



Board of Directors Meeting

Home Office: Northpointe
715 Pyle Drive
Kingsford, MI 49802

Meeting Date: 2/4/2021

Meeting Time: 4:30 pm

Meeting Location: Via ZOOM

ZOOM Information: Online: [ZOOM](#)
Dial: 1 646 558 8656
Meeting ID: 906 779 0545
Password: 1234

Meeting Agenda

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. **Public Comment** (Limit: 5 minutes per person for agenda items only)
- V. **Action Item** – Consent Agenda
(Consent agenda items are being presented for review and action by a single vote without discussion. If a member believes that an item requires discussion, then a request is made to pull that one item from the Consent Agenda and to add it to the regular agenda as an item to be discussed.)
 - A. Previous Meeting Minutes from 1/21/21 1-4
 - B. AD Hoc Meeting Minutes 1/11/21 5
 - C. Special Board Meeting Minutes 1/14/21 6-8
 - D. Respite Services
 - E. School-Based Services
 - F. Transition Planning for a Child Becoming an Adult
 - G. Transporting Challenging Individuals
 - H. Accounting of Disclosures
 - I. Breach Notification
 - J. Clothing in Foster Care
 - K. De-Identified Protected Health Information
 - L. Clothing in Foster Care
 - M. De-Identified Protected Health Information
 - N. Designated Record Set
 - O. Residential Dietary Services
 - P. Digital Recording Transcription of Psychiatric Service
 - Q. Drug Free Environment
 - R. Filing Service Recipient Data-Purged Documents
 - S. Foster Care Placement Agreement
 - T. Hazardous Communication Program
 - U. OBRA Preadmission Screening and Annual Resident Review
 - V. Policies, Standard, Operating Procedures, And Forms
 - W. Product Recall
 - X. Release of Information Authorization
 - Y. Removal of Individuals in Service File
 - Z. Request for Restriction of Protected Health Information Uses and Disclosures
 - AA. Rescheduling Initial Assessment
 - BB. Research and Clinical Trials
 - CC. Retention and Disposal of Medical Records
 - DD. Safeguard of Records
 - EE. Safety Program
 - FF. Security
 - GG. Service Recipient Access to Records

	HH. Subpoena or Search Warrant	
	II. Telehealth Services	
	JJ. Transportation	
	KK. Use of Functional Assessments	
	LL. Weapons in the Workplace	
	MM. Strategic Plan	9-13
VI.	Approval of Agenda (Request for additional agenda items.)	
VII.	Presentation:	
VIII.	New Business – (Discussion Only)	
	• Annual Policy Reviews	
	A. Clinical Record Quality Assurance Review	16
	B. Contract Service Provider Monitoring	17-18
	C. Data Quality Management	19-
	D. Development and Review of Policies, Standard Operating Procedures, Guidelines, and Forms	20-21
	E. Employee Reporting of Unusual Incidents	22-23
	F. Family Medical Leave Act	24-26
	G. HIPAA Sanction	27-28
	H. Home-Based Services	29-31
	I. Information Security	32-33
	J. Notice of Privacy Practices	34
	K. Personal Appearance and Conduct	35
	L. Recruitment Expenses	36-37
	M. Social Security Privacy	38-39
	• Finance	
	A. Balance Sheet ending September 30, 2020	40-45
	B. Balance Sheet ending October 31, 2020	46-51
	C. Balance Sheet ending November 30, 2020	52-57
	• Contract Grid – February 4, 2021 (ALS, Bonnie Daligga)	58
	• Recipient Rights Renewal Application (William Bouchard)	59
IX.	Miscellaneous Board/Committee Reports	
	CMHAM Weekly Report – January 22, 2021	60-73
	2021 Annual Board Self-Study	74-179
	2021 Annual Confidentiality Statement	
X.	Public Comment	
XI.	Board Comment	
XII.	Adjourn	