

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI 49802

November 7, 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 alternate site

** 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. Chairperson Luhtanen requested the addition of the Endowment Fund under Action Items and the Funding Source Bucket under New Business. J. Cescolini requested Wait List be moved from Action Item to New Business.

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

Correction to 10-10-19 minutes under Snow Removal bids. Minutes denoted all no votes and should be all yes votes.

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

Motion by: J. Hafeman supported by K. Pirlot to approve 10-10-19 Regular Board meeting minutes as amended.

Motion carried unanimously.

ACTION: Moved to approve the 10-24-19 Regular Board meeting minutes as presented.

Motion by: J. Hafeman supported by N. Pasternak to approve the 10-24-19 Regular Board meeting minutes as presented.

Motion carried unanimously.

PRESENTATION – None.

ACTION ITEMS

• **Finance**

a) **Check Disbursement – September 2019**

ACTION: Moved to approve the September 2019 Check Disbursement as presented.

Motion by: A. Martin supported by T. Korpi to approve the September 2019 Check Disbursement as presented.

Motion carried unanimously.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	ALS	CLS and PC	10/1/19-9/30/20	New	\$278.81 to \$296.66/day Depending on decisions regarding bed usage.	New

b) Contract Grid 10-10-19 (ALS)

Discussed range of rates. Respite usage needs to be determined by next week.

ACTION: Moved to approve the 10-10-19 Contract Grid for ALS at the rate of \$278.81-\$296.66/day.

Motion by: T. Korpi supported by M. Negro to approve the 10-10-19 Contract Grid for ALS at the rate of \$278.81-\$296.66/day.

Motion carried unanimously.

- **FY19 Quarterly Plan of Correction Monitoring Report**

ACTION: Moved to approve the FY19 Quarterly Plan of Correction Monitoring Report as presented.

Motion by: J. Hafeman supported by K. Pirlot to approve the FY19 Plan of Correction Monitoring Report as presented.

Motion carried unanimously.

- **FY19 Quarterly Outcomes and PI Report**

ACTION: Moved to approve the FY19 Quarterly Outcomes and PI Report as presented.

Motion by: J. Hafeman supported by K. Pirlot to approve the FY19 Outcomes and PI Report as presented.

Motion carried unanimously.

- **Ad Hoc Policy Revisions** – Standing Item – None

- **Endowment Fund**

Discussed consumer’s trip and amounts already earned toward payment. J. Lindow to report final amount used after all other funding has been applied.

ACTION: Moved to approve the allotment from the Endowment Fund for the difference between \$1500.00 and any other funding sources received toward committee’s request for band trip.

Motion by: J. Hafeman supported by A. Martin to approve payment for the difference between \$1500.00 and any other funding sources received toward committee’s request for band trip.

Motion carried unanimously.

NEW BUSINESS (Discussion only)

- **Finance**

a) **FY19/20 MI Association of Community Mental Health Boards Membership Dues**

ACTION: Moved to make FY19/20 MI Association of CMH Boards Membership Dues to ACTION Item at present meeting.

Motion by: J. Hafeman supported by A. Martin to move FY19/20 MI Association of CMH Boards Membership dues to an ACTION Item at present meeting.

Roll Call conducted by K. Stankevich, Administrative Assistant.

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

Motion carried unanimously.

ACTION: Moved to approve payment of the FY19/20 MI Association of Community Mental Health Boards Membership Dues.

Motion by: A. Martin supported by T. Korpi to approve payment of the FY19/20 MI Association of CMH Boards in the amount of \$10,287.00.

Motion carried unanimously.

b) GF Update

J. Cescolini reviewed monthly report with members. Miscellaneous questions addressed.

Outcome: Informational.

c) Interim Financial Statement – September 2019

J. Lindow reviewed the Interim Financial Statement – September 2019 with members. Miscellaneous questions addressed.

Outcome: Action Item at next Board meeting.

d) Funding Source Summary

J. Lindow reviewed the Funding Source Summary. J. Cescolini presented historical information, as well as present information, regarding the general fund expenditures. Miscellaneous questions addressed.

Outcome: Informational.

• **Properties – A Street and Crossroads**

J. Cescolini proposed the Board consider the sale of A Street and Crossroads buildings. Appraisal for A St. was in the amount of \$45,000 and Crossroads for \$40,000. No programming is currently being held at Crossroads and Northpointe is strictly operating as a landlord for A St. J. Lindow has requested Superior Title Company do a title search for A St. to determine if a covenant is still active on the property.

Outcome: Discussion item for Board to consider at future meeting.

• **FY20 Annual Performance Improvement Plan**

Outcome: Action item at next Board meeting.

• **FY20 Quality Assessment and Performance Plan (QAPIP)**

Outcome: Action item at next Board meeting.

• **Snow Removal Bids**

S. Brown is no longer interested in continuing his snow service to Northpointe. Discussed having Moyer Excavating and costs associated with him.

ACTION: Moved to make Snow Removal Bids an ACTION Item at present meeting.

Motion by: T. Korpi supported by J. Hafeman to move Snow Removal Bids to an Action Item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

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

Motion carried unanimously.

Motion by: J. Hafeman supported by A. Martin to award the snow removal contract to Moyer Excavating for The Pines, Hughitt Street, Belgium Point, and A Street. The Pines - \$40.00/occurrence, Hughitt St. - \$20.00/occurrence, Belgium Point - \$65.00/occurrence, and A St. - \$25.00/occurrence. Haul away will be \$100.00 per truckload.

Motion carried unanimously.

- **Board By-Laws**

Chairperson Luhtanen requested an Ad Hoc committee establish an allotted timetable for Board members to speak at meetings. Robert's Rules of Order allows 10 minutes and other boards allow 2-10 minutes. A. Martin requested review of number 4 under Section 3. Duties of the Board. There is no Ad Hoc Committee Chairperson as Ad Hoc Committees are as needed.

Outcome: Until Ad Hoc returns with recommendations, Board will use Robert's Rules of Order allowing any member to speak up to 10 minutes. Ad Hoc will also review and revise number 4 under Section 3. Duties of the Board.

- **Waitlist**

Discussed the usage and impact of GF benefit packages implemented in August of 2019. Miscellaneous questions addressed. Talked about return of Ed McBroom and M. Negro will contact him to schedule.

Outcome: Discussion deferred to the November 21, 2019 meeting. M. Swift from Pathways, and M. Rooney and Dr. Kangas from NorthCare were invited to speak about waitlists and general fund. Agenda will only have Action Items and waitlist for New Items to allow enough time for discussion.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

CMHAM Weekly Update – October 25, 2019

Outcome: Informational.

Northpointe Organizational Structure – Updated 11-1-19

Outcome: Informational.

PUBLIC COMMENTS - None

BOARD COMMENTS

J. Luhtanen announced the Fall GLRMH conference will be held September 13-15, 2020 at the Kewadin Casino in Sault Ste. Marie, MI.

J. Luhtanen reminded members that Dr. Razdan will be at the Special Board meeting on Monday, November 11, 2019 at 4:30 p.m. for a meet and greet.

A. Martin requested clarification when the annual CEO Evaluation would be done. Employee Engagement survey results are complete and are being reviewed by Leadership team for an action plan. First meeting in December will bring back to Board.

J. Cescolini announced S. Giguere has accepted the position of Human Resource Director.

J. Luhtanen gave congratulations to the Menominee Clubhouse team on behalf of the Board for becoming Internationally Certified.

ADJOURN

Motion by: A. Martin supported by K. Pirlot to adjourn.

Motion carried unanimously.

Meeting adjourned at 5:50 p.m.

The next Regular Board meeting is scheduled for Thursday, November 21, 2019 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich, Administrative Assistant