

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Special Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

October 25, 2018 – 11:30 a.m.

CALL TO ORDER/ROLL CALL:

Joan Luhtanen, Chairperson, called the meeting to order at 11:35 a.m.; Kelly Stankevich, Administrative Assistant, conducted the roll call.

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

* Video conference from the Northpointe Menominee office

** Telephone attendance

REPRESENTING ADMINISTRATION: Bill Adrian, 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.

Motion by: M. Negro supported by P. Phillips to approve agenda as presented.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

ACTION: Moved to approve 10-17-18 Ad Hoc meeting minutes.

Motion by: M. Negro supported by R. Roberge to approve the 10-17-18 Ad Hoc meeting minutes.

Motion carried unanimously.

Motion by: M. Negro supported by R. Roberge to move CEO Job Description, CEO Interview Questions, and CEO Employment Contract to ACTION items at present meeting.

K. Stankevich, Administrative Assistant conducted the roll call.

ROLL CALL VOTE	YES	NO		YES	NO
Phillips	X		Pasternak	X	
Korpi	X		Negro	X	
Hofer	X		Roberge	X	
Martin	X		Zevitz	X	
Luhtanen	X				

Motion carried unanimously.

ACTION ITEMS

- **CEO Job Description**

A. Martin noted a few grammatical errors in the Job Description.

ACTION: Motion by M. Negro supported by N. Pasternak to approve revised CEO Job Description with grammatical changes.

Motion carried unanimously.

- **CEO Interview Questions**

Discussed process Ad Hoc committee used to refine question selection. Interview introduction and protocol reviewed.

ACTION: Motion by M. Negro supported by P. Phillips to approve the revised Northpointe CEO Interview Questions.

Motion carried unanimously.

- **CEO Employment Contract**

Discussed length and terms of contract. Agreed one-year evaluation with additional two-year term if doing well.

ACTION: Motion by M. Negro supported by R. Roberge to approve the CEO Employment Contract with legal suggestions as presented.

Motion carried unanimously.

PUBLIC COMMENTS - None

BOARD COMMENTS

J. Luhtanen discussed protocol for interview process. Members determined Chairperson would address questions from interviewees. B. Adrian to review policy on moving expenses prior to interviews.

ADJOURN

ACTION: Motion by M. Negro supported by T. Korpi to adjourn meeting.

Motion carried unanimously.

Meeting adjourned at 12:05 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary

Kelly Stankevich, Administrative Assistant