

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**January 25, 2018 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 4:33 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>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>Absent</u></b>	
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			Zevitz, Michael Dr.	X		
McCole, Gerald	X			Roberge, Robert	X		

\* Video television conference from the Northpointe Menominee office

\*\* Telephone

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

**PUBLIC COMMENTS** –None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen asked to amend agenda under presentations: K. Smith, Recipient Rights Annual Report.

Chairperson Luhtanen asked to amend agenda under New Business: Greenshades proposal

Chairperson Luhtanen asked for approval of amended agenda.

**ACTION:** Moved to amend agenda under Presentation and New Business.

**Motion by:** M. Negro supported by J. Hafeman to approve amended agenda.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the December 28, 2017 regular Board meeting minutes.

**ACTION:** Moved to approve 12-28-17 regular Board meeting minutes.

**Motion by:** J. Hafeman supported by G. McCole to approve the 12-28-17 regular Board meeting minutes.

**Motion carried unanimously.**

**PRESENTATION** – Green Shades Proposal

**Presenter: Brent Johnson, IT Manager**

Brent Johnson, Northpointe IT manager, presented to the Board the Greenshade applications, features, installation costs, timeframes, and ongoing costs due to Great Plains 2013 software required upgrade (upgrade to 2016 version). Comparisons of costs, support access, growth potential, integration with current software and licensing completed. Miscellaneous questions addressed.

**PRESENTATION: Recipient Rights Annual Report** **Presenter: K. Smith, Recipient Rights Officer**

K. Smith, Recipient Rights Officer, presented the FY 16/17 Recipient Rights Annual Report. K. Smith reviewed appeals, type and frequency of investigations, trainings, and ongoing goals of the Advisory Committee. Miscellaneous questions addressed.

**ACTION ITEMS**

**Finance**

- a) Check Disbursement – November 2017

**Action:** A motion was made by G. McCole supported by M. Negro to approve Check Disbursement – November 2017

**Motion carried unanimously.**

- b) Financial Statement – November 2017

**Action:** A motion was made by J. Hafeman supported by R. Roberge to approve Financial Statement – November 2017

**Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Superiorland Electronics	Inspection of fire alarms and systems	10/01/17 to 9/30/18	\$190.00 per inspection-all sites \$164.00/per Wet System test Belgium Pointe 2hr. \$656.00/annual Wet System test Boyington 8hr. \$328.00/per Wet System test Maple Ridge 4 hr. \$164.00/per Wet System test The Pines 2hr. \$164.00/per Wet System test Lighthouse 2hr.	\$190.00 per inspection-all sites \$164.00/per Wet System test Belgium Pointe 2hr. \$656.00/annual Wet System test Boyington 8hr. \$328.00/per Wet System test Maple Ridge 4 hr. \$164.00/per Wet System test The Pines 2hr. \$164.00/per Wet System test Lighthouse 2hr.	None
Testing of sprinkler systems and fire alarms						
B	Case Management of MI	Case management	10/1/17 to 9/30/18	\$60.00/15 minutes Case Management \$62.00/encounter Individual Therapy \$40.11/enc. Group therapy \$53.00/enc. Treatment planning \$200.00/enc. Assessment \$150.00/enc. Psychiatric eval \$77.75/enc. Medication review-physician \$21.00/enc. Med injection \$100.00/enc. Health assessment \$29.91/15 min. RN Service \$110.00/enc. Annual CSM Assess \$20.60/enc. Comp Multidisciplinary Eval \$63.00/15 min. Support Coordination	\$60.00/15 minutes Case Management \$62.00/encounter Individual Therapy \$40.11/enc. Group therapy \$53.00/enc. Treatment planning \$200.00/enc. Assessment \$150.00/enc. Psychiatric eval \$77.75/enc. Medication review-physician \$21.00/enc. Med injection \$100.00/enc. Health assessment \$29.91/15 min. RN Service \$110.00/enc. Annual CSM Assess \$20.60/enc. Comp Multidisciplinary Eval \$63.00/15 min. Support Coordination	None
C	Superior Rehab	Therapy	9/1/17 to 8/31/18	\$60.00/hr. Physical Therapy \$60.00/hr. Occupational Therapy \$60.00/hr. Speech Therapy Travel time at same rate as above with mileage at \$ .50/mile If overnight is required, NP will cover cost at mutually agreed rate	\$60.00/hr. Physical Therapy \$60.00/hr. Occupational Therapy \$60.00/hr. Speech Therapy Travel time at same rate as above with mileage at \$ .50/mile If overnight is required, NP will cover cost at mutually agreed rate	None

- c) Contract Grid 12-28-17 (*Superiorland Electronics, Case Management of MI, Superior Rehab Professional Services*)

**Action:** A motion was made by G. McCole supported by P. Phillips to approve the 12-28-17 Contract Grid.

**Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	NorthCare Network	Medicaid Specialty Supports and Services	10-1-17 to 9-30-18	Capitated budget allocation with quarterly and year end cost settlement	Capitated budget allocation with quarterly and year end cost settlement	None
B	Monica	Reflective	11/1/17	N/A	\$1650 for 12 weeks of group supervision.	Grant

	Laming	Supervision	to 3/1/18		1.5 hours per week	funded
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d) Contract Grid 12-28-17 Additions (*Monica Laming, NorthCare Medicaid Specialty Supports and Services*)

**Action:** A motion was made by J. Hafeman supported by M. Negro to approve the 12-28-17 Additions Contract Grid.

**Motion carried unanimously.**

e) Board Member Finance Questions/Responses - None

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

• **Finance**

a) Check Disbursement – December 2017

**Outcome:** Action item for next meeting.

b) Financial Statement – December 2017

**Outcome:** Action item for next meeting.

c) Board Member Finance Questions/Responses

Misc. questions addressed

- Contract Grid 1-25-18 (*Bonnie Daligga, Bedford Specialized Care, Whispering Pines SIP, Northern Pines, Lakestate Industries, Kutha AFC, Schlaud AFC, 2018 Interagency Cash Transfer Agreement – MRS, Whispering Pines South*)

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Bonnie Daligga	Reflective supervision	1/1/18 to 12/31/18	\$75.00/hr. reflective supervision for infant mental health certification with group and \$60.00/hr. for individual reflective supervision	\$75.00/hr. reflective supervision for infant mental health certification with group and \$60.00/hr. for individual reflective supervision	None
B.	Bedford Specialized Care	Adult Foster Care	22/22/18 to 2/21/19	\$95.00 per diem	\$95.00 per diem	None
C.	Whispering Pines – SIP	Unlicensed residential	10-1-17 to 9-30-18	\$15.00/hour	\$15.00/hour	None
D.	Northern Pines	Vocational	10-1-17 to 9-30-18	\$2.75/15 min. unit	\$2.75/ 15 min. unit	None
Total contract allotment of \$200,000. Payment based on completion of targets. Cost Settled in October for 2017-2018						
E.	Lakestate Industries	Vocational	7/01/18 to 6/30/18	\$3.40/unit nonprofessional respite \$2.50/unit Out of Home Pre-Vocational Habilitation \$6.50/unit Supported Employment \$7.50/unit Community Employment	\$3.40/unit respite \$2.50/unit OOH Pre-Voc Hab \$6.50/unit Supported Employment \$7.50/unit Comm. Employment	None
F.	Kutha AFC	Residential	1/1/18 to 12/31/18	Rates determined by individual treatment plans	Rates determined by individual treatment plans	N/A
G.	Schlud AFC	Residential	1/1/18 to 12/31/18	Rates determined by individual treatment plans	Rates determined by individual treatment plans	N/A

H.	Interagency Cash Transfer Agreement (MRS)	Vocational Rehab 27% Cost Share with Federal	10/1/17 to 9/30/18	\$5227.00	\$5227.00	None
I.	Whispering Pines South	Residential	10/1/17 to 9/30/18	\$129.05 per diem	\$171.89 per diem	\$42.04 per diem

Reviewed and discussed 1-25-18 Contract Grid.

**ACTION:** A motion was made by J. Hafeman supported by M. Negro to move 1-25-18 Contract Grid to an action item at the present meeting.

**ROLL CALL VOTE:**

MEMBERS	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Peretto	X	
Martin	X		Roberge	X	
McCole	X		Zevitz	X	
Negro	X		Luhtanen	X	
Hofer	X		Phillips	X	

**Motion carried unanimously.**

**ACTION:** R. Roberge and supported by G. McCole to approve 1-25-18 Contract Grid.

**Motion carried unanimously.**

- Board Bylaws and Policy Review

Discussed need to update to include procedures for cancellation of meetings due to lack of a quorum. Suggestion to reference the OMA rules as applicable. Consensus was Board members must contact Northpointe Administrative Assistant if unable to attend a meeting; particularly in questionable weather conditions. If a lack of Quorum is inevitable, Administrative Assistant will notify Board members and ensure signs are placed on doors of main offices. If there is need, special meeting to be called with an 18-hour advance notice posting, otherwise meetings cannot be rescheduled. Page 5, no. 13 – remove the word “to” from sentence. Draft to be reviewed at next meeting.

**Outcome:** New business for next meeting.

- Stakeholder’s Advisory Committee Applications of Interest

**ACTION:** A motion was made by M. Hofer supported by G. McCole to move Advisory Committee Applications of Interest to an action item at the present meeting.

**ROLL CALL VOTE:**

MEMBERS	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Peretto	X	
Martin	X		Roberge	X	
McCole	X		Zevitz	X	
Negro	X		Luhtanen	X	
Hofer	X		Phillips	X	

**Motion carried unanimously.**

**ACTION:** A motion was made by M. Hofer supported by J. Hafeman to rescind the motion to move Advisory Committee Applications of Interest to an action item at the present meeting until clarification can be received regarding primary residence requirements of the Committee Members.

**Motion carried unanimously.**

**Outcome:** Action item for next meeting.

- CEO Report  
CEO Report provided to the Board. Reviewed Q1 progress updates of strategic plan.
- Greenshades  
Further discussion of Greenshades presentation. Discussed pros and cons of holding, or not holding, a contract with Greenshades. Consensus for members to review the proposal in greater depth with handouts received before the next meeting.  
**Outcome:** Action item at next meeting.

### **MISCELLANEOUS BOARD/COMMITTEE REPORTS**

Informational to be placed on file:

- NorthCare Governing Board Meeting Minutes 12-13-17
- Annual Board Self-study Training Packet
- Semi-Annual Rights Report
- Recipient Rights Outcomes Report
- Annual Board Confidentiality Statement (To be returned by all members at next meeting)

**PUBLIC COMMENTS** – None

### **BOARD COMMENT**

M. Negro congratulated staff of the Pines for doing fantastic job providing services and updates to support people.

Chairperson Luhtanen announced Great Lakes Rural Mental Health Conference will be held in Escanaba on Sept. 9, 10, and 11. This is the 25<sup>th</sup> year and will have a national speaker present. Encouraged everyone to attend.

An alternate from Dickinson County Commissioner's office will be attending the February 8, 2018, meeting on behalf of A. Martin.

### **ADJOURN**

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

**Motion carried unanimously.**

Meeting adjourned at 6:30 p.m.

The next regular Board meeting is scheduled for Thursday, February 8, 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