

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

August 24, 2017 - 5:00 p.m.

CALL TO ORDER/ROLL CALL:

Joan Luhtanen, Chairperson, called the meeting to order at 5:00 p.m. Cindy Adrian, Administrative Assistant conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
		<u>Absent</u>				<u>Absent</u>	
Dehn, Janet	X*			Negro, Mari	X**		
Hafeman, Jan	X			Pasternak, Nancy	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		

* Video television conference from the Northpointe Menominee office

** Per telephone

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 Luhtanen asked for approval or amend of agenda. J. Luhtanen requested to amend the agenda under Finance b) Revised FY17 Budget

ACTION: Moved to approve the amended agenda.

Motion by: G. McCole, supported by A. Martin to approve agenda as amended.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

Chairperson Luhtanen asked for a motion to approve the August 10, 2017 regular Board meeting minutes.

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

Motion by: J. Hafeman supported by G. McCole to approve the 8-10-17 regular Board meeting minutes.

Motion carried unanimously.

P. Peretto present at 5:15 p.m.

PRESENTATION – Alan Bolter, MACMHB

J. Luhtanen introduced Alan Bolter, Associate Director MACMHB. Mr. Bolter presented to the Board an overview regarding Section 298 Update; House C.A.R.E.S. Task Force and FY18 Conference Report. Handouts were provided to Board members. Miscellaneous questions were addressed.

ACTION ITEMS

• **Finance**

- a) Contract Grid 8-10-17 (*Trico Cleaning addendum*)

	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Trico Opportunities	Cleaning Service	10/16/16	\$84.60/day if using 3 custodians and shift supervisor.	\$19.00/day/person if using a reduced crew	N/A
This is an addendum to original contract for new language in the event of reduced crew there will be reduced standards and reduced rate charged.						

ACTION: A motion was made by G. McCole supported by J. Hafeman to approve Contracts 8-10-17 (*Trico Opportunities*) as listed on above contract grid.

Motion carried unanimously.

b) Revised FY17 Budget

B. Ducoli reviewed with the Board the revised FY17 Budget statement indicating an adjustment of approximately \$28,000 of expenditures. Miscellaneous questions were addressed.

Jennifer McCarty conducted New Business as follows:

NEW BUSINESS (Discussion only)

- **Finance**

- a) Financial Statement – July, 2017

Financial statement reviewed by the Board. No questions/concerns.

Consensus of the Board is this item will move forward to the next meeting for approval.

Outcome: Action item for next meeting.

- b) Check Disbursement – July, 2017

Check disbursement reviewed by the Board. No questions/concerns.

Consensus of the Board is this item will move forward to the next meeting for approval.

Outcome: Action item for next meeting.

A. Martin left meeting 6:15 p.m.

- c) Funding Source Summary – May, 2017

Reviewed funding source summary as of May, 2017 with breakdown of Medicaid, Healthy MI, Autism, MI Health Link, NorthCare Network, General Fund, SED & Children’s Waiver and Local funding source. Miscellaneous questions were addressed.

Outcome: Informational

- d) Contract Grid 8-24-17 (*Great Northern Home Care; Stephanie Burrows MD; Beacon Specialized Living*)

Discussed and reviewed Contract Grid 8-24-17. Questions addressed regarding possible increase with change from 15-minute unit billings to hourly for respite care.

Consensus of the Board is this item will move forward to the next meeting for approval.

Outcome: Action item for next meeting.

- e) Board Member Finance Questions/Responses

Question received via email regarding longevity pay – discussion of how this expense fits in with total budget, employee benefit expense and deadline for decision.

- **Longevity Pay**

Discussed and reviewed costs associated with longevity pay in relation to Northpointe’s current budget and total expenditure.

Consensus of the Board is this item will move forward to the next meeting for approval.

Outcome: Action item for next meeting.

M. Negro left meeting 6:30 p.m.

- **CMH Compliance Examination 9/30/16 & Purchasing Policy**

Discussed and reviewed the CMH Compliance Examination 9/30/16. One recommendation was made for Northpointe regarding Procurement. Reviewed recommendation and policy/procedure change made in response to this recommendation.

- **Boyington Roof Repair**

Discussed and reviewed bids and references received for the Boyington roof repair.

ACTION: A motion was made by J. Luhtanen, supported by K. Schinderle that Boyington Roof Repair become an action item at the present meeting.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Dehn J.	X		Peretto P.	X	
Hafeman J.	X		Schinderle K.	X	
Hofer M.	X		Zevitz, M.	X	
McCole G.	X		Luhtanen J.	X	
Pasternak N.	X				

Motion carried unanimously.

ACTION: A motion was made by J. Luhtanen supported by P. Peretto to award the Boyington Roof Repair bid to Markell Roofing in the amount of \$15,930.00.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Dehn J.	X		Peretto P.	X	
Hafeman J.	X		Schinderle K.	X	
Hofer M.	X		Zevitz M.	X	
McCole G.		X	Luhtanen J.	X	
Pasternak N.	X				

Motion carried.

- **CEO Report**

Reviewed CEO report.

- MDHHS Federal Compliance Audit at Northpointe 8/16/17; site review at Boyington and Northern Pines.
- Re-evaluation of leased TRICO office space underway. Current lease expires 10/31/17.
- Northpointe participation in Great Start Strategic Planning process. Northpointe specifically provides support in the child care and social/emotional health arena.
- Clarification has been requested from the State in regards to the \$.50 wage increase for direct care workers.
- September 9th the Community HOPE for Suicide Prevention is being held at City Park in Iron Mountain at 11:00 a.m.
- GLRMHA 24th Annual Conference to be held September 10-12th in Sault Ste. Marie.

- **Annual Board and Self Evaluations**

Reviewed summary results of annual Board Evaluation and Self Evaluation. Discussed touring facilities and more training for new Board members. J. McCarty requested feedback from Board members to follow up on.

J. Luhtanen assumed the Chairperson position.

- **Annual CEO Evaluation**

Reviewed Annual CEO Evaluation summary results for 2nd year of CEO 3 year contract. J. Luhtanen provided it was a very good evaluation and the need for a prompt of the 90 day notice period for contract ending 8/10/18.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- Stakeholders Meeting Minutes 8-1-17
Report to be placed on file.

PUBLIC COMMENTS

- None

BOARD COMMENT

- G. McCole stated Christy King has accepted the position of NorthCare Network CEO and will begin sometime in November; a contract extension has been completed for Bill Slavin from 9/1/17 to 11/31/17.
- J. Luhtanen stated the local YMCA is offering an Autism Support Group in partnership with ISD and Healthcare System; the 5th Annual V.A. Mental Health Summit will be held in Marquette on 8/29/17 and can register by calling Dr. Brenda Reed at 774-3300; the Suicide Prevention Walk will be held September 9th in Iron Mountain.

ADJOURN

A motion was made by G. McCole, supported by N. Pasternak to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 7:05 p.m.

The next regular Board meeting is scheduled for Thursday, September 14, 2017 in Kingsford, Michigan at 5:00 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary

Cindy Adrian, Administrative Assistant