

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI

July 11, 2019 – 4:30 p.m.

CALL TO ORDER/ROLL CALL:

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; K. 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 Dr.	X		
Pirlot, Kevin	X			Korpi, Thomas	X		
Martin, Ann	X			Luhtanen, Joan	X		

* Video conference from the Northpointe Menominee office

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Cescolini, J. Lindow, K. Stankevich

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

PUBLIC COMMENTS – Introduction of those in attendance.

APPROVAL OR AMEND AGENDA

J. Luhtanen requested approval or amendment of agenda. J. Luhtanen requested the addition of the Fund Source Summary under New Business-Finance-Financial Statement. J. Cescolini requested the addition of 7-11-19 Contract Grid and answers to Board questions regarding GF be placed under New Business after the Lighthouse Recommendations.

ACTION: Moved to approve agenda as amended.

Motion by: A. Martin supported by J. Hafeman to approve agenda as amended.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

J. Luhtanen requested approval or amendment of the 6-20-19 Regular Board Meeting minutes.

ACTION: Moved to approve 6-20-19 Regular Board Meeting minutes as presented.

Motion by: J. Hafeman supported by N. Pasternak to approve the 6-20-19 Regular Board Meeting minutes as presented.

Motion carried unanimously

PRESENTATION – CLS

Presenters: K. Kuehl and S. Derouin

Discussed purpose and services of CLS, new “Choices” program, similar to “Possibilities” in Menominee, promoting community inclusion of Individuals, and ideas of how it will be achieved. Currently the “Choices” program is only available to adults, but team hopes to include children later. Miscellaneous questions addressed.

ACTION ITEMS

• **Finance**

a) **Check Disbursement – May 2019**

Motion by: J. Hafeman supported by M. Hofer to approve Check Disbursement – May 2019

Motion carried unanimously.

b) **FY19 Proposed Budget**

Miscellaneous questions addressed.

Motion by: J. Hafeman supported by T. Korpi to approve the FY19 Budget as presented.

Motion carried unanimously.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	TRICO Cleaning	Cleaning	6-18-19-3/31/20	None	\$89.74/day	New
Cleaning for Administration Building						

c) Contract Grid 6-20-19 (TRICO Cleaning)

Motion by: J. Hafeman supported by R. Roberge to approve the TRICO Cleaning contract for Kingsford Administration building.

Motion carried unanimously.

- **Final Northpointe Sign Design**

Motion by: M. Negro supported by J. Hafeman to approve depiction of the new Northpointe sign design as presented.

Motion carried unanimously.

- **Ad Hoc Policy Revisions**

Miscellaneous questions addressed. R. Roberge requested that the differences in contributions between staff categories in the retirement plan be revisited when staff wages are brought to Board.

Motion by: M. Negro supported by T. Korpi to approve the Ad Hoc Policy revisions as presented.

Motion carried unanimously.

NEW BUSINESS (Discussion only)

- **Finance**

- a) **Financial Statement – May 2019**

J. Lindow reviewed May 2019 check disbursement with Board. Miscellaneous questions addressed.

Outcome: Action Item at next meeting.

- b) **Funding Source Summary**

J. Lindow reviewed Funding Source Summary through May 30, 2019 with members. Discussed importance of County Appropriation monies. Miscellaneous questions addressed.

Outcome: Informational.

- c) **GF Board Questions and Answers**

J. Cescolini advised Board of measures currently taken to reduce GF spending. These measures include assisting Individuals in obtaining Medicaid coverage, reduction of medication costs, education of staff, UM monthly reviews of GF and development of service packages for Individuals without Medicaid coverage were some of measures taken. Miscellaneous questions addressed. Miscellaneous questions addressed.

Outcome: Results of meeting with DCHS regarding emergency services on next agenda. Informational.

- **Accessibility and Accommodation Plan**

Yearly update and current versions provided for review. Grammar correction on page 2 completed.

Outcome: Action Item at next meeting.

- **Fleet Management Plan**

Discussed quantity of vehicles owned and quantity needed. Plan is for 2 years and does not reflect current fleet records. When plan is renewed, current listing of vehicles will be provided. Miscellaneous questions addressed.

Outcome: Informational.

- **Vehicle Bids**

Consumer Reports and delivery time used to make recommendations.

Motion by: J. Hafeman supported by R. Roberge to move Vehicle Bids to an ACTION item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

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

R. Roberge commented that the Rav 4 has many standard safety features included. Discussed training of staff on usage. J. Heath, Fleet Manager, to check on what features were included in model purchased.

Motion by: M. Negro supported by N. Pasternak to purchase 2 Rav4's from Bergeron Motors for \$27,750.00 each.

K. Pirlot abstained from vote due to personal conflict of interest. Motion carried unanimously with remaining members.

- **Lighthouse Recommendations**

Discussed scores completed after comprehensive RFP Committee review. Provider A scored higher than B and bid packet included the most information required. Advised purchase of real estate would be a separate transaction from contract and that Provider A was interested in purchasing.

Motion by: J. Hafeman supported by T. Korpi to move Lighthouse Recommendations to an ACTION item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

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

Request was made to identify Provider A and B prior to motion. Blind RFP process discussed.

Motion by: J. Hafeman supported by A. Martin to accept bid proposal A and enter into contract negotiations.

Roll call conducted by K. Stankevich, Administrative Assistant.

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

Motion carried unanimously.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	VMWare	Software license renewal	8-1-19 to 7-31-20		\$5,220.00	Annual renewal of licensing

- **Contract Grid 7-11-19 (VMWare)**
Required software update discussed.

Motion by: J. Hafeman supported by A. Martin to move Contract Grid 7-11-19 to an ACTION item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

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

Motion by: J. Hafeman supported by K. Pirlot to approve Contract Grid 7-11-19 (VMWare) as presented.

Motion carried unanimously.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

- CMHAM Weekly Updates – June 21, 2019
J. Hafeman called attention to article regarding early warning system for emotional crisis. Felt idea was exceptionally excellent.
Outcome: Informational
- Stakeholder’s 4-2-19 meeting minutes
Outcome: Place on file.
- Recipient Rights Advisory Committee training flyer
Outcome: Informational.

PUBLIC COMMENTS – None.

BOARD COMMENTS

A. Martin requested Northpointe Board members appointed to the NorthCare Board contact her if they are unable to attend meetings. As alternate, she is a voting and paid member if one of the others is absent.

M. Negro reminded members that the Recipient Rights training is on Thursday, July 18. Requested they sign up and attend if they are able.

J. Luhtanen thanked members who attended the meeting in Escanaba with Senator McBroom. She and M. Negro expressed feelings that it was a very good meeting. M. Negro stated Senator McBroom said he will never vote to privatize mental health and the need to hold him to this. J. Luhtanen said it is important to contribute to PAC in order to have the Upper Peninsula’s values represented downstate.

J. Luhtanen reminded members the NAMI Picnic is July 25th at Cowboy Lake. Lunch starts at noon.

J. Luhtanen asked members if they would be interested in restarting Board meetings at the other county locations. Consensus is affirmative. Place on next agenda to set dates.

J. Cescolini stated Dickinson County Communities that Care are hosting a Hope to Help: Suicide Prevention Walk on September 15th from 1-3 at the Midtown Mall. Registration is online.

ADJOURN

Motion made by J. Hafeman supported by T. Korpi to adjourn the meeting.

Motion carried unanimously.

Meeting adjourned at 6:25 p.m.

The next Board meeting is scheduled for Thursday, July 25, 2019 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich, Administrative Assistant