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## Board of Directors - January 27, 2022

### Disclaimer

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### Approvals

- Committee Approval: Board of Directors approved on 2/10/2022
- Signature: Laurie Gardipee, HOME MANAGER signed on 2/22/2022, 11:45:30 AM
- Signature: Patricia Phillips signed on 3/8/2022, 6:41:24 PM
- Signature: Robert Roberge signed on 2/24/2022, 8:07:03 AM

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### Revision Insight

Document ID: 12237  
Revision Number: 0  
Owner: Jennifer Cescolini, CHIEF EXECUTIVE OFFICER  
Revision Official Date: 2/9/2022

Revision Note:  
[Department changed from Administration to Board of Directors by Cescolini, Jennifer on 17-MAR-2022]

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DocID: 12237  
 Revision: 0  
 Status: Official  
 Department: Board of Directors  
 Manual(s):

**Committee Minutes : Board of Directors - January 27, 2022**

Board Meeting Information	
Meeting Date: 1/27/22	Meeting Location:
Meeting Time: 4:30 PM	Northpointe Administrative Conference Room 715 Pyle Drive Kingsford, MI 49802

Agenda Item	Minutes																																																						
<b>Meeting Called to Order:</b>	R.Roberge, Chairperson, called the meeting to order at 4:30 PM																																																						
<b>Board Member Roll Call:</b>	<p>V. Johnson, Administrative Assistant conducted roll call:</p> <table border="1"> <thead> <tr> <th rowspan="2">Board Member</th> <th rowspan="2">Present</th> <th colspan="2">Absent</th> </tr> <tr> <th>Excused</th> <th>Unexcused</th> </tr> </thead> <tbody> <tr> <td>Janet Dehn</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>William Cech</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Millie Hofer</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Korby Howell</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Tom Korpi</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Joan Luhtanen</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Ann Martin</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Mari Negro</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Nancy Pasternak</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Patricia Phillips</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Kevin Pirlot</td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>Robert Roberge</td> <td>X</td> <td></td> <td></td> </tr> </tbody> </table>	Board Member	Present	Absent		Excused	Unexcused	Janet Dehn			X	William Cech	X			Millie Hofer	X			Korby Howell			X	Tom Korpi		X		Joan Luhtanen	X			Ann Martin	X			Mari Negro	X			Nancy Pasternak	X			Patricia Phillips	X			Kevin Pirlot	X			Robert Roberge	X		
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<b>Representing Administration:</b>	<ul style="list-style-type: none"> <li>J.Cescolini, CEO</li> <li>M.Rooney, CFO</li> <li>V. Johnson, Administrative Assistant</li> </ul>																																																						
<b>Pledge of Allegiance:</b>	Recited																																																						
<b>Public Comment:</b>	<ul style="list-style-type: none"> <li>Steve Gromala introduced William Cech, Menominee County Board of Commissioner, to the Board as his term is ending on the Board. Steve expressed that he enjoyed his appointment and that it is a good thing for Northpointe to have more involvement of different county members.</li> </ul>																																																						
<b>Approval/Amendments to Consent Agenda:</b>	<p>Discussion: R.Roberge requested approval or amendment of the Consent Agenda.</p> <table border="1"> <tr> <td><b>Motion By:</b></td> <td>M.Negro</td> </tr> <tr> <td><b>Supported By:</b></td> <td>P.Phillips</td> </tr> <tr> <td><b>Outcome:</b></td> <td>Motion carried to approve consent agenda</td> </tr> </table>	<b>Motion By:</b>	M.Negro	<b>Supported By:</b>	P.Phillips	<b>Outcome:</b>	Motion carried to approve consent agenda																																																
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<b>Approval of Agenda:</b>	<p>Discussion: R. Roberge requested approval or amendment of the meeting agenda.</p> <ul style="list-style-type: none"> <li>Addition of Endowment Fund request to be added to the agenda after 7.7 Board Contract Grid</li> <li>M.Hofer asked about the CEO Evaluation as it is the Board responsibility to conduct this annually; packet is being provided at the next Board Meeting.</li> </ul> <table border="1"> <tr> <td><b>Motion By:</b></td> <td>M.Negro</td> </tr> <tr> <td><b>Supported By:</b></td> <td>K.Pirlot</td> </tr> <tr> <td><b>Outcome:</b></td> <td>Motion carried to approve agenda</td> </tr> </table>	<b>Motion By:</b>	M.Negro	<b>Supported By:</b>	K.Pirlot	<b>Outcome:</b>	Motion carried to approve agenda																																																
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**New Business**

**Finance:**

**Discussion:** M.Rooney presented the interim FY21 Financial Reports.The year is ending in a positive aspect.

- A. Martin inquired on Insight Invoices; Insight provides IT equipment which is why we often have to bring the invoices for review.
- Funding Source Summary reviewed and reviewed the Medicaid, Healthy Michigan, General Fund, and Local Funds.M.Rooney explained that Medicaid re-determinations and spend downs have been on hold with COVID which has impacted the GF surplus. Interim report shows a surplus of \$216,000.

**Insurance Resolution:**

**Discussion:** Megan reviewed Public Act 152 regarding the requirement to conduct an analysis of the health benefits of employees to determine which method is better for the employee (Hard Cap or 80/20). M.Rooney explained that the 80/20 method is at the best benefit of the employee.

- Resolution for Employer/Employee Health Care Cost Resolution - 80/20

<b>Motion By:</b>	R.Roberge to move resolution to action item.
<b>Supported By:</b>	K.Pirlot

Roll Call Vote	Vote	
	Yes	No
Janet Dehn		
William Cech	X	
Millie Hofer	X	
Korby Howell		
Tom Korpi		
Joan Luhtanen	X	
Ann Martin	X	
Mari Negro	X	
Nancy Pasternak	X	
Patricia Phillips	X	
Kevin Pirlot	X	
Robert Roberge	X	
<b>Outcome:</b>	Employer/Employee Health Care Cost Resolution moved to action item.	

<b>Motion By:</b>	R.Roberge to approve the resolution of 80/20
<b>Supported By:</b>	K.Pirlot
<b>Outcome:</b>	Employer/Employee Health Care Cost Resolution for 80/20 to roll call vote

Roll Call Vote	Vote	
	Yes	No
Janet Dehn		
William Cech	X	
Millie Hofer	X	
Korby Howell		
Tom Korpi		
Joan Luhtanen	X	
Ann Martin	X	
Mari Negro	X	
Nancy Pasternak	X	
Patricia Phillips	X	
Kevin Pirlot	X	
Robert Roberge	X	
<b>Outcome:</b>	Employer/Employee Health Care Cost Resolution for 80/20 approved.	

<b>Contract Grid:</b>	<p><b>Discussion:</b> J.Cescolini reviewed the contract grid.</p> <ul style="list-style-type: none"> <li>J.Cescolini reviewed the contract request for Delta Force for use of transportation for voluntary transports to inpatient psychiatric hospitalization. K.Pirlot expressed that he does not feel Northpointe should be privatizing this service and shared the movement at the state to move the involuntary transports from law enforcement to a private agency which is privatizing police work. R.Roberge expressed that we use many private agencies to provide a service for us and this is no different. M.Negro expressed that approving this contract would lead toward privatizing down the road. K.Pirlot stressed that this company is pushing to privatize a law enforcement function which is why he is against supporting the contract with Delta Force.</li> <li>J.Luhtanen asked how many people are at Turning Leaf; currently have one person recently going for placement. J.Cescolini directed the Board to look at the Program Assignments Report to see the names of the contract residential settings and number of individuals at each.</li> <li>A.Martin asked about the Silverstein contract; J.Cescolini explained that Dr. Silverstein would be providing return-to-work mental health assessments for staff.</li> <li>Contract Grid to be moved to the next meeting for voting.</li> </ul>
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<b>Endowment Request:</b>	<p><b>Discussion:</b> Endowment request for a specialized toilet to improve the life of a service recipient in the amount of \$195.62 plus tax.</p> <table border="1" data-bbox="527 541 1385 611"> <tr> <td><b>Motion By:</b></td> <td>M.Negro</td> </tr> <tr> <td><b>Supported By:</b></td> <td>J.Luhtanen</td> </tr> </table> <table border="1" data-bbox="527 640 1385 1060"> <thead> <tr> <th rowspan="2">Roll Call Vote</th> <th colspan="2">Vote</th> </tr> <tr> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr><td>Janet Dehn</td><td></td><td></td></tr> <tr><td>William Cech</td><td>X</td><td></td></tr> <tr><td>Millie Hofer</td><td>X</td><td></td></tr> <tr><td>Korby Howell</td><td></td><td></td></tr> <tr><td>Tom Korpi</td><td></td><td></td></tr> <tr><td>Joan Luhtanen</td><td>X</td><td></td></tr> <tr><td>Ann Martin</td><td>X</td><td></td></tr> <tr><td>Mari Negro</td><td>X</td><td></td></tr> <tr><td>Nancy Pasternak</td><td>X</td><td></td></tr> <tr><td>Patricia Phillips</td><td>X</td><td></td></tr> <tr><td>Kevin Pirlot</td><td></td><td></td></tr> <tr><td>Robert Roberge</td><td>X</td><td></td></tr> </tbody> </table> <table border="1" data-bbox="527 1066 1385 1102"> <tr> <td><b>Outcome:</b></td> <td></td> </tr> </table> <table border="1" data-bbox="527 1129 1385 1220"> <tr> <td><b>Motion By:</b></td> <td>M.Negro</td> </tr> <tr> <td><b>Supported By:</b></td> <td>J.Luhtanen</td> </tr> <tr> <td><b>Outcome:</b></td> <td>Endowment request for \$195.62 plus tax approved.</td> </tr> </table>	<b>Motion By:</b>	M.Negro	<b>Supported By:</b>	J.Luhtanen	Roll Call Vote	Vote		Yes	No	Janet Dehn			William Cech	X		Millie Hofer	X		Korby Howell			Tom Korpi			Joan Luhtanen	X		Ann Martin	X		Mari Negro	X		Nancy Pasternak	X		Patricia Phillips	X		Kevin Pirlot			Robert Roberge	X		<b>Outcome:</b>		<b>Motion By:</b>	M.Negro	<b>Supported By:</b>	J.Luhtanen	<b>Outcome:</b>	Endowment request for \$195.62 plus tax approved.
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**Michigan Rehabilitation Services (MRS) Agreement:**

Discussion: J.Cescolini reviewed the agreement with Michigan

<b>Motion By:</b>	J.Luhtanen to move MRS to action item
<b>Supported By:</b>	M.Hofer

Roll Call Vote	Vote	
	Yes	No
Janet Dehn		
William Cech	X	
Millie Hofer	X	
Korby Howell		
Tom Korpi		
Joan Luhtanen	X	
Ann Martin	X	
Mari Negro	X	
Nancy Pasternak	X	
Patricia Phillips	X	
Kevin Pirlot	X	
Robert Roberge	X	
<b>Outcome:</b>		

<b>Motion By:</b>	J.Luhtanen
<b>Supported By:</b>	M.Hofer
<b>Outcome:</b>	Michigan Rehabilitation Services Agreement approved

**Air Purifiers:**

Discussion: J.Cescolini reviewed the request for the additional Air Purifiers which would be covered under a COVID grant through NorthCare.

- Request for 8 additional units and filters

<b>Motion By:</b>	M.Negro to move the air purifiers to an action item
<b>Supported By:</b>	P.Phillips

Roll Call Vote	Vote	
	Yes	No
Janet Dehn		
William Cech	X	
Millie Hofer	X	
Korby Howell		
Tom Korpi		
Joan Luhtanen	X	
Ann Martin	X	
Mari Negro	X	
Nancy Pasternak	X	
Patricia Phillips	X	
Kevin Pirlot	X	
Robert Roberge	X	
<b>Outcome:</b>	8 air purifiers and 16 filter kits moved to an action item.	

<b>Motion By:</b>	K.Pirlot to approve 8 air purifiers and 16 filter kits
<b>Supported By:</b>	P.Phillips
<b>Outcome:</b>	8 air purifiers and 16 filter kits approved

<b>ACT Team Change:</b>	<p><b>Discussion:</b> J.Cescolini reviewed the request to change our ACT service to an intensive outpatient program due to inability to adequately staff the team. J.Cescolini requested for the Board to acknowledge this change and offer a statement of support for this change.</p> <ul style="list-style-type: none"> <li>J.Cescolini shared that approval was obtained from NorthCare and MDHHS to make this change as ACT is a required service. J.Cescolini explained that Northpointe would continue with the team concept for these high need individuals but would not bill for ACT services. J.Cescolini shared that Northpointe will continue to recruit for qualified ACT clinicians but that there is a need for an intensive outpatient service as well.</li> <li>M.Hofer inquired on crisis calls; J.Cescolini shared that during the day the intensive outpatient team would be handling any crisis calls for these clients and the general crisis team will take after-hours calls.</li> <li>J.Hickey, ACT Team Lead, reviewed that the metrics on the performance indicators would change as the requirement to meet the ACT number of hours will no longer dictate how services are provided.</li> <li>R.Roberge indicated that this is best for staff and best for clients.</li> </ul>																																																					
<b>Board Bylaws:</b>	Move to next meeting																																																					
<b>Outcomes and Performance Indicators &amp; Plan of Correction Monitoring Reports:</b>	<p><b>Discussion:</b> Review of Outcomes and Performance Indicators and Plan of Correction Monitoring Reports</p> <ul style="list-style-type: none"> <li>M.Hofer inquired why Homebased indicators were excluded on the report and expressed the importance of the Homebased services. J.Cescolini shared that the indicators are included in the packet.</li> <li>M.Hofer encouraged the Board to read the definition of Homebased services</li> <li>Return these reports to the next meeting.</li> </ul>																																																					
<b>Program Assignments:</b>	<b>Discussion:</b> J.Cescolini reviewed the informational report.																																																					
<b>Spotlight Report:</b>	<b>Discussion:</b> J.Cescolini indicated this report goes with the video that was sent regarding the strategic plan review and CEO evaluation.																																																					
<b>Stakeholder Applications:</b>	<p><b>Discussion:</b> Reviewed 3 applications for Stakeholder's Committee (reappointment of Gale Cerney, Darlene Hehn, and Ashley Kell)</p> <table border="1" data-bbox="527 747 1385 810"> <tr> <td><b>Motion By:</b></td> <td>M.Negro to move applications to an action item</td> </tr> <tr> <td><b>Supported By:</b></td> <td>A.Martin</td> </tr> </table> <table border="1" data-bbox="527 842 1385 1262"> <thead> <tr> <th rowspan="2">Roll Call Vote</th> <th colspan="2">Vote</th> </tr> <tr> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr><td>Janet Dehn</td><td></td><td></td></tr> <tr><td>William Cech</td><td>X</td><td></td></tr> <tr><td>Millie Hofer</td><td>X</td><td></td></tr> <tr><td>Korby Howell</td><td></td><td></td></tr> <tr><td>Tom Korpi</td><td></td><td></td></tr> <tr><td>Joan Luhtanen</td><td>X</td><td></td></tr> <tr><td>Ann Martin</td><td>X</td><td></td></tr> <tr><td>Mari Negro</td><td>X</td><td></td></tr> <tr><td>Nancy Pasternak</td><td>X</td><td></td></tr> <tr><td>Patricia Phillips</td><td>X</td><td></td></tr> <tr><td>Kevin Pirlot</td><td>X</td><td></td></tr> <tr><td>Robert Roberge</td><td>X</td><td></td></tr> </tbody> </table> <table border="1" data-bbox="527 1262 1385 1304"> <tr> <td><b>Outcome:</b></td> <td>3 Stakeholder's applications moved to action item</td> </tr> </table> <table border="1" data-bbox="527 1335 1385 1440"> <tr> <td><b>Motion By:</b></td> <td>M.Negro to approve 3 applications</td> </tr> <tr> <td><b>Supported By:</b></td> <td>A.Martin</td> </tr> <tr> <td><b>Outcome:</b></td> <td>Gale Cerney, Darlene Hehn, and Ashley Kell applications approved.</td> </tr> </table>	<b>Motion By:</b>	M.Negro to move applications to an action item	<b>Supported By:</b>	A.Martin	Roll Call Vote	Vote		Yes	No	Janet Dehn			William Cech	X		Millie Hofer	X		Korby Howell			Tom Korpi			Joan Luhtanen	X		Ann Martin	X		Mari Negro	X		Nancy Pasternak	X		Patricia Phillips	X		Kevin Pirlot	X		Robert Roberge	X		<b>Outcome:</b>	3 Stakeholder's applications moved to action item	<b>Motion By:</b>	M.Negro to approve 3 applications	<b>Supported By:</b>	A.Martin	<b>Outcome:</b>	Gale Cerney, Darlene Hehn, and Ashley Kell applications approved.
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<b>Annual Policies:</b>	<p><b>Discussion:</b> J.Cescolini indicated the remainder of the agenda are annual policy updates.</p> <ul style="list-style-type: none"> <li>J.Lhutanen requested to get the packet earlier to allow time to read the documents.</li> <li>Return these policies to next agenda.</li> </ul>																																																					
<b>Financial Agreement:</b>	<p><b>Discussion:</b> J.Cescolini reviewed the financial agreement with NorthCare and the benefit for having M.Rooney assisting in the role.</p> <ul style="list-style-type: none"> <li>M.Negro indicated that the question is if the staff have the support they need without having the CFO physically present. J.Cescolini shared that the team is getting one on one training currently and that the finance team has expressed great satisfaction with the assistance from NorthCare.</li> <li>M.Hofer inquired if developing a leader on site would be beneficial; J.Cescolini shared that we do have a lead in billing and a lead in finance. M.Rooney shared that we are fostering growth of the team and offering to teach.</li> <li>J.Cescolini expressed that the long term plan would be to identify when the finance system is in a good place to bring in a CFO that could be mentored by M.Rooney for a long period of time. Hiring someone to come in when our system needs to be changed/fixed is setting a person up for failure. The succession plan would be to look for a CFO once we are satisfied with the financial system and provide mentoring by M.Rooney into the role.</li> <li>K.Pirlot shared that in a restructure that the CEO should be choosing the CFO and expressed support for this arrangement as long as it is working well.</li> </ul>																																																					

<b>Remote Work Policy:</b>	<p><b>Discussion:</b> A.Martin requested that these items be moved to the next agenda.</p> <ul style="list-style-type: none"> <li>J.Cescolini shared a packet of information regarding the human resources policies and procedures on corrective and disciplinary action. Also provided information regarding her background and experience regarding engagement and corrective action procedures.</li> </ul>	
<b>Miscellaneous Reports</b>	<b>CMHAM Weekly Updates:</b>	No updates provided
	<b>NorthCare Board Meeting Minutes 12/8/21:</b>	Meeting minutes provided and on file.
<b>Public Comment:</b>	<ul style="list-style-type: none"> <li>V.Johnson provided the annual training review and J.Cescolini indicated that she would create the annual training in Lucidoc to complete.</li> </ul>	
<b>Board Comment:</b>	<ul style="list-style-type: none"> <li>A.Martin shared that K. Howell's term is expiring on 3/31/22; J.Cescolini shared that K.Howell has expressed that he will be resigning due to work commitments.</li> <li>A.Martin shared that Sheriff Rutter was pleased to receive \$3000 reimbursement from Northpointe for transporting clients.</li> <li>P.Phillips asked about missing the NorthCare Board Meeting; R.Roberge indicated he would attend the meeting in P.Phillips place as an alternate. P.Phillips will find out from S.Lambert Question regarding having a different alternate will be</li> <li>K.Pirlot requests to pull Delta Force contract from the next agenda. Also stated the State of the State Address has heavy emphasis on mental health and that hopefully the tuition reimbursement will apply to Northpointe.</li> <li>P.Phillips asked about the Wage Ad Hoc Meeting dates to be determined.</li> <li>J.Luhtanen recognized Patrick Flynn's efforts with the drop in center and his efforts with the NAMI Christmas Party and Picnic.</li> </ul>	
<b>Meeting Adjourned:</b>	Chairperson R. Roberge called for the meeting to be adjourned at 6:10 PM	
<b>Next Meeting:</b>	Regular Board Meeting	

<b>Document ID</b>	12237	<b>Document Status</b>	Official
<b>Department</b>	Board of Directors	<b>Department VP/Director</b>	Cescolini, Jennifer
<b>Document Owner</b>	Cescolini, Jennifer	<b>Next Review Date</b>	
<b>Original Effective Date</b>	02/10/2022		
<b>Revised</b>	[02/10/2022 Rev. 0]		
<b>Attachments:</b> <b>(REFERENCED BY THIS DOCUMENT)</b>			
<b>Other Documents:</b> <b>(WHICH REFERENCE THIS DOCUMENT)</b>			

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