

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

**Regular Monthly Meeting
MINUTES
715 Pyle Drive - Kingsford, MI
June 19, 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: B. Adrian, K. Thekan, 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: A. Babladelis; supported by P. Connors. **Motion carried unanimously.**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the Regular Board of Directors meeting on May 15, 2008.

ACTION: A motion was made to dispense with reading the minutes from the May 15, 2008 Regular Board of Directors meeting and approve as written.

Motion by: J. Luhtanen; supported by P. Connors. **Motion carried unanimously.**

PRESENTATION: Access and Eligibility - Dr. Joseph Cools

Karen Raether introduced Dr. Joseph Cools, Medical Director for NorthCare and Northpointe. Dr. Cools provided and reviewed a power point presentation on Access & Eligibility for community mental health (CMH) services and what services individuals are eligible to receive. Dr. Cools stated that Michigan recognized the inconsistencies for access and eligibility across the state and required the public mental health system and CMH's to develop a new system for access and eligibility. Dr. Cools stated there are two basic funding sources for access and eligibility: Medicaid and General Fund monies. NorthCare has recently implemented a centralized access system for the U.P. regional CMH's and Northpointe joined this central access system on May 12, 2008. Miscellaneous questions were addressed by Dr. Cools.

FINANCE COMMITTEE REPORT – P. Connors

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

1. **ISSUE:** E-Mail Archiving System

An IS proposal regarding the purchase of an e-mail archiving system was reviewed by Josef Pelc. This system will provide an updated system which would replace the current one that is inefficient and unreliable. The two proposals in which to purchase the e-mail archiving system were reviewed: Option 1 would be a 4 year term with \$1 buy-out for a total 5 year ending cost of \$12,965.00 and Option 2 would be a 3 year term renewable at the same rate for a total 5 year ending cost of \$13,230.00.

ACTION: A motion was made by P. Connors, supported by M. DeGrave to approve Option 1 as stated above for the purchase of an e-mail archiving system for a total cost of \$12,965.00. 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>
Babladelis, Anastasia	X		Luhtanen, Joan	X	
Berger, Floyd	X		Martin, Ann	X	
Connors, Peggy	X		Pomeroy, Judy		
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie	X		Spence, Christine		

Motion carried unanimously.

2. **ISSUE:** Vehicle Bids

Bill Adrian provided that Northpointe has three vans that need to be replaced and each van has an average of over 200,000 miles on them. Ads were placed in the local newspapers advertising for bids for the vans and Mr. Adrian reviewed the bids that were received.

ACTION: A motion was made by P. Connors, supported by A. Babladelis to approve the purchase of three (3) 2007 Dodge Caravan program mini vans from Town & Country at a total cost of \$13, 616.00 each. Miscellaneous questions were addressed by Mr. Adrian.

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	X		Pomeroy, Judy		
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie	X		Spence, Christine		

Motion carried unanimously.

3. **ISSUE:** Bills and Payroll

Bills and payroll in the amount \$1,580,146.59 were reviewed, discussed, and recommended for approval.

ACTION: A motion was made by P. Connors, supported by A. Babladelis to approve bills as presented. Miscellaneous questions were addressed by Mr. Adrian.

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	X		Pomeroy, Judy		
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie	X		Spence, Christine		

Motion carried unanimously.

4. **ISSUE:** Financial Statement – May 2008

The committee reviewed May 2008 financial statement and recommended for approval.

ACTION: A motion was made by P. Connors; supported by F. Berger to approve financial statement ending May 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	X		Pomeroy, Judy		
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie	X		Spence, Christine		

Motion carried unanimously.

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

- a) Wakeham Residential Services – This is a renewal agreement for specialized residential services at The Lighthouse. The rate remains \$157.11/day. There is new contract language added and performance objectives that must be met to maintain licensing compliance. NBHS will increase the monitoring of the home.
- b) Stuart Wilson, CPA – This is a renewal agreement for fiscal intermediary services. The 2007 rates were \$130.00/month for 2008 remain the same
- c) The Manor – this is a renewal agreement for specialized residential services for youth downstate. Last years rate was \$182.25/day and will not change for this year.
- d) Anderson, Tackman & Co. – This is a renewal agreement for fiscal intermediary services for one consumer through self determination. The monthly rate will go from \$150/mo to \$160/mo.
- e) Whispering Pines - this is a renewal agreement for specialized residential services for the home in Carney. Last years rate was \$129.05 and the rate for next year will remain the same.
- f) Whispering Pines – this is a renewal for the leasing of the home in Carney. The old rate of \$850/mo will continue.
- g) Anderson, Tackman & Co. – This is an agreement for an additional 2 years for Northpointe’s independent audit (to coincide with the two years Anderson, Tackman & Co. has left on the regional compliance audit) at \$10,000 per year which is an increase of \$500 from last year.
- h) NorthCare’s Subcontract for Medicaid – Language for this contract is still being worked out with NorthCare. Northpointe is scheduled to receive 16.84% of Medicaid funds that are received by NorthCare and permission needs to be granted to sign this contract when it is received.

ACTION: A motion was made by P. Connors supported by M. DeGrave to approve all contracts/agreements as noted above. Miscellaneous questions were addressed by Bill Adrian.

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	X		Pomeroy, Judy		
DeDie, William	X		Raether, Karen	X	
DeGrave, Marylee	X		Plumley, Robert	X	
Hofer, Millie	X		Spence, Christine		

Motion carried unanimously

PLANNING COMMITTEE REPORT – A. Babladelis

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

1. **ISSUE:** Vacancy on Recipient Rights Committee-Update

Ann Babladelis stated that at the time of the Planning Committee meeting on June 16 there were no applications that had been received for the vacancy on the Recipient Rights Committee. Karen Raether stated that an application has now been received since the June 16 Planning Committee meeting. Ms. Raether asked Board members if the application should be reviewed at the Board meeting or at the July Planning Committee meeting. Consensus of Board members was to review the application at the Board meeting. The application of Lois Tovar was reviewed for the vacancy on this committee. Ann Babladelis asked if Ms. Tovar was an employee of Northpointe and Marylee DeGrave stated that she is not.

ACTION: A motion was made by A. Babladelis, supported by M. DeGrave to approve that Lois Tovar be appointed to fill the remainder of Carolyn Hanson’s term on the Recipient Rights Advisory Committee from June 20, 2008 to March 31, 2011. **Motion carried unanimously.**

2. **ISSUE:** Outcomes Report-1st & 2nd Quarter

The Outcomes Report for the 1st and 2nd quarters was reviewed by Lisa Dionne. Indicators in the report discussed were: Continuum; Coordination of Care; CLS staff invited to consumer IPOS; Home Based; and Residential. Ann Babladelis stated that some indicators in the report did not meet the standard. Ms. Dionne stated that plan of corrections are in place for these indicators that did not meet the standard.

ACTION: Information

3. **ISSUE:** Stakeholder Advisory Committee Meeting Report

The following information from the June 9, 2008 Stakeholder Advisory Committee meeting that was held at the Gathering Pointe in Iron River was highlighted by Lisa Dionne: Greg Takala, Iron County Site Director, provided an update on Iron River services; the NorthCare site review was discussed; the upcoming CARF audit

was discussed; the Outcomes Report was reviewed; a report on NorthCare's centralized access was reviewed; suggestions for improvement/ grievances/ complaints were reviewed; and the Belgium Pointe move was discussed. **ACTION:** Information

4. **Miscellaneous**

- The CARF auditors will be at Northpointe on June 18-20. Their introduction interview was on June 18 and their exit interview is scheduled for June 20. Lisa Dionne stated that Board members are invited to the exit interview on June 20. Karen Raether stated that she, Ann Babladelis, and Joan Luhtanen were interviewed by one of the CARF auditors prior to the Board meeting. The CARF auditor provided that he goes all over the United States conducting CARF audits and that Northpointe is one of the best facilities he has ever seen. Joan Luhtanen, along with the Board, expressed their gratitude to all Northpointe staff for the hard work that they do.
- Bill DeDie was asked if he had any further information to provide on the Bell Isle walk in Detroit. Mr. DeDie provided that he is still in the process of obtaining information on the walk and will provide it when received.

Peggy Connors excused at 5:33 p.m.

CHAIRPERSONS REPORT - K. Raether

- Karen Raether stated that she would like to present Karen Thekan with an employee certification of appreciation for her 15 years of employment with Northpointe. Ms. Raether stated the Board would like to thank Ms. Thekan for her hard work and dedication over the last 15 years. Ms. Raether stated that the Board would also like to thank Bill Adrian for all of his hard work during Ms. Thekan's absence over the past month.
- Doug Morton's, CEO for Pathways/NorthCare, retirement dinner will be held on June 26 and Ms. Raether and Ms. Thekan will be attending it.
- Information on the Great Lakes fall conference that will be held Sept. 8-10 in the Keweenaw was provided to Board members. If any Board member would like to attend this conference, they will need to let Mary Wendt know by the July Board meeting.

MICHIGAN ASSOCIATION of COMMUNITY MENTAL HEALTH BOARDS (MACMHB) SPRING CONFERENCE REPORT

Karen Raether stated that she and Bill Adrian attended the conference from May 19-21 in Dearborn. Ms. Raether stated that they attended the regional member assembly meeting where regional appointments were made and leadership positions discussed. Workshops attended were board works, jail diversion, motivational interviewing and a talk by Michael Head, interim CMH deputy director. Bill Adrian stated that a lot of emphasis is being made to move towards recovery and best practices.

CEO REPORT

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

Federal/State Activity:

- Judge Slagle, Dickinson County Probate Court Judge, contacted Karen Thekan regarding information he received from the justice department in terms of grant money that is available to set up mental health courts in the state. Ms. Thekan provided that she and Judge Slagle will meet to discuss the issue of mental health courts and grant money that would be available for next year for this.
- Dave LaLumia, Executive Director of the Board Association, is leaving his position to take another job. Mr. LaLumia has been with the Board Association for 27 years.

Regional Activity:

- An update from NorthCare regarding the PCE implementation was provided to Board members for their information. Gail Hall, Pathway's new CEO, will be meeting with Northpointe's managers on July 15 in Kingsford and will also attend Northpointe's Board planning retreat meeting on August 22 as a presenter.

Local Activity:

- The consumers' transition in their move to Belgium Pointe went very well. Belgium Pointe's open house will be held on July 22 and further information will be provided to everyone soon on the open house.

OLD BUSINESS – No old business

NEW BUSINESS – No new business

BOARD PREROGATIVE

- Ann Martin stated that Peggy Connors had to leave the Board meeting early and that Ms. Connors would like to schedule a Personnel Committee meeting for July. The Personnel Committee meeting will be scheduled for Thursday, July 17 at 12:00 noon at Northpointe's Iron River Office.
- Karen Raether reminded Board members that the July 17 Board meeting is scheduled at 1:00 p.m. in Northpointe's Iron River office.
- Joan Luhtanen provided information from an article regarding diseases at the molecular level.
- Ann Martin stated that Dr. Cools is very well spoken and found his presentation to be very interesting.

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 July 17, 2008, in **Iron River Michigan beginning at 1:00 p.m.**

Karen Raether, Chairperson

Anastasia Babladelis, Secretary

Mary Wendt, Board Secretary