

# Board of Directors Meeting Agenda

## ▼ Meeting Information

September 01, 2022  
04:30 PM – 06:00 PM  
BOARD ROOM

**Bylaws:**

[Governing Documents](#)

## ▼ Meeting Attendance

**Chairperson:**

Cescolini, Jennifer

**Secretary:**

Gardipee, Laurie

**Members:**

Cech, William

Hofer, Millie

Korpi, Tom

Luhtanen, Joan

Martin, Ann

Negro, Mari

Pasternak, Nancy

Phillips, Patricia

Pirlot, Kevin

Roberge, Robert

Stein, Mary

### ▼ 1. Call Meeting to Order

### ▼ 2. Roll Call

### ▼ 3. Pledge of Allegiance

### ▼ 4. Public Comment

### ▼ 5. Action Item: Approval of Consent Agenda

[Pending official publication] [Owner: Gardipee, Laurie] [ID: 12488] [Doctype: Committee Minutes]

#### 5.1. [Board of Directors - August 04, 2022](#)

[Pending official publication] [Owner: Kayser, Andrea] [ID: 12486] [Doctype: Reference]

#### 5.2. [Board Contract Grid 8-7-2022](#)

- [Pending official publication] [Owner: Smith, Katie] [ID: 10098] [Doctype: Policy]
- 5.3. [Communication, Telephone and Visiting Rights](#)  
Revision notes: spelling error
- [Pending official publication] [Owner: Cescolini, Jennifer] [ID: 12418] [Doctype: Policy]
- 5.4. [Endowment Fund](#)  
Revision notes: Revision to create policy and procedure; eliminate the Endowment Fund Committee as the request goes to the full Board of Directors
- [Pending official publication] [Owner: Johnson, Brent ] [ID: 10313] [Doctype: Policy]
- 5.5. [IT Breach Notification](#)  
Revision notes: Updating Naming Convention
- [Pending official publication] [Owner: Johnson, Brent ] [ID: 10317] [Doctype: Policy]
- 5.6. [IT HIPAA Sanction](#)  
Revision notes: Added IT naming designation to the title.
- [Pending official publication] [Owner: Johnson, Brent ] [ID: 10157] [Doctype: Policy]
- 5.7. [IT Information Security](#)  
Revision notes: Added IT naming designation to the title.
- [Pending official publication] [Owner: Kusz, Erin ] [ID: 10353] [Doctype: Policy]
- 5.8. [Integrated Care Coordination](#)  
Revision notes: Information added to align with Northcare Network Coordination and Integrated Care and Treatment policy
- [Pending review] [Owner: Grable, Mary] [ID: 11718] [Doctype: Policy]
- 5.9. [Residential Crushing Medications](#)  
Revision notes:  
[Added at review/expire: Current, no changes]  
[Marked as Reviewed on 6/27/2022 by Mary Grable: Next Review Date is 6/27/2023.]
- [Pending review] [Owner: Thompson, Karen] [ID: 10342] [Doctype: Policy]
- 5.10. [Service Authorization](#)  
Revision notes: Upload into Lucidoc  
[Added at review/expire: No changes.]  
[Reviewed on 6/24/2021 by Karen Thompson: Next Review Date is 6/24/2022.]  
[Added at review/expire: No changes]  
[Marked as Reviewed on 6/24/2022 by Karen Thompson: Next Review Date is 6/24/2023.]
- [Pending review] [Owner: DeWitt, Krystal] [ID: 10272] [Doctype: Policy]
- 5.11. [Appeal Process for Compliance Decisions](#)  
Revision notes: Minimal wording addition further defining Compliance Program. No other changes  
[Added at review/expire: No changes ]  
[Marked as Reviewed on 7/8/2022 by Krystal DeWitt: Next Review Date is 7/8/2023.]
- [Pending review] [Owner: Kusz, Erin ] [ID: 10346] [Doctype: Policy]
- 5.12. [Co-Occurring Service](#)  
Revision notes: Addition information added pertaining to assessments  
[Marked as Reviewed on 6/20/2022 by Erin Kusz: Next Review Date is 6/20/2023.]
- [Pending official publication] [Owner: DeWitt, Krystal] [ID: 10274] [Doctype: Policy]
- 5.13. [Corporate Compliance](#)  
Revision notes: Update Definitions section for Fraud, Waste, Abuse to align with NorthCare and CMS

[Pending official publication] [Owner: DeWitt, Krystal] [ID: 10273] [Doctype: Policy]

5.14. **[Corporate Compliance Reporting](#)**

Revision notes: Update Definitions section for Fraud, Waste, Abuse to align with NorthCare and CMS

[Pending review] [Owner: Grable, Mary] [ID: 10129] [Doctype: Policy]

5.15. **[Informed Consent for Medication Treatment](#)**

Revision notes: Linking of form

[Added at review/expire: Current, no changes]

[Marked as Reviewed on 6/10/2022 by Mary Grable: Next Review Date is 6/10/2023.]

[Pending official publication] [Owner: Smith, Katie] [ID: 10117] [Doctype: Policy]

5.16. **[Service Recipient Grievance and Appeal](#)**

Revision notes: Changing a typo

[Pending official publication] [Owner: Kusz, Erin ] [ID: 10713] [Doctype: Policy]

5.17. **[Treatment Team Meeting](#)**

Revision notes: grammar corrections, clarification of definitions and purpose, adjustment to treatment teams currently running.

▼ 6. **Approval of Agenda**

▼ 7. **New Business (Discussion Only)**

[Pending official publication] [Owner: Kayser, Andrea] [ID: 12513] [Doctype: Reference]

7.1. **[Board Contract Grid 9-1-2022](#)**

7.2. **Retention Pay - Contract and Employee (M.Rooney)**

7.3. **Informational: Longevity, Vacation, MERS**

[Pending official publication] [Owner: Thompson, Karen] [ID: 10329] [Doctype: Policy]

7.4. **[Quality Improvement Program](#)**

Revision notes: Updated C 1 & 2, H1a, and removed H 4

▼ 8. **Annual Policy Review with Changes (Discussion Only)**

[Pending official publication] [Owner: Cescolini, Jennifer] [ID: 10420] [Doctype: Policy]

8.1. **[Emergency Services Compensation](#)**

Revision notes: No longer face to face requiring staff to leave the house; revised to straight \$45/hour while doing screenings to make policy clearer

[Pending official publication] [Owner: Cescolini, Jennifer] [ID: 10025] [Doctype: Policy]

8.2. **[Employee Classification](#)**

Revision notes: Changed the full-time non-exempt to minimum of 36 hours a week to make polic clearer

[Pending official publication] [Owner: Cescolini, Jennifer] [ID: 10034] [Doctype: Policy]

8.3. **[Hours of Work - Payroll Practices](#)**

Revision notes: Change in work hours to minimum of 36 per week or 72 per pay period; clarified exempt and non-exempt

[Pending official publication] [Owner: Cescolini, Jennifer] [ID: 10045] [Doctype: Policy]

8.4. [Overtime Pay](#)

Revision notes: Clarification on Overtime for exempt and non-exempt

[Pending official publication] [Owner: Cescolini, Jennifer] [ID: 10046] [Doctype: Policy]

8.5. [Paid Sick Leave](#)

Revision notes: clarification on full time exempt, non exempt

[Pending official publication] [Owner: Cescolini, Jennifer] [ID: 10074] [Doctype: Policy]

8.6. [Vacations](#)

Revision notes: Clarification on full time exempt and non exempt

[Pending official publication] [Owner: Cescolini, Jennifer] [ID: 10076] [Doctype: Policy]

8.7. [Wage Scales](#)

Revision notes: Step scales are related to length of service so awarded on anniversary date

▼ 9. **Miscellaneous Board/Committee Reports**

9.1. **CMHA Weekly Update**

 [Link](#)

9.2. **NorthCare Update**

▼ 10. **Public Comment**

▼ 11. **Board Comment**

▼ 12. **Adjournment**