

NORTHPOINTE BEHAVIORAL HEALTHCARE SYSTEMS
Recipient Rights Advisory Committee Meeting
MINUTES
April 17, 2017 – 12:00 noon

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

M. Negro, Chairperson, called the meeting to order at 12:00 p.m. Roll call was conducted and a quorum was present.

Members	Present	Excused Absent	Absent	Members	Present	Excused Absent	Absent
Bouchard, William	X			Raygo, Andrea		X	
Christophersen, Myra	X			Reynolds, Laurel		X	
Erickson, Robert	X			Simon, Jennifer		X	
Negro, Mari	X			Tovar, Lois	X		
Nord-Grenier, Brian	X						

Others Present: K. Smith, R. Ducoli, C. Adrian

Katie Smith welcomed new Rights Committee member Robert Erickson.

Public Comments - None

1. Approval of the Agenda
 A motion was made by B. Nord-Grenier, supported by W. Bouchard to amend agenda under Miscellaneous: New Membership.
ACTION: A motion was made by W. Bouchard, supported by L. Tovar to approve amended agenda.
Motion carried unanimously.

2. Approval of Minutes from the January 16, 2017 Quarterly Recipient Rights Committee Meeting.
ACTION: A motion was made by W. Bouchard, supported by B. Nord-Grenier to approve minutes from the January 16, 2017 Quarterly Recipient Rights Committee meeting. **Motion carried unanimously.**

3. Election of Officers – Chairperson and Vice-Chairperson
 K. Smith opened the floor for nominations for the position of Chairperson.
 B. Nord-Grenier nominated M. Negro for Chairperson.
 K. Smith called for any other nominations three times.
ACTION: A motion was made by W. Bouchard, supported by B. Nord-Grenier to close nominations for Chairperson and cast a unanimous ballot for M. Negro for Chairperson.
Motion carried unanimously.

M. Negro, as newly elected Chairperson, assumed the Chairperson position.

Chairperson Negro opened the floor for nominations for the position of Vice-Chairperson.
ACTION: A motion was made by M. Christophersen, supported by M. Negro to nominate B. Nord-Grenier for Vice-Chairperson.
 Chairperson Negro called for any other nominations three times.
ACTION: A motion was made by L. Tovar, supported by M. Christophersen to close nominations for Vice-Chairperson and cast a unanimous ballot for B. Nord-Grenier as Vice-Chairperson.
Motion carried unanimously.

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4. Review of Rights Office Operating Expenditure Budget

Discussed and reviewed the Rights Office Operating Expenditure Budget. Request was made to move decimal two places to get true percentages.

OUTCOME: Informational

5. Quarterly Rights Office Report

K. Smith reviewed and addressed questions on the Quarterly Rights Office Report. Recommendation made to revise report to include previous quarterly and year end data for comparison. Recommendation also made to include action taken when an allegation is substantiated.

OUTCOME: Informational

7. Presentation: Investigative Process

K. Smith conducted a Powerpoint presentation on The Investigative Process. She reviewed and discussed the process the Rights Officer follows when conducting a rights investigation. Miscellaneous questions were addressed regarding filing of a report, complaint forms, etc.

8. Miscellaneous/Committee Member Prerogative

Discussed committee membership due to resignation of Carol Thomas. At this time the committee will remain at 9 members and will advertise for membership in July as two member's terms will be expiring in August, 2017.

Public Comments

None

A motion was made by B. Nord-Grenier, supported by L. Tovar to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 1:15 p.m.

The next Rights meeting is scheduled for Monday, July 17, 2017 in Kingsford, Michigan at 12:00 p.m.

Respectfully submitted,

Cindy Adrian

Administrative Assistant