

**Northpointe Healthcare Systems
Ad Hoc Meeting
Minutes
November 1, 2018 – 10:00 a.m.**

Member	Present	Absent
Joan Luhtanen	X	
Mari Negro	X	
Robert Roberge	X	

Representing Administration: B. Adrian, T. Wendt, K. Stankevich

Meeting called to order by J. Luhtanen, Chairperson, at 10:00 a.m.

Roll call conducted by K. Stankevich, Administrative Assistant.

Public Comment - None

1. Approve/Amend Agenda

ACTION: Moved to approve agenda as presented.

Motion by: M. Negro supported by R. Roberge to approve agenda as presented.

Motion carried unanimously.

2. CEO Interview Questions

Reviewed initial interview questions, NorthCare questions, unused questions from first round, and all Board member suggested questions. Choices to keep or discard based on anticipated knowledge gain. Keep 1-5 scoring system. Chairperson Luhtanen will ask each question twice before candidate answers.

Outcome: Submit recommended changes to full Board for approval.

3. CEO Second Interview Topics

Discussed benefit of bringing two candidates back instead of all three for a second interview. Discussed length of new interviews, providing questions to interviewees at the interview, and homework questions for candidates. Discussed changing meeting to 3:00 p.m. on November 13 if both candidates are available to allow more Board members availability to be present.

Outcome: At this time, interview top two candidates only. Each interview to be scheduled for 1 ½ hours.

Homework questions to be sent to interviewees immediately. Candidates may write answers of any length; however, they must submit answers to Administrative Assistant for distribution to Board no later than Friday, November 9, and be able to paraphrase content in a 5-minute presentation on day of interview. K. Stankevich to contact candidates and check availability on November 13, 2018.

Public Comment – None

Board Comment – None

Adjourn

Motion by M. Negro supported by R. Roberge to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 11:20 a.m.

Respectfully submitted,
Kelly Stankevich
Administrative Assistant