

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

January 24, 2019 – 4:30 p.m.

CALL TO ORDER/ROLL CALL:

Joan Luhtanen, Chairperson, called the meeting to order at 4:34 p.m.; Terri Wendt, Human Resource Manager, 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 Dr. | X | | |
| Pirlot, Kevin | X | | | Korpi, Thomas | X | | |
| McCole, Gerald | X | | | Luhtanen, Joan | X | | |

* Video conference from the Northpointe Menominee office

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Cescolini, J. Lindow, T. Wendt

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance to the Flag was recited by all.

PUBLIC COMMENTS – None

APPROVAL OR AMEND AGENDA

J. Cescolini requested the addition of LPC Contract and Stoplight Report under Discussion items. G. McCole requested letter regarding appointments to the NorthCare Board be placed on record. Board reviewed letter disputing if County Commissioners or Northpointe have the authority to appoint members to NorthCare Board. Consensus is that Northpointe Board Chairperson appoints members to committees.

ACTION: Moved to approve agenda as amended.

Motion by: J. Hafeman supported by P. Phillips to approve agenda as amended.

Motion carried unanimously.

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

J. Dehn arrived at 4:40 p.m.

APPROVAL OF REGULAR BOARD MEETING MINUTES

ACTION: Moved to approve 1-10-19 Regular Board meeting minutes.

Correction to page 2 under CEO Report. Should read Menominee County not Iron County.

Motion by: M. Hofer supported by K. Pirlot to approve the 1-10-19 Regular meeting minutes as amended.

Motion carried unanimously.

PRESENTATION – Smiles on Wheels

Presenter: Amber Lindholm, Director of Nursing

Northpointe is the first U.P. CMH to offer this integrated healthcare program as an adult outreach program for underserved population. Smiles on Wheels will begin one day a month doing preventative oral care. In June, they will begin two days a week onsite care. They are grant funded and will bill insurance as needed. \$2.00 copay for Medicaid recipients oral care and fluoride treatments will be \$3.00. If non-Medicaid, the cost will be \$65.00 and Northpointe is working on grant money to cover this cost. Miscellaneous questions addressed.

ACTION ITEMS

- **Finance**

- a) **Check Disbursement – November 2018**

- ACTION:** Moved to approve Check Disbursement – November 2018

- Motion by:** G. McCole supported by J. Hafeman to approve Check Disbursement – November 2018

- Motion carried unanimously.**

b) Financial Statement – November 2018

ACTION: Moved to approve Financial Statement – November 2018

Motion by: G. McCole supported by M. Hofer to approve Financial Statement – November 2018

| # | Name of Contract | Contract Type | Date of Contract | Old Rate | New Rate | Change |
|---|---------------------|---------------|--------------------|-------------|----------------------------------------------------------------|------------|
| A | TRICO Cleaning Iron | Cleaning | 10-1-18 to 9-30-19 | \$39.33/day | \$42.48/day on January 1, 2019, or when Minimum Wage increases | \$3.15/day |

c) Contract Grid 12-27-18 (TRICO Iron River Cleaning)

Miscellaneous questions from last meeting addressed.

ACTION: Moved to approve Contract Grid 12-27-18

Motion by: G. McCole supported by J. Hafeman to approve Contract Grid 12-27-18 as presented.

Motion carried unanimously.

NEW BUSINESS (Discussion only)

- **Finance**

- a) **Check Disbursement – December 2018**

Miscellaneous questions addressed.

Outcome: Action Item for next meeting.

- b) **Contract Grid 1-24-19 (Stuart Wilson, FI)**

Miscellaneous questions addressed. Typo on dates of grid noted; contract should end 3/31/20 not 3/31/19.

Outcome: Action Item for next meeting.

- **Personnel Report**

T. Wendt reviewed report with members. Miscellaneous questions addressed.

Outcome: Informational

- **Goodwill Contract**

Contract for agreement reached to settle payback after audit revealed lack of documentation for services billed. Goodwill will pay \$6,487.67 for first two payments and then \$1,487.67 for a further 3 years until their portion of monies owed is received. Plan of correction completed.

Motion by: J. Hafeman supported by G. McCole to move Goodwill Repayment Contract to an ACTION Item at present meeting.

T. Wendt, Human Resource Manager, conducted roll call.

| ROLL CALL VOTE | YES | NO | | YES | NO |
|----------------|-----|----|-----------|-----|----|
| Dehn | X | | Pasternak | X | |
| Hafeman | X | | Phillips | X | |
| Hofer | X | | Pirlot | X | |
| Zevitz | X | | Korpi | X | |
| McCole | X | | Luhtanen | X | |
| Negro | X | | | | |

Motion by: J. Hafeman supported by P. Phillips to approve the Goodwill Contract Agreement as presented.

Motion carried unanimously.

- **Dr. Razdan Contract Amendment**

J. Cescolini requested Board members consider increasing wage rate after reviewing regional salaries and other practitioners in our contract service. Miscellaneous questions addressed.

Outcome: Action item at next meeting. J. Lindow to provide options for Board to review and verify budget will allow increase.

- **QI Attendance**
Request for one or more Board members to attend QI meetings for informational purposes. Verified that several other CMH's do this. Meetings are the third Thursday every other month. Miscellaneous questions addressed.
Outcome: Board will discuss adding to Board Policies next month during review.
- **Board and NBHS Leader Retreat**
Discussed retreat for introductions and consultation during Strategic Planning.
Outcome: Consensus is to approve. Will schedule when weather is warmer.
- **CEO Report**
Brief review of report given. Brown Bag lunch program to educate staff on various programs discussed. Board members invited to All Staff meetings and Community Huddles. Miscellaneous questions addressed.
Outcome: Informational
- **Chief Clinical Officer**
Position and need for clinical workers discussed. Discussed job description, specialty skills required for proper organizational structure, and salary range expected.
Outcome: Action item for next meeting. J. Lindow to review budget and report at next meeting. Members to email questions or concerns to J. Lindow, J. Cescolini, or K. Stankevich prior to next meeting.
- **CEO Evaluation Ad Hoc Committee**
R. Roberge, M. Negro, and J. Luhtanen will meeting within the next month.
Outcome: First meeting scheduled for February 7, 2019.
- **Board By-Laws and Policies Approach**
Meeting on 2-7-19 at 4:00 p.m. to begin process.
Outcome: Members will meet at 4:00 p.m. prior to regular meetings until complete.
- **LPC Contract**
Discussed having a provider contracted in Menominee to assist with intakes and therapy in times of need. Current caseloads and workload balances are being reviewed to determine need.
Outcome: Contract to be developed and returned to Board for approval.
- **Stoplight Report**
Merits and feedback of report discussed.
Outcome: Board requested report be brought to retreat for Strategic Planning assistance.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- NorthCare Governing Board Minutes 12-12-18
Outcome: Place on file.
- CMHA Weekly Update 1-4-19
Outcome: Informational
- CMHA Weekly Update 1-11-19
Outcome: Informational
- RR Quarterly Report Oct – Dec 2018
Outcome: Place on file.

PUBLIC COMMENTS

Public comment announcing J. Cescolini was seen giving bath to individual this weekend and, even during this time of turmoil, positive things are happening.

BOARD COMMENTS

T. Korpi expressed concerns of marijuana usage by individuals now that it is legal and requested information on what Northpointe is doing to curb self-medication. Dr. Razdan and A. Lindholm have prepared educational handouts for staff and individuals.

K. Pirlot commented on 16 missed medications noted in the incident report. This is a contract home that uses a mail order pharmacy. The pharmacy is having difficulties getting refill requests from the primary care providers. Supervision of home is working on resolution.

T. Korpi asked why Dr. Burrows was not available in Iron County at this time. Currently she has no availability, but options will be considered in the future.

G. McCole noted the change in applying for deliverable fuel assistance and urged members to have anyone requesting help go to the DHS office and fill out the paperwork.

J. Luhtanen reminded members the Board meeting on February 7, 2019 will begin at 4:00 to start reviewing Board policies and procedures, and February 21, 2019 Dr. Kangas, NorthCare CEO, will be here at 3:30 for a meet and greet.

J. Cescolini states that the PMC Committee will begin working on regional issues and concerns.

ADJOURN

ACTION: Motion by G. McCole supported by P. Phillips to adjourn meeting.

Motion carried unanimously.

Meeting adjourned at 6:17 p.m.

The next Regular Board meeting is scheduled for Thursday, February 7, 2019 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary

Kelly Stankevich, Administrative Assistant