



## Board of Directors Meeting Minutes

715 Pyle Drive  
Kingsford, MI 49802  
(906) 774-0522

**Meeting Date:** 7/23/2020

**Meeting Time:** 4:30 pm

**Location:** Online - ZOOM <https://zoom.us>  
Via Phone - 1 646 558 8656  
Meeting ID: 906 779 0545  
Password: 1234

### Call to Order:

J. Luhtanen, Chairperson, called the meeting to order at 4:35 p.m.

### Roll Call:

V. Johnson, Administrative Assistant conducted the roll call

Member	Attendance	Member	Attendance
Dehn, Janet	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent	Negro, Mari*	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent
Hafeman, Jan *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Pasternak, Nancy **	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent
Hofer, Millie *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Phillips, Patricia	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent
Roberge, Robert *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Zevitz, Michael Dr. *	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent
Pirilot, Kevin **	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Korpi, Thomas **	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent
Martin, Ann *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent	Luhtanen, Joan *	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent

\* Zoom conference from alternate site      \*\* Telephone attendance

### Representing Administration:

J. Cescolini, J. Lindow, V. Johnson

N. Pasternak was in attendance, but microphone was turned off.

Dr. M. Zevitz logged in at 4:49 p.m.

T. Korpi logged in at 4:57 p.m.

### Pledge of Allegiance:

Withheld do to Covid - 19

### Public Comment:

None

**Approve/Amend Consent Agenda:**

J. Luhtanen requested approval or amendment of the consent agenda. J. Luhtanen asked to remove Vacation Policy Addendum for FY 20 from the Consent Agenda,

**Action:** Remove Vacation Policy Addendum for FY20 off consent agenda.

**Motion by:** J. Hafeman Second by: A. Martin to remove the Vacation Policy Addendum for FY 2020 from consent agenda.

**Roll Call Vote:**

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Motion approved unanimously.**

**Action:** To approve consent agenda with the removal of Vacation Policy Addendum for FY20.

**Motion by:** J. Hafeman Second by: A. Martin to approve amendments to the consent agenda.

**Roll Call Vote:**

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Motion approved unanimously.**

J. Luhtanen requested the approval of the agenda with addition of Vacation Policy Addendum for FY 20.

**Motion by:** J. Hafeman Second by: A. Martin to approve the agenda with additions.





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**Roll Call Vote:**

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Motion approved unanimously.**

**Ad Hoc Policy Revisions**

J. Luhtanen asked for a motion to approve the Ad Hoc Policy revisions.

**Action:** Move to action item at tonight's meeting.

**Motion by:** J. Hafeman Second by: A. Martin to move Ad Hoc Policy Revisions to an Action item at tonight's meeting.

**Roll Call Vote:**

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Motion approved unanimously.**

**Action:** Move to approve Ad Hoc Policy Revisions with corrections.

**Motion by:** J. Hafeman Second by: A. Martin to approve Ad Hoc Policy Revisions with corrections.

**Roll Call Vote:**

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Motion approved unanimously.**

**Action:** Move to approve Vacation Policy Addendum for FY 20: one-time exception to the Policy to allow two options:

1. Employees to carry vacation hours in excess of 200 hours over for use in FY21.
2. Employees who don't not wish to carry vacation hours over, be paid out at the full amount for the vacation hours in excess of 200 hours.

**Motion by:** A. Martin Second by: J. Hafeman to approve the Vacation Policy Addendum for FY 20.

**Roll Call Vote:**

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Motion carried unanimously.**

**Check Disbursement Report**

J. Lindow review the Check Disbursement Report with the board. Miscellaneous questions addressed.

**Outcome:** Action item next meeting

**Quality Assessment and Performance Improvement Report Program FY 21**

K. Thompson review the Quality Assessment and Performance Improvement Report Program FY 21 with the board. Miscellaneous questions addressed.

**Outcome:** Action item next meeting.

**Quarterly Outcomes and Performance Indicators Report FY 20 Quarter 2**

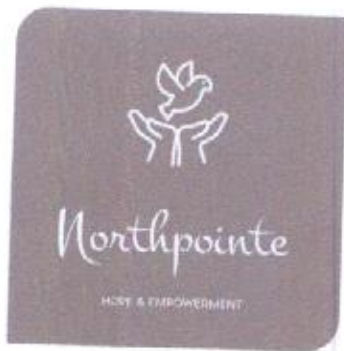
K. Thompson reviewed the Quarterly Outcomes and Performance Indicators Report FY 20 Quarter 2 with the board. Miscellaneous questions addressed.

**Outcome:** Action Item next meeting.

**Quarterly Plan of Correction and Monitoring Report FY 20 Quarter 2**

K. Thompson reviewed with the board the Quarterly Plan of Correction and Monitoring Report FY 20 Quarter 20. Miscellaneous questions addressed.





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**Outcome:** Action item next meeting.

**NBHS Written Plan of Performance Services**

J. Cescolini review NBHS Written Plan of Performance Services with the board. Miscellaneous comments addressed.

**Outcome:** Action item next meeting

**Contract Grid July 23, 2020 (Trico Cleaning Dickinson)**

J. Cescolini reviewed with the board the contract grid. Miscellaneous comments addressed.

**Outcome:** Move to an Action item at tonight's board meeting.

**Motion by** K. Pirlot **Second by:** J. Hafeman to move contract grid to an **Action** item.

**Roll Call Vote:**

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Motion carried unanimously.**

J. Luhtanen asked for a motion to approve the contract grid.

**Motion by:** J. Hafeman **Second by:** P. Phillips to approve contract grid as presented.

**Roll Call Vote:**

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hafeman, Jan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zevitz, Michael Dr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Pirlot, Kevin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Motion carried unanimously.**

**Covid -19 CEO Performance Bonus**

J. Cescolini excused herself from the meeting. Discussion was held among board members of a possible Covid bonus. Census was to form an Ad Hoc Committee to discuss a performance bonus for the CEO. J. Luhtanen asked P. Phillips and R. Roberge to be on the committee along with her. J. Luhtanen asked V. Johnson to set up the meeting and email the board with the information. J. Cescolini returned to the meeting after the conservation.

**Action:** Ad Hoc committee formed.

**Miscellaneous Board/Committee Reports for Information**  
CMHAM Weekly Update – July 10, 2020

**Outcome:** Place on file

**Public Comment**

J. Heath stated that Northpointe has a good sounding board. He also thanked the board for the recent pay increase for employees.

**Board Comment**

A. Martin would like information on the Mid-Year Budget Amendment. J. Lindow to email board members with information.

R. Roberge thanked J. Cescolini and B. Hellman for the work they did on the Foster Care Grant that Northpoint received.

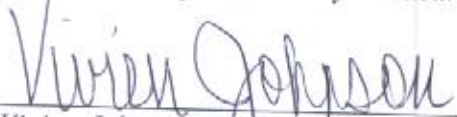
**Adjourn**

J. Luhtanen, Chairperson, adjourned meeting at 5:33 p.m.

The Next Regular Board meeting is scheduled for Thursday, August 6, 2020  
via Zoom/telephone at 4:30 p.m.

  
Joan Luhtanen, Chairperson

  
Patricia Phillips, Secretary/Treasurer

  
Vivien Johnson, Administrative Assistant