD level of functioning scores, hospitalization rate, and children with a mental illness. Miscellaneous questions were addressed by Ms. Dionne and Karen Thekan. **ACTION:** Information
3. **ISSUE:** 2009 Tentative Board/Committee Meeting Dates
A draft of the 2009 Board of Director meetings and committee dates were reviewed by Board members. **ACTION:** A motion was made by J. Luhtanen, supported by M. Hofer to approve the revised 2009 Board of Director meeting and committee dates. **Motion carried unanimously.**
4. **ISSUE:** ACT Update in Menominee
Karen Thekan stated that Dr. Razdan’s final date of employment with Northpointe will be February 26, 2009 but beginning December 12, 2008 he will only be working part-time. Ms. Thekan stated that with Dr. Razdan leaving Northpointe and he is the psychiatrist on the ACT team; the requirement for ACT cannot be met. A notice was sent to the Department of Community Health (DCH) and NorthCare notifying them that as of November 26, 2008 the ACT team in Menominee was transitioning consumers out of the program. From an ACT consumer standpoint they will not see any difference in services they receive: they will still receive daily contacts, be able to see a doctor, receive community support in their home, etc. but the services will be billed differently. Ms. Thekan stated that she has received communication from DCH regarding the dissolution of the ACT Team and their concern with this and is in discussion with NorthCare as to possible alternatives. Miscellaneous questions were addressed by Ms. Thekan. **ACTION:** Information
5. **ISSUE:** Physician Update
DISCUSSION: Karen Thekan stated that with the leaving of Dr. Razdan the following physician coverage will be implemented: a) Dr. Joe Cools will now be coming to the Kingsford office 2 days a month starting in January 2009; b) Dr. Jan Cools will join Northpointe employment in January 2009 two days a month in the Kingsford office to see children; c) Dr. Hussain, who currently works one day a month in the Iron River office, will add one day a month in the Menominee office to see children; and d) Diane Roell, the new nurse practitioner, will be joining Northpointe employment in December 2008 and she and Patty Webber will be seeing age 12 and above and adult consumers. Ms. Roell will be working in the Menominee and Kingsford offices and Ms. Webber will be working in the Kingsford and Iron River offices. Miscellaneous questions were addressed by Ms. Thekan. **ACTION:** Information

CHAIRPERSON REPORT - K. Raether

- Chris Spence will be appointed to the finance committee until March 2009 when new committee appointments will be made.

- The annual Board holiday get-together will be held after the December 18 Board meeting
- A Great Lakes Executive committee meeting will be held in December.

CEO REPORT

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

Federal/State Activity:

- The Board Association children's committee recently met and they are focusing their efforts on suicide prevention which will be geared towards children.

Regional Activity:

- The NorthCare Public Forum was held on October 29 in Iron Mountain and was nicely attended. Comments from the public forum that were shared from individuals that attended was consistency for better wages for residential workers, lack of dental care for Medicaid recipients, continue educating/implementing the recovery model for consumers, and that stigma in the community is lessening.
- Ms. Thekan attended the Pathways/NorthCare Board meeting via VTC and provided information from the meeting. Ms. Thekan stated that information from their Board meeting was also provided to Northpointe Board members in their Board folder. If any Board member would like to attend the Pathways/NorthCare Board meeting, via VTC, the meetings are held the first Wednesday of each month and they should contact Ms. Thekan.

Local Activity:

- Ms. Thekan attended the annual Healthy Youth Coalition meeting and provided/reviewed the Youth Asset Report with Board members.

OLD BUSINESS - No old business

NEW BUSINESS

- Election of New Secretary
 Karen Rather stated that a new secretary needed to be elected and this position would be held until March 2009 as elections are then held in April 2009 for new officers. As Board Chairperson, Ms Rather, opened the floor for nominations for the position of Secretary. Judy Pomeroy nominated Peggy Connors for Secretary. Ms. Raether called for any other nominations three times.
ACTION: Hearing no other nominations, it was moved by J. Pomeroy supported by J. Luhtanen to close nominations at this time and cast an unanimous ballot for Peggy Connors for the position of Secretary.
Motion carried unanimously

BOARD PREROGATIVE

- Joan Luhtanen stated that she would like to see more benefits given to part-time residential staff i.e., health insurance, to help with retention.

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Rather stated the meeting adjourned. Meeting adjourned at 5:40 p.m.

The next regular monthly Board meeting is scheduled for December 18, 2008, in **Kingsford, Michigan beginning at 4:00 p.m.**

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary