

**NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS**

**Regular Meeting**

**MINUTES**

**715 Pyle Dr., Kingsford, MI 49802**

**September 5, 2019 – 4:30 p.m.**

**CALL TO ORDER/ROLL CALL:**

Joan Luhtanen, Chairperson, called the meeting to order at 4:35 p.m.; K. Stankevich, Administrative Assistant, conducted the roll call.

<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>	<b><u>MEMBERS</u></b>	<b><u>Present</u></b>	<b><u>Excused Absent</u></b>	<b><u>Absent</u></b>
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** – None

**APPROVAL OR AMEND AGENDA**

Chairperson Luhtanen requested approval or amendment of agenda. J. Cescolini requested the addition of the 9-5-19-Additions contract grid and a Lighthouse update be placed under New Business.

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

**Motion by:** J. Hafeman supported by N. Pasternak to approve agenda as amended.

**Motion carried unanimously.**

**APPROVAL OF REGULAR BOARD MEETING MINUTES**

J. Luhtanen noted changes necessary for date and address of meeting, as well as changing to J. Luhtanen calling the meeting to order.

**Motion by:** A. Martin supported by K. Pirlot to approve the 8-22-19 Regular Board Meeting minutes as amended.

**Motion carried unanimously.**

**PRESENTATION** – None

**ACTION ITEMS**

- **Finance**

- a) **Check Disbursement – July 2019**

- Motion by:** J. Hafeman supported by M. Hofer to approve Check Disbursement – July 2019 as presented.

- Motion carried unanimously.**

- **Stakeholder Application – A. Kell**

- Discussed application and availability of position on committee.

- Motion by:** J. Hafeman supported by P. Phillips to appoint A. Kell to Stakeholder Committee for a 2-year term.

- Motion carried unanimously.**

- **Recipient Rights Application – J. Zawislaki**  
Discussed application and availability of position on committee.  
**Motion by:** T. Korpi supported by K. Pirlot to appoint J. Zawislaki to the Recipient Rights Committee for a 3-year term.  
**Motion carried unanimously.**
- **Boyington Blueprints**  
Board member, K. Pirlot, was unable to assist after reaching out to his contacts. Discussed contact of previous owner and building department.  
**Outcome:** J. Cescolini will discuss status with J. Heath, Facilities Manager, and return with update for the Board.
- **Ad Hoc Policy Revisions – Ad Hoc has not met. No Action at present meeting.**  
**Outcome:** New meeting set for September 18, 2019 at 10:00 a.m.

**NEW BUSINESS (Discussion only)**

- **Finance**
  - a) **Contract Grid 9-5-19** (*Beacon Specialized Residential, Delta T Group*)  
Discussed services provided by Beacon and Delta T.
  - b) **Contract Grid 9-5-19 Additions** (*Calo, Catherine, Functional Behavior Services, LLC, Superior Rehab*)  
Miscellaneous questions addressed.

**ACTION:** Move to ACTION Item at present meeting.

**Motion by:** J. Hafeman supported by P. Phillips to move contracts with Delta T Group, Catherine Calo, and Superior Rehab to an ACTION Item at present meeting.

Roll Call conducted by K. Stankevich, Administrative Assistant.

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
Korpi	X		Pasternak	X
Hafeman	X		Phillips	X
Hofer	X		Negro	X
Pirlot	X		Martin	X
Zevitz	X		Luhtanen	X

**Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Catherine Calo	LPC	9-1-19 to 8-31-20	New	\$75.00/hr. \$45.00/hr. for trainings \$.50 per mile for mileage	New
B	Delta T Group	Referral Service	8-7-19 to 8-7-20	New	\$38.00/hr. LMSW \$38.00/hr. LPC \$36.00/hr. LLMSW \$34.00/hr. LBSW	New
C	Superior Rehab	Rehab therapy	9-1-19 to 8-31-20	\$60.00/hr. Physical Therapist \$60.00/hr. Occup. Therapist \$60.00/hr. Speech Therapist \$.50/mile	\$63.00/hr. Physical Therapist \$63.00/hr. Occup. Therapist \$63.00/hr. Speech Therapist \$52.00/hr. Therapist Asst. \$.50/mile	\$3.00/hr. \$3.00/hr. \$3.00/hr. New Same

**ACTION:** Moved to approve contracts with Delta T Group, Catherine Calo, and Superior Rehab as presented.

**Motion by:** J. Hafeman supported by M. Hofer to approve contracts with Delta T Group, Catherine Calo, and Superior Rehab as presented.

**Motion carried unanimously.**

c) **GF Updates**

Discussed progress of various procedures in motion to reduce General Fund expenditures. Miscellaneous questions addressed.

**Outcome:** Informational

• **CEO Recipient Rights Determination and Summary Report**

J. Luhtanen reviewed letter from the State regarding allegation of Recipient Rights violation by CEO. After the investigation, the State found insufficient evidence to support a Rights violation. The State has recommended the Animals in the Workplace policy be modified and requests a letter from the Board regarding any disciplinary action being taken.

**ACTION:** Move to ACTION Item at present meeting.

**Motion by:** T. Korpi supported by Phillips to move the Board’s response to the State’s RR Determination letter to an ACTION item at present meeting.

Roll Call conducted by K. Stankevich, Administrative Assistant.

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>		<b>YES</b>	<b>NO</b>
Korpi	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Negro	X	
Pirlot	X		Martin	X	
Zevitz	X		Luhtanen	X	

**Motion carried unanimously.**

**ACTION:** Moved to place the investigation findings letter in J. Cescolini’s employment file without reprimand and send letter to the State confirming this action.

**Motion by:** T. Korpi supported by J. Hafeman to have the State’s investigation findings letter placed in J. Cescolini’s employment file without reprimand and send letter to the State confirming this action.

**Motion carried unanimously.**

Consensus of the Board is to have the Animals in the Workplace policy reviewed by Ad Hoc prior to and brought before the full Board for approval of changes prior to December 31, 2019.

• **CEO Evaluation Discussion**

Discussed need to review CEO performance. Board wants Employee Survey results prior to completing evaluations.

**Outcome:** Return to agenda the second meeting in October.

• **Lighthouse Update**

ALS hired contractor to do renovation estimates. Current estimate to renovate home is \$120,000 to \$180,000. Want to begin changes as soon as possible and have offered \$45,000 to \$50,000 to purchase the home as is. Miscellaneous questions addressed.

**ACTION:** Move to ACTION Item at present meeting.

**Motion by:** M. Hofer supported by P. Phillips to move the sale of the Lighthouse to an ACTION Item at present meeting.

Roll Call conducted by K. Stankevich, Administrative Assistant.

<b>ROLL CALL VOTE</b>	<b>YES</b>	<b>NO</b>		<b>YES</b>	<b>NO</b>
Korpi	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Negro	X	
Pirlot	X		Martin	X	
Zevitz	X		Luhtanen	X	

**Motion carried unanimously.**

**ACTION:** Moved to pursue sale of Lighthouse, as is, to ALS for \$50,000 pending contract for services completion.

**Motion by:** J. Hafeman supported by M. Hofer to move forward with the “as is” sale of the Lighthouse property, for \$50,000, pending contract for services completion.

**Motion carried unanimously.**

- **Board member appointment to QI Committee**

M. Hofer has resigned from the QI Committee. M. Negro expressed interest in this position.

**Outcome:** M. Negro appointed to QI Committee.

**MISCELLANEOUS BOARD/COMMITTEE REPORTS**

CMHAM Weekly Updates – 8-23-19

**Outcome:** Informational

Board Bylaws 2019 Communication to the Board request

**Outcome:** Informational

**PUBLIC COMMENTS**

J. Cescolini advised members that a group home provider may attempt to contact them. Holding a provider to standards after site review has made provider unhappy. Will discuss further at future meetings.

**BOARD COMMENTS**

M. Negro contacted Dr. Kangas and D. Bennett at NorthCare after the presentation of the quarterly QI reports last week. Errors in auditing were discussed and NorthCare will review the information again. If an error is present, Dr. Kangas assures it will be corrected.

J. Luhtanen advised members that Dr. Kangas would be attending the next regular Board meeting at the Iron River office on September 19, 2019. There will be a tour of Iron River facilities. Tour will begin at the Northpointe office in Iron River at approximately 3:15 p.m.

J. Luhtanen reminded members attending the GLRMH conference to keep all receipts and turn in with travel voucher. If unable to make the conference at the last minute, please cancel with the hotel to have a portion refunded.

J. Luhtanen asked members if they would be amenable to a special meeting the next time Dr. Razdan is here. Consensus is to schedule a special meeting for a presentation by Dr. Razdan.

**ADJOURN**

**Motion by** P. Phillips supported by T. Korpi to adjourn.

**Motion carried unanimously.**

Meeting adjourned at 5:55 p.m.

The next Regular Board meeting is scheduled for Thursday, September 19, 2019 in Iron River, Michigan at 4:30 p.m. There will be a tour of facilities leaving the Iron River Northpointe office at 3:15 p.m.

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Joan Luhtanen, Chairperson

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Patricia Phillips, Secretary/Treasurer

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Kelly Stankevich, Administrative Assistant