NORTHPOINTE BEHAVIORAL HEALTHCARE SYSTEMS
Recipient Rights Advisory Committee Meeting
MINUTES
October 17, 2016 – 12:00 noon

Location of Meeting: Northpointe Administrative Offices, 715 Pyle Drive, Kingsford, MI 49802

Katie Smith, Rights Officer, called the meeting to order at 12:00 p.m. Roll call was conducted and a quorum was present.

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<th>Members</th>
<th>Present</th>
<th>Excused Absent</th>
<th>Absent</th>
<th>Members</th>
<th>Present</th>
<th>Excused Absent</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Bouchard, William</td>
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<td>Reynolds, Laurel</td>
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<td>Christophersen, Myra</td>
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<td>Simon, Jennifer</td>
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<td>Negro, Mari</td>
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<td>X</td>
<td>Thomas, Carol</td>
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<td>Nord-Grenier, Brian</td>
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<td>Tovar, Lois</td>
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<td>Raygo, Andrea</td>
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Others Present: J. McCarty, B. Ducoli, K. Smith, C. Adrian

Public Comments
• None

1. Approval of the Agenda
   ACTION: A motion was made by B. Nord-Grenier, supported by W. Bouchard to approve the agenda with the addition of Meeting Schedule under Miscellaneous. Motion carried unanimously.

2. Approval of Minutes from the October 19, 2015 Quarterly Recipient Rights Committee Meeting
   ACTION: A motion was made by W. Bouchard, supported by B. Nord-Grenier to approve minutes from the October 19, 2015 Recipient Rights Committee meeting. Motion carried unanimously.

3. Approval of Minutes from the April 18, 2016 Semi Annual Recipient Rights Committee Meeting.
   ACTION: A motion was made by B. Nord-Grenier, supported by L. Tovar to approve the minutes from the April 18, 2016 Recipient Rights Committee meeting. Motion carried unanimously.

4. Appointment of Vice-Chairperson
   Katie Smith opened the floor for nominations for the position of Vice-Chairperson.
   Brian Nord-Grenier nominated himself for position of Vice-Chairperson.
   Ms. Smith called for any other nominations three times.
   ACTION: A motion was made by A. Raygo, supported by M. Christophersen to close nominations for Vice-Chairperson and cast a unanimous ballot for Brian Nord-Grenier as Vice-Chairperson. Motion carried unanimously.

5. Review of Rights Office Operating Expenditure Budget
   Reviewed and addressed miscellaneous questions for the operating budget.
   ACTION: Information

   K. Smith reviewed and addressed questions on the Semi-Annual Rights Office Report.
   ACTION: Information

Katie Smith highlighted the five policies/procedures. Miscellaneous questions were addressed by Ms. Smith.

**ACTION:** Information

8. Miscellaneous
   - Meeting Schedule
     Committee members discussed meeting schedule of quarterly versus semi-annual meetings.
     **ACTION:** A motion was made by B. Nord-Grenier, supported by L. Tovar to revise the Rights Committee Meeting Schedule to quarterly meetings. **Motion carried unanimously.**

Public Comments
   - None

Consensus of the group was to adjourn the meeting. Meeting adjourned a 12:55 p.m.

Respectfully submitted,
*Cindy Adrian*
Administrative Assistant