

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Drive, Kingsford, MI**

**March 8, 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	
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 of agenda. A. Martin requested the addition of telecommuting questions under new business after workforce analysis. M. Hofer requested vehicle fleet be moved to before vehicle bids under action item.

**ACTION:** Moved to approve amended agenda.

**Motion by:** A. Martin supported by G. McCole to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

Chairperson Luhtanen asked for a motion to approve the February 22, 2018 regular Board meeting minutes. Correction to reflect A. Martin requesting dollar amounts for all approvals made by Board under Approval of Regular Board Meeting Minutes. M. Hofer requested change to wording under New Business Board Member Questions regarding waitlist. Change “strategies to develop a plan to avoid waitlist”.

**ACTION:** A. Martin Moved to approve the amended 2-22-18 regular Board meeting minutes.

**Motion by:** A. Martin supported by J. Hafeman to approve the 2-22-18 regular Board meeting minutes as amended.

**Motion with correction carried unanimously.**

**PRESENTATION** B. Ducoli, CFO-General Fund/Finance

Cost Summary from 1<sup>st</sup> quarter reviewed, including break down of costs charged to the general fund Review of FY16/17 total GF usage. Miscellaneous questions addressed.

J. McCarty presented a draft of the annual Financial Risk Management Plan due for approval by the Board later this year. Draft of UM Plan and Risk Management Plan also discussed.

**ACTION ITEMS**

• **Finance**

a) Check Disbursement – January 2018

**ACTION:** A motion was made by G. McCole supported by J. Hafeman to approve Check Disbursement – January 2018

**Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	Bellin Psych	Hospital	1/1/18 to 12/31/18	\$1311.25/day \$126.46 for Psychiatric diagnostic evaluation with medical services	\$1154.08/day \$144.14 for Psychiatric diagnostic evaluation with medical services	Decrease of \$157.17/day Increase of \$17.68 for Psych. Diagnostic eval/medical services
B.	Whispering Pines South	Residential	8/31/17 to 9/30/18	\$171.89/per diem	\$137.07/per diem	\$34.82/diem Decrease

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

**ACTION:** Motion was made by J. Hafeman supported by M. Hofer to approve 2-22-18 Contract Grid

**Motion carried unanimously**

c) **FY18 Budget**

**ACTION:** Motion was made by J. Hafeman supported by G. McCole to approve FY18 Budget Miscellaneous questions addressed.

**Motion carried unanimously**

d) **Vehicle Fleet**

Discussion pertaining to location of vehicles, use of vehicles, cost of maintenance, gas costs etc. along with mileage reimbursements given as requested by Board. Miscellaneous questions addressed.

**Outcome:** Consensus of the Board is to review the Fleet Management Plan once complete.

e) **Vehicle Bids**

Recommendations, Consumer Reports guide, and vehicle options discussed.

**ACTION:** A motion was made by G. McCole to approve purchase of the 3 recommended vehicles, which was not supported.

**Motion does not carry**

**ACTION:** A motion was made by A. Martin and supported by R. Roberge to approve the first 2 recommended vehicles and the Ford Fusion.

Kelly Stankevich, Administrative Assistant, conducted the roll call.

**ROLL CALL VOTE**

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

<b>Bidder</b>	<b>Make/Model/Year</b>	<b>Price</b>
*Riverside	2017 Chrysler 200 LX	20,318.00
*Riverside	2016 Chrysler 200 Limited	21,214.00
Town & Country	2018 Ford Fusion SE	19,165.00

**Motion carried by Majority.**

**f) Board Member Finance Questions/Responses**

A. Martin deferred her questions to a phone call with B. Duoli next week.

- **Board Bylaws and Board Policy Review**

**Outcome:** To remain on Agenda until April 12, 2018 Board meeting (30 days).

Jennifer McCarty conducted New Business as follows:

**NEW BUSINESS (Discussion only)**

- **Finance**

a) Financial Statement – January 2018

**Outcome:** Action item for next meeting

b) Contract Grid 3-8-18 (*Whispering Pines Powers lease*)

Miscellaneous questions addressed.

**Outcome:** Action item for next meeting

c) Board Member Questions/Responses

UM Plan discussion.

**Outcome:** Informational

- **Workforce Analysis** –Additional information presented as requested. Miscellaneous questions addressed.

**OUTCOME:** Additional information requested. Consensus of the Board is to move Recommendation 1 to an Action item at next meeting.

- **Telecommuting** - A. Martin requested answers to her questions be given in writing to all Board members.

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

**MISCELLANEOUS BOARD/COMMITTEE REPORTS FOR INFORMATION**

- National Core Indicator Report

**Outcome: Place on file**

**PUBLIC COMMENTS** –None

**BOARD COMMENT**

J. Luhtanen thanked G. McCole for his report on the CMHAM conference he attended.

G. McCole to report on new reimbursement opportunities for U.P. committee members attending CMHAM conferences.

J. Luhtanen urged members to support the PAC.

**ADJOURN**

A motion was made by M. Negro supported by P. Phillips to adjourn the meeting.

**Motion carried unanimously.**

Meeting adjourned at 6:40 p.m.

The next regular Board meeting is scheduled for Thursday, March 22, 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