

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**April 12, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused</u></b> <b><u>Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused</u></b> <b><u>Absent</u></b>	<b><u>Absent</u></b>
Dehn, Janet	X**			Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Peretto, Patti		X	
Roberge, Robert	X			Phillips, Patricia	X**		
Martin, Ann	X			Zevitz, Michael Dr.	X		
McCole, Gerald	X			Luhtanen, Joan	X		

\* Video conference from the Northpointe Menominee office

\*\* Telephone attendance

**REPRESENTING ADMINISTRATION:** J. McCarty, B. Ducoli, K. Stankevich

**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 amendment of agenda.

**ACTION:** Moved to approve agenda as presented.

**Motion by:** M. Negro supported by G. McCole to approve agenda as presented.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the March 22, 2018 regular Board meeting minutes.

**ACTION:** Moved to approve the 3-22-18 regular Board meeting minutes.

**Motion by:** J. Hafeman supported by M. Hofer to approve the 3-22-18 regular Board meeting minutes as presented.

**Motion carried unanimously.**

Jennifer McCarty, Northpointe CEO, took over the meeting as election of officers took place.

**ELECTION OF OFFICERS** – Nominations from the Floor

- Jennifer McCarty, Northpointe CEO, opened the floor for nominations for the position of Chairperson.  
**ACTION:** M. Negro motioned to nominate retention of current appointments in total, including the Chairperson, and was seconded by M. Hofer.

Jennifer McCarty called for nominations for Chairperson 2<sup>nd</sup> time.  
No response

Jennifer McCarty called for nominations for Chairperson 3<sup>rd</sup> time.  
No response

**Motion carried unanimously**

J. Luhtanen, as reappointed Chairperson, assumed the Chairperson position.

J. Luhtanen reviewed elected officers: J. Luhtanen-Chairperson; M. Negro-Vice-Chairperson; P. Phillips-Secretary; G. McCole-Treasurer

**PRESENTATION** Telecommuting Workforce Presented by J. McCarty, T. Wendt, B. Johnson, B. Ducoli

T. Wendt, HR Manager, reviewed the history and usage of telecommuting within Northpointe. The HR perspective on the needs of the current and incoming workforce were presented. B. Johnson, IT Manager, reviewed device and network security. B. Ducoli, CFO, provided cost analysis as it pertains to telecommuting practices. J. McCarty, CEO, reviewed Strategic Planning history since 2016 as it pertains to telecommuting. Miscellaneous questions addressed.

Consensus of the Board is to email questions to J. McCarty or B. Ducoli prior to the next meeting for further discussion. If necessary, the Chairperson will call a Special Meeting.

**ACTION ITEMS**

• **Finance**

a) Financial Statement – February 2018

**ACTION:** Motion made by G. McCole supported by M. Negro to approve Financial Statement – February 2018

**Motion carried unanimously.**

b) Check Disbursement – February 2018

**ACTION:** Motion made by J. Hafeman supported by M. Hofer to approve Check Disbursement – February 2018

**Motion carried unanimously.**

c) Contract Grid 3-22-18 (*Ihander AFC, Maple Grove, Northern Pines*)

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Ihander AFC	AFC	1/1/18 to 12/31/18	Rates determined by individual treatment plans	Rates determined by individual treatment plans	None
B	Maple Grove	Residential	10/1/17-9/30/18	\$15.00/hr.	\$18.25/hr.	\$3.25/hr
C	Northern Pines	Skill Building	10/1/17 to 9/30/18	\$11.00/hr.	\$14.00/hr.	\$3.00/hr

**ACTION:** Motion made by M. Negro supported by M. Hofer to approve Contract Grid 3-22-19 as presented.

**Motion carried unanimously.**

• **Northpointe Board Appointments**

a) Parliamentary

Chairperson Luhtanen called for interest from Board members to serve as Parliamentary for the Board. M. Negro agreed to continue serving as Parliamentary for the Board.

**ACTION:** Consensus is for M. Negro to continue serving as Parliamentary for the Board

b) NorthCare Governing Board

Chairperson Luhtanen called for interest from Board members to serve on the NorthCare Governing Board. G. McCole, A. Martin, and M. Negro agreed to continue service on the NorthCare governing Board.

**ACTION:** Consensus is for G. McCole, A. Martin, and M. Negro to continue service on the NorthCare governing Board.

c) Recipient Rights Committee

Chairperson Luhtanen called for interest from Board members to serve on the Recipient Rights Committee. M. Negro agreed to continue serving on the Recipient Rights Committee.

**ACTION:** Consensus is for M. Negro to continue serving on the Recipient Rights Committee.

d) Great Lakes Executive Committee

Chairperson Luhtanen called for interest from Board members to serve on the Great Lakes Committee. J. Luhtanen agreed to continue service on the Great Lakes Executive Committee.

**ACTION:** Consensus is for J. Luhtanen to continue service on the Great Lakes Executive Committee.

e) Great Lakes Conference Voting Delegates

Chairperson Luhtanen stated that any Board member attending the conference will be a voting delegate and if more than 4 Board members attend, then the 4 Board members will be selected at that time.

• **Workforce Analysis – Recommendation 2**

No discussion.

**ACTION:** Consensus is to table this item at tonight’s meeting and bring back as action item next meeting.

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

• **CEO Report**

Discussion of Healthy Michigan funding deficit being officially recognized by State. Miscellaneous questions addressed.

**Outcome:** Informational

A. Martin left at 6:20 p.m.

• **Finance**

a) Contract Grid 4-12-18 (*TRICO Vocational, Goodwill, HIS Inc., St. Jude’s AFC, Stuart Wilson, FI*)  
Contracts discussed. TRICO rate proposal was reviewed and discussed as it pertains to projection of total increase cost of services to be provided for the year. Rate proposal for HIS, Inc. reviewed and discussed in comparison to other similar contracts, Medicaid requirements and Northpointe Residential Rate Determination policy and procedures. Rate requested is outside the scope of what Northpointe’s Residential Rate Determination policy/procedures currently allows.

**Outcome:** Consensus of the Board is for meetings to be held between TRICO and respective Northpointe staff and HIS, Inc and respective Northpointe staff to discuss the contract rates and concerns with the rate proposals that include a substantial increase.

**ACTION:** A motion was made by M. Negro and seconded by R. Roberge to make the Goodwill contract an Action item at the present meeting.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Zevitz	X	
Roberge	X		Luhtanen	X	
McCole	X				
Negro	X				

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
B. **	Goodwill	Vocational	10/1/17 to 9/30/18	Marinette Work Center - \$12,016.87/mo. Carney Work Center - \$14,088.75/mo. Supported/Integrated Employment - \$32.00/hr.  IRON MT. - \$7.76/hr.	Marinette Work Center - \$12,437.00/mo. Carney Work Center - \$14,567.00/mo. Supported/Integrated Employment - \$32.00/hr. MARINETTE: Small group Skill building (2-3) - \$50.00/group/hr. Large Group Skill building (4+) - \$65.00/group/hr. IRON MT. - \$4,500.00 up to 450 hrs. /mo. And \$6,000.00 for 451 hrs. or more	\$420.13/mo. \$478.25/mo.  None New New \$2.24/hr. to \$3.30/hr.

**ACTION:** A motion was made by M. Negro and seconded by R. Roberge to approve the Goodwill contract as presented.

**Motion carried unanimously.**

b) Board Member Questions/Responses-Requested Fund Source Summary provided and General Fund Memo from State provided that explains an increase in funding tapered over 5 years. NorthCare workforce recommendation funding applied for and received to expand services by hiring staff our autism benefit program, a clinical care manager, 80% of health insurance premiums, and projected 2.1% wage increase. Request by M. Negro to have any emailed questions in the future, be copied and placed in Board member packets and emailed to all members prior to the next scheduled meeting for review.

- **Telecommuting/Device and Media Control Procedures**

**Outcome:** Consensus of the Board was to table this item. Return as discussion item on next agenda.

- **Vehicle Purchases from March 8, 2018 meeting**

**Outcome:** Consensus of the Board was to table this item. Return as discussion item on next agenda.

- **2018 CMHAM PAC**

**Outcome:** Consensus of the Board was to table this item. Return as discussion item on next agenda.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS FOR INFORMATION**

- NorthCare Governing Board Minutes – March 14, 2018

**Outcome:** Place on file.

**PUBLIC COMMENTS**

Ken Fayas of HIS, Inc. described his role as caregiver to individuals at HIS, Inc. and about his caring feelings toward the residents at his AFC. J. Luhtanen thanked him for the work that he does.

**BOARD COMMENT**

G. McCole stated that he believes all Northpointe employees are hardworking individuals.

**ADJOURN**

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

**Motion carried unanimously.**

Meeting adjourned at 7:00 p.m.

The next regular Board meeting is scheduled for Thursday, April 26, 2018 in Kingsford, Michigan at 4:30 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary

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Kelly Stankevich, Administrative Assistant