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Manual(s): Meeting Minutes

Committee Minutes : Board of Directors - December 07, 2023

Board Meeting Information

Meeting Date: December 7, 2023	Meeting Location: Northpointe Administrative Conference Room 715 Pyle Drive Kingsford, MI 49802
Meeting Time: 4:30 PM	

Agenda Item	Minutes																																																																					
Meeting Called to Order:	<ul style="list-style-type: none"> K.Pirlot, Chairperson, called the meeting to order at 4:30 PM 																																																																					
Board Member Roll Call:	<ul style="list-style-type: none"> L.Gardipee, Executive Assistant, conducted roll call: <table border="1" style="margin-left: 40px;"> <thead> <tr> <th rowspan="2">Board Member</th> <th colspan="2">Present</th> <th colspan="2">Absent</th> </tr> <tr> <th>Onsite</th> <th>Remote*</th> <th>Excused</th> <th>Unexcused</th> </tr> </thead> <tbody> <tr><td>Mary Stein</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Patricia Mueller</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Millie Hofer</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Wendy Mattia</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Robert Roberge</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Ann Martin</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Mari Negro</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Nancy Pasternak</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Patricia Phillips</td><td></td><td align="center">X</td><td></td><td></td></tr> <tr><td>Alison Granquist</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Kathy Thompson</td><td align="center">X</td><td></td><td></td><td></td></tr> <tr><td>Kevin Pirlot</td><td align="center">X</td><td></td><td></td><td></td></tr> </tbody> </table> <p>*Remote participation per request for reasonable accommodations under ADA</p>	Board Member	Present		Absent		Onsite	Remote*	Excused	Unexcused	Mary Stein	X				Patricia Mueller	X				Millie Hofer	X				Wendy Mattia	X				Robert Roberge	X				Ann Martin	X				Mari Negro	X				Nancy Pasternak	X				Patricia Phillips		X			Alison Granquist	X				Kathy Thompson	X				Kevin Pirlot	X			
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Representing Administration:	<ul style="list-style-type: none"> J.Cescolini, CEO (via Zoom) K.Davis, Director of Finance E. Kusz, Chief Clinical Officer 																																																																					
Pledge of Allegiance:	<ul style="list-style-type: none"> The Pledge of Allegiance was recited by all. 																																																																					
Public Comment:	<p><u>Discussion:</u> K. Pirlot asked if there was any public comment.</p> <ul style="list-style-type: none"> Joan Luhtanen, Dickinson County Stakeholder Committee Member, wished everyone a Merry Christmas and a Happy New Year. She stated she with the help of Northpointe will be putting on the NAMI Christmas Party next Tuesday, December 12th at Our Redeemer's Lutheran Church in Kingsford. Board Members are welcome to come. Joan Luhtanen stated the main reason she is here is to be in support of the Forever Friendship Drop-In Center. Joan Luhtanen stated Northpointe should be appointing a liaison to work with the Drop-In Center. She emphasized the 																																																																					

importance of communication to be successful and a liaison would help the Board's understanding of the program. Joan reiterated it is a good program and she hopes the Board agrees to help fund it.

- Jay Petroskey, Peer Support Specialist and Recovery Coach for Northpointe, expressed his support for Forever Friendship Drop-In Center. He stated the Board may not realize that people travel to come up here and that if we are helping even one person to recover in their mental health, then we are doing our job. Jay also shared that it is a place for individuals who have graduated from Northpointe services to go. Jay expressed that he hears positive reviews of the Drop-In Director and program.

Approval/Amendments to Consent Agenda:

Discussion: K.Pirlot requested approval or amendment of the Consent Agenda.

Motion By:	M. Negro made a motion to approve the Consent Agenda as submitted
Supported By:	W. Mattia
Outcome:	Motion Carried to approve the Consent Agenda as submitted.

Approval of Agenda:

Discussion: K.Pirlot requested approval or amendment of the meeting agenda.

Motion By:	M. Negro made a motion to approve the Agenda as submitted
Supported By:	M. Hofer
Outcome:	Motion Carried to approve the Agenda as submitted.

Presentation - Forever Friendship Drop In Center:

Discussion: Talitha Nelson, Executive Director of Forever Friendship Drop-In Center gave a presentation on the center.

- Talitha handed out drawstring bags with information to all Board members.
- She explained various groups and events held at the Center. Transportation is a significant barrier for our area.
- Talitha answered various questions posed by the Board and explained her efforts regarding grants.
- J.Cescolini stated Northpointe has plans to work with Talitha regarding the following:
 - Liaison
 - Attendance
 - Capturing Medicaid services
- K. Pirlot stated he feels we are making progress and asked J. Cescolini if there is anything that needs to be done in regards to their contract?
 - J. Cescolini stated the contract was an old version that had in it the evergreen clause where we continue on a month to month basis until the contract is either terminated or a new contract is signed.
 - K. Pirlot stated the Board approved a partial year because we did not want something bad to happen. He feels confident we will come to an agreement.
- Talitha provided a petition with 165 signatures and 50+ letters from community members to support the Drop-In Center.

New Business

Point of Personal Privilege:

Discussion: K. Pirlot took a point of personal privilege as the Chairperson of the Board.

- K. Pirlot stated that in recent emails, it appeared as though some Board Members were questioning his integrity as the Chairperson. K.Pirlot stated that he takes that serious and offers for someone else to take the position.
- No replies or comments.
- M. Negro thanked K. Pirlot for staying on and told him he does a great job.

2024 Meeting Dates:

Discussion: K. Pirlot reviewed the 2024 Board Meeting Schedule.

- The meeting dates are back to twice a month except July and December.

Motion By:	M. Negro made a motion to move the 2024 Meeting Dates to an Action Item.
Supported By:	P. Mueller

Roll Call Vote	Vote	
	Yes	No
Mary Stein	X	
Alison Granquist	X	
Mari Negro	X	
Wendy Mattia	X	
Patricia Phillips	X	
M. Hofer	X	
Ann Martin	X	
Nancy Pasternak	NOT PRESENT	
Robert Roberge	X	
Kathy Thompson	X	
Patricia Mueller	X	

Kevin Pirlot	X	
Outcome:	Motion Carried to move the 2024 Meeting Dates to and Action Item.	

Discussion: K. Pirlot asked for discussion on the 2024 meeting dates.

- K. Thompson requested to have every third meeting in Iron County rotating with Dickinson and Menominee.
 - K. Pirlot stated it is very difficult and very expensive for staff to travel so often and it is more clarified that the second meeting of the month is in Dickinson. K.Pirlot stated that the Board attempted to decrease meetings but it was not working out well.
- R. Roberge stated that he was told when he started that most of the meetings would be in Kingsford and his term is up in March, if the schedule increases to a different county every second and third week he will likely not renew his appointment.

Motion By:	P. Mueller to approve the 2024 meeting dates as submitted.
Supported By:	W. Mattia
Outcome:	Motion Carried to Approve the 2024 meeting dates as submitted for dates and locations.

12/7/2023 Board Contract Grid:

Discussion: J. Cescolini reviewed the 12/7/2023 Board Contract Grid

- Fireflies Lease Agreement (New)
- TFCO Agreement (New)
- Whispering Pines West (Renewal)
- Whispering Pines South (Renewal)
- Whispering Pines - Maple Grove (Renewal)
- Northern Pines (Renewal)
- GT Independent (Renewal)
- Stuart-Wilson (Renewal)
- Hope Network (New placement)

Motion By:	M. Negro made a motion to move the 12/7/2023 Board Contract Grid to an Action Item.
Supported By:	M. Stein

Roll Call Vote	Vote	
	Yes	No
Robert Roberge	X	
Patricia Mueller	X	
Millie Hofer	X	
Wendy Mattia	X	
Mary Stein	X	
Ann Martin	X	
Mari Negro	X	
Nancy Pasternak	Abstained	
Patricia Phillips	X	
Kathy Thompson	X	
Alison Granquist	X	
Kevin Pirlot	X	

Outcome:	Motion Carried to move the 12/7/2023 Board Contract Grid to an Action Item
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Motion By:	W. Mattia made a motion to approve the 12/7/2023 Board Contract Grid as submitted.
Supported By:	R. Roberge
Outcome:	Motion Carried to approve the 12/7/2023 Board Contract Grid as submitted.

10/2023 Check Disbursement Report:

Discussion: K. Davis reviewed the 10/2023 Check Disbursement Report

- A. Martin pointed out that the totals are not the same. She stated when she looked at it earlier it was one million dollars and now it states 2.2 million.
 - K. Davis stated this report has not changed as it is the data for October. She stated not everything on the check register will match the check disbursement because not everything is paid by check.
 - The total accounts payable \$1, 481,504 does match the check register

10/2023 Check Register:

Discussion: K. Davis reviewed the 10/2023 Check Register

- A. Martin stated there was another charge for a Nurse Practitioner and questioned if it is a monthly expense?
 - K. Davis stated as we discussed at the last meeting some employees have a special agreement where we will reimburse certain expenses. They have an allowance for the year and they bill as they incur those expenses, so it is not a reoccurring expense.
- A. Martin also asked about the Ford Credit charges
 - K. Davis stated those are expenses on vehicles.
- A. Martin asked what Byerly was
 - K. Davis stated it is also known by a different name she could not recall, but is a contractor of services.
- K. Thompson asked what the EHIM was
 - K. Davis stated it was our pharmacy provider that provides coverage for the employees
- K. Thompson asked what MERS was
 - K. Pirlot stated it was the retirement fund

Cost of Living Adjustment:

Discussion: K. Pirlot reviewed the Cost of Living Adjustment

- K. Pirlot stated that the recommendation for the Cost of Living Adjustment is 3% starting January 1, 2024
- K. Davis stated she did account for a COLA increase in the budget that was already passed.

Motion By:	R. Roberge made a motion to move the Cost of Living Adjustment to an Action item.
Supported By:	M. Stein

Roll Call Vote	Vote	
	Yes	No
Mary Stein	X	
Alison Granquist	X	
Mari Negro	X	
Wendy Mattia	X	
Patricia Phillips	X	
Millie Hofer	X	
Ann Martin	X	
Nancy Pasternak	X	
Patricia Phillips	X	
Robert Roberge	X	
Kathy Thompson	X	
Patricia Mueller	X	
Kevin Pirlot	X	
Outcome:	Motion Carried to move the Cost of Living adjustment to Action Item.	

Discussion: K. Pirlot asked if there was any discussion on the Cost of Living Adjustment.

- K. Pirlot stated when they looked at the other CMHs that is basically what everyone else did and Northpointe needs to stay competitive. He stated that the Board has done a lot of work in the last couple of years to get our wage structures competitive and comparable to the other agencies and it is now just a matter of sustaining it.
- Various discussion occurred regarding the option to provide a 4% COLA but it was recommended to stay at 3%.

Motion By:	P. Phillips made a motion to approve the Cost of Living Adjustment of 3% effective January 1, 2024 for all employees wage scales
Supported By:	R. Roberge
Outcome:	Motion carried unanimously to approve the 3% Cost of Living increase effective January 1, 2024

Board Calendar Draft:

Discussion: J. Cescolini reviewed the Board Calendar Draft.

- K. Pirlot stated J. Cescolini and M. Negro were at the Fall Conference and one of the ideas there was the year long planning calendar.
- J. Cescolini stated if people think of things that come up through the year. This can be printed and kept in our folders.
- Various discussion regarding calendar occurred.

CMH Authority Resolution:	<p><u>Discussion:</u> J. Cescolini reviewed the CMH Authority Resolution.</p> <ul style="list-style-type: none"> J. Cescolini stated that while looking through documents it was realized that in 1998 the Governor's Office approved Northpointe as an Authority, but there was instruction regarding an additional resolution with statute language which was not completed. A resolution in 2001 was adopted but it does not include all elements of the statute. <ul style="list-style-type: none"> MDHHS is looking with their legal team as it has been 25 years to identify if a new resolution needs to be signed or if MDHHS can deem the status as is. J. Cescolini included a copy of Northpointe's Inter-local Agreement, the approval letter from 1998, and the draft resolution. Steve Burnham, former Probate Judge and attorney that works directly with the CMHs, is coming to present to the County Board regarding the role of the Authority and significance of the resolution. 	
Board Quality Report:	<p><u>Discussion:</u> J. Cescolini reviewed the Board Quality Report</p> <ul style="list-style-type: none"> M. Hofer asked about the high hospitalization rate on page 7. <ul style="list-style-type: none"> Karen Thompson stated the "No CMH" means the individual was not open with CMH at the time of hospitalization. K. Thompson stated we talked about the return rate of the satisfaction survey and that there was going to be a conversation with NorthCare about the surveys. <ul style="list-style-type: none"> E. Kusz stated that NorthCare is still working on these to find a solution. K. Thompson asked for Board Members to bring the topic to the NorthCare Board Meeting. 	
Recipient Rights Report Quarter 4:	<p><u>Discussion:</u> J. Cescolini provided the Recipient Rights Report Quarter 4 as informational</p>	
Employee Engagement Survey:	<p><u>Discussion:</u> J. Cescolini asked how the Board would like to receive the Employee Engagement Survey results</p> <ul style="list-style-type: none"> K. Pirlot would like to do it as an educational meeting because the Board will not be making any decisions so Zoom would be available. K. Pirlot stated J. Cescolini can get back to us on this and we will go from there. Copies of the survey will be provided to the Board. 	
Residential Update:	<p><u>Discussion:</u> J. Cescolini gave the Board Members an update on the Residential homes.</p> <ul style="list-style-type: none"> J. Cescolini stated that we have a home coming to do a visit next week and meet with us in Stephenson. We are still waiting for the Medical Examiners report for the case at Kutha's AFC. Schlaud's AFC was sold and the new owners are waiting to be licensed; there was some concern they would not be licensed so we have 4 people that we are looking for alternative placement for in case that were to happen. 	
Annual Policy Review with Minor Changes (Discussion Only):	<p><u>Discussion:</u> J. Cescolini reviewed the Annual Policies with minor changes:</p> <ul style="list-style-type: none"> IT HIPAA Sanction 	
Annual Policy Review with No Changes (Discussion Only):	<p><u>Discussion:</u> J. Cescolini reviewed the Annual Policies with no changes:</p> <ul style="list-style-type: none"> Environmental Modifications and Adaptive Equipment Freedom of Information Act (FOIA) IT Information Security Placement Review Committee Residential Crisis Staffing 	
Miscellaneous Reports	CMHAM Weekly Updates:	<ul style="list-style-type: none"> See website for Updates
	NorthCare Update:	<ul style="list-style-type: none"> November's meeting was canceled and the next meeting is scheduled for 12/13/2023
Public Comment:	<p><u>Discussion:</u> K. Pirlot opened up the floor for Public Comment.</p> <ul style="list-style-type: none"> S. Giguere spoke on behalf of the CEO and provided support. <ul style="list-style-type: none"> Comments were also made by: C. Harvey, Karen Thompson, J. Melius , B. Johnson, S. Bartl, A. Neumann, K. Davis, V. Johnson, and Dr. Razdan. Karen Thompson reminded Board members if they had anyone else they would like added to the Community Needs Survey they should get those in to L. Gardipee as the surveys need to get out in January. J. Petroskey stated that he is disappointed that a Drop-In Center was not approved for Iron County and that NorthCare denied that they did not approve the center. J. Cescolini stated we would discuss this on an upcoming agenda. 	
Board Comment:	<p><u>Discussion:</u> K. Pirlot asked for Board Comment</p> <ul style="list-style-type: none"> M. Stein spoke to the employees stating they do a good job and do not hear it enough; she provided encouragement to continue the work. Board members M. Stein, M. Negro, R. Roberge, A. Granquist, and P. Phillips discussed how the Board needs to work as a team as everyone is working for the same goal. Various comments were made that Board Members need to stop 	

- the negativity occurring in the community.
- R.Roberge stated that sharing the CEO Evaluation with others was not appropriate and a violation in the Open Meetings Act.
- P. Mueller stated her intent is not to get rid of Jen or Northpointe. She wants to fix the issues and wants to look at the situation and try to fix it.
- K. Pirlot stated he was alerted by another Board Member about an email that was sent with J.Cescolini's evaluation to others as a blind copy. K.Pirlot expressed that it wrong to do such.
- K.Pirolot commented on the crisis services barrier in Menominee County and that it is not a new issue but something that Northpointe has been working on for years. He expressed dissatisfaction that discussing this publically in a negative manner is counterproductive to what the agency has tried to improve upon for years. K.Pirlot stated that Northpointe will continue to work on this border issue and that he is hoping everyone involved can work together in a civil manner.

Meeting Adjourned:	Chairperson K.Pirlot called for the meeting to be adjourned at 6:30 PM
Next Meeting:	Regular Board Meeting: January 4, 2023 in in Menominee, MI

Document Owner: Cescolini, Jennifer
Collaborators: Jennifer Cescolini
 Kellie Davis

Approvals

- Committees: (01/04/2024) Board of Directors,
- Signers:

Laurie Gardipee

Laurie Gardipee, CARE MANAGER/EXECUTIVE ASST (01/10/2024 05:45AM PST)

Kevin Pirlot

Patricia Phillips

Kevin Pirlot (01/10/2024 06:44AM PST) Patricia Phillips (02/01/2024 02:16PM PST)

Original Effective Date: 01/04/2024

Revision Date: [01/04/2024 Rev. 0]

Review Date:

Attachments:

(REFERENCED BY THIS DOCUMENT)

Other Documents:

(WHICH REFERENCE THIS DOCUMENT)

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