

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**February 22, 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>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 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 to amend agenda under new business after CEO report: Addition of updated Greenshades quote.

M. Hofer asked to amend the agenda under New Business: Addition of Board Questions before Vehicle bids, and Addition of Board Questions before CEO report.

**ACTION:** Moved to amend agenda under New Business as requested.

**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 February 8, 2018 regular Board meeting minutes.

**ACTION:** Moved to approve 2-8-18 regular Board meeting minutes.

**Motion by:** G. McCole supported by J. Dehn to approve the 2-8-18 regular Board meeting minutes.

J. Dehn requested clarification that Board had not already agreed to purchase new vehicles. A. Martin requested purchase amounts authorized by the Board be added to Greenshades approval in 2-8-18 minutes, and future approved purchase amounts be documented in minutes.

**Motion with correction carried unanimously.**

M. Zevitz arrived at 4:40 p.m.

**PRESENTATION** T. Wendt – Workforce Analysis

T. Wendt presented Northpointe’s workforce data trends to the Board for Calendar year 2017. Miscellaneous questions addressed. J. McCarty presented recommendations derived from data. Request for additional data and cost information on recommendations. Miscellaneous questions addressed.

## ACTION ITEMS

- **Finance**

- a) FY16/17 Final Balance Sheet Income Statement

**ACTION:** A motion was made by G. McCole supported by M. Hofer to approve FY16/17 Final Balance Sheet Income Statement.

**Motion carried unanimously.**

Jennifer McCarty conducted New Business as follows:

## NEW BUSINESS (Discussion only)

- **Finance**

- a) Check Disbursement – January 2018

Miscellaneous questions addressed.

**Outcome:** Action item for next meeting

- b) Contract Grid 2-22-18 (Whispering Pines South, Bellin Psychiatric)

Miscellaneous questions addressed.

**Outcome:** Action item for next meeting

- c) Board Member Questions/Responses

M. Hofer requested itemized data on all NBHS vehicles in next Board packet and for discussion on next agenda. Strategic Plan vehicle maintenance goals discussed.

**Outcome:** Discussion item for next agenda.

- d) Vehicle bids

Recommended vehicles discussed. Summary of bids and destination of each vehicle will be included in next Board mailing for action. Miscellaneous questions addressed.

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

- e) Board Member Finance Questions - None

- Workforce Analysis – Full analysis of cost, if recommendations are implemented, requested.

**OUTCOME:** Discussion item for next meeting

- FY18 Budget & Financial Reporting

Misc. questions addressed.

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

- Board Bylaws and Board Policy Review

Minor grammatical errors corrections that do not change intent of documents.

**OUTCOME:** Action item for next meeting. To Remain as Action item for 30 days prior to vote.

- Board Member Questions

M. Hofer requested information on General Fund and to develop a plan to prevent a wait list. Miscellaneous questions addressed.

**OUTCOME:** Presentation for next agenda.

- CEO Report

CEO Report provided to the Board. Board requested a copy of the National Core Indicator report. Miscellaneous questions addressed.

- Greenshades quote

Discount inadvertently applied twice before Board approval on 2-8-18. Excess discount removed and

quote resubmitted for Board approval.

**ACTION:** A motion was made by M. Negro supported by R. Roberge to move Greenshades purchase to an action item at present meeting.

**ROLL CALL VOTE**

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>		<u>YES</u>	<u>NO</u>
Dehn	X		Pasternak	X	
Hafeman	X		Hofer	X	
Peretto	X		Luhtanen	X	
Martin	X		Roberge	X	
McCole	X		Zevitz	X	
Negro	X				

**ACTION:** A motion was made by M. Negro and supported by R. Roberge to approve purchase of Greenshades for \$15,346.22.

**Motion carried unanimously.**

**MISCELLANEOUS BOARD/COMMITTEE REPORTS FOR INFORMATION**

- NorthCare Board Minutes 1-10-18

**Outcome: Place on file.**

**PUBLIC COMMENTS** – None

**BOARD COMMENT**

M. Negro noted website contains outdated items.

G. McCole encouraged all members to read CMAH Friday Facts Page 4 from February 21, 2018.

**ADJOURN**

A motion was made by G. McCole supported R. Roberge to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:30 p.m.

The next regular Board meeting is scheduled for Thursday, March 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