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Department: Board of Directors
Manual(s): Meeting Minutes

Committee Minutes : Board of Directors - January 18, 2024

Board Meeting Information	
Meeting Date: January 18, 2024	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></td><td align="center">X*</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>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*			Kathy Thompson	X				Kevin Pirlot	X			
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Representing Administration:	<ul style="list-style-type: none"> J.Cescolini, CEO 																																																																
Pledge of Allegiance:	<ul style="list-style-type: none"> The Pledge of Allegiance was recited by all. 																																																																
Acknowledgment of Retirement:	<u>Discussion:</u> Recognition was provided to Sandy Giguere for her retirement after 30 years of employment																																																																
Public Comment:	<u>Discussion:</u> K. Pirlot opened the floor to Public Comment. <ul style="list-style-type: none"> No Public Comment 																																																																
Approval/Amendments to Consent Agenda:	<u>Discussion:</u> K.Pirlot requested approval or amendment of the Consent Agenda. <ul style="list-style-type: none"> A. Martin asked to have the Meeting Minutes removed from the Consent Agenda 																																																																

Motion By:	M. Negro to approve the Consent Agenda with the removal of the January 4, 2024 Meeting Minutes.
Supported By:	K. Thompson
Outcome:	Motion carried

- A. Martin requested the following corrections to the meeting minutes:
 - The CEO Evaluation was missing 4 pages not 2 as stated in the minutes.
 - Under Public Comment that those representatives from ADAPT be listed by name and titles.
- M. Negro stated we cannot add the names in the January 4, 2024 Board Minutes, but we can add them to tonight's Meeting Minutes, but once these minutes are approved we cannot go back and add them.

Motion By:	A. Martin made a motion to approve the January 4, 2024 Board Meeting Minutes as amended.
Supported By:	P. Phillips
Outcome:	Motion carried

Approval of Agenda:

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

- K. Pirlot stated that on tonight's paper Agenda # 6 is not in the right place. The Action Item #6 is moved down underneath the presentation.

Motion By:	A. Martin made a motion to approve the agenda with the corrected numbering.
Supported By:	M. Hofer
Outcome:	Motion carried

Presentation - Intensive Outpatient Program:

Presentation: The Intensive Outpatient Program (IOP) Team provided a presentation on the program.

- Team members:
 - Deborah Wahoviak
 - Rob Wright
 - Mattea Span
 - Shaela Morin
- IOP Team members answered questions from various Board Members

Action Item:

Discussion: J. Melius presented the vehicle request as discussed at the previous Board Meeting.

- J. Melius stated she will be financing the following vehicles:
 - Edges (2) at \$34,848 each
 - Escape (2) at \$30,653 each
 - Transit mid-roof van (1) at \$55,486 each

Motion By:	A. Martin made a motion to move the vehicle request to an Action Item.
Supported By:	R. Roberge

Roll Call Vote	Vote	
	Yes	No
Mary Stein	X	
Mari Negro	X	
Wendy Mattia	X	
Patricia Phillips	X	
Millie Hofer	X	
Ann Martin	X	
Nancy Pasternak	X	
Robert Roberge	X	
Patricia Mueller	X	
Kevin Pirlot	X	
Kathy Thompson (out of order)	X	

Outcome:	Motion carried to make the vehicle request an Action Item.
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- K. Pirlot explained to the new Board Members that a Fleet Plan was developed to ensure the agency is turning over vehicles.

Motion By:	A. Martin made a motion to approve the financing of the 5 vehicles: Escape x2, Transit Van x1, and Edge x 2 (totaling under \$200,000)
Supported By:	R. Roberge

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	X	
Patricia Phillips	X	
Kathy Thompson	X	
Kevin Pirlot	X	
Outcome:	Motion carried to approve the financing of the 5 vehicles - Escape x2, Transit Van x1, and Edge x 2 (totaling under \$200,000)	

1/18/2024 Board Contract Grid:

Discussion: J. Cescolini reviewed the 1/18/2024 Board Contract Grid

Motion By:	M. Stein to make the 1/18/2024 Board Contract Grid an Action Item
Supported By:	M Negro

Roll Call Vote	Vote	
	Yes	No
Kathy Thompson	X	
Millie Hofer	X	
Robert Roberge	X	
Wendy Mattia	X	
Ann Martin	X	
Mari Negro	X	
Nancy Pasternak	X	
Patricia Phillips	X	
Patricia Mueller	X	
Mary Stein	X	
Kevin Pirlot	X	
Outcome:	Motion carried to make the 1/18/2024 Board Contract Grid an Action Item.	

Discussion: J. Cescolini reviewed the contract grid:

- Scheffler's AFC in Lower Michigan (New) - residential location
- Trico (Renewal) - Rates increased related to the direct care wage increase and general increase in costs
- J. Cescolini answered various questions from the Board.

Motion By:	M. Negro made a motion to approve the 1/18/2024 Board Contract Grid.
Supported By:	R. Roberge
Outcome:	Motion carried

New Business	
Recipient Rights Reports:	<p><u>Discussion:</u> K. Smith reviewed the Recipient Rights Reports as follows:</p> <ul style="list-style-type: none"> • FY23 Recipient Rights Annual Report <ul style="list-style-type: none"> ◦ K. Smith stated the Annual Report is required every year and is a compilation of the Quarterly Reports • FY24 Recipient Rights Quarterly Report for Quarter 1: <ul style="list-style-type: none"> ◦ Various questions asked regarding the number of reports in the residential setting <ul style="list-style-type: none"> ▪ K. Smith explained that staff are required to complete an unusual incident report when some thing adversely happens that could affect somebody's course of treatment, if he/she were injured, if he/she went to the ED, or if he/she refused medication. She indicated that there are around 70 categories and these are written for multiple reasons as required under the Mental Health Code. The Treatment Team can see the incidents and address issues as they arise instead of just monthly. ◦ Discussion occurred regarding falls in the residential setting with further collaboration to occur between J.Cescolini and W. Mattia.
12/2023 Check Disbursement Report:	<p><u>Discussion:</u> K. Pirlot asked if there were any questions on the 12/2023 Check Disbursement Report.</p> <ul style="list-style-type: none"> • No questions
12/2023 Check Register Report:	<p><u>Discussion:</u> K. Pirlot asked if there were any questions on the 12/2023 Check Register Report.</p> <ul style="list-style-type: none"> • No questions
CEO Reports:	<p><u>Discussion:</u> J. Cescolini reviewed the following CEO Reports:</p> <ul style="list-style-type: none"> • 2023 October & November CEO Report • FY24 Quarter 1- Board Personnel Report <ul style="list-style-type: none"> ◦ Various questions asked and answered
Drug Free Environment:	<p><u>Discussion:</u> J. Cescolini discussed the Drug Free Environment Policy</p> <ul style="list-style-type: none"> • J.Cescolini referenced a letter written by a Residential Support Specialist who wished to advocate for residents in our group homes to be able to choose to use or consume recreational marijuana. She expressed that with recreational marijuana being available for purchase that it creates some difficulties. • J. Cescolini explained that research was conducted with Recipient Rights, MDHHS, NorthCare, and other CMH providers regarding necessary policy changes. She shared that it continues to be federally illegal and since Northpointe receives federal funds, Northpointe would need to consider recreational marijuana to be illegal. • J. Cescolini reviewed the addition to the policy. • J. Cescolini answered various questions from the Board Members.
Drop-In Center Updates:	<p><u>Discussion:</u> J. Cescolini asked A. Kayser, Liaison, to give the Board Members an update on the Drop-In Center.</p> <ul style="list-style-type: none"> • A. Kayser provided an update regarding her involvement with Forever Friendship Drop-In Center and the compliance requirements being worked on which includes appropriate training. • The Forever Friendship Board decided to close the center until necessary training was completed.
Gathering Pointe Change to Windsor Center:	<p><u>Discussion:</u> J. Cescolini introduced K. LaPine the manager who oversees Community Living Supports.</p> <ul style="list-style-type: none"> • J. Cescolini explained that the public was treating the Gathering Pointe location as an unofficial drop-in center when it was being used to provide skill building and community living support services. ted there. We just need to figure out how to make it happen. • K. LaPine provided an update regarding the move of the program to the Windsor Center with the following highlights: <ul style="list-style-type: none"> ◦ Increase and improvement the day to day interactions with the members of the community. ◦ Located in an integrated setting with a multitude of resources which has helped to reduce the stigma and improve the comfort of the individuals who use the service and being able to enjoy what the building has to offer. Some of the opportunities the Windsor Center has is the gym, the exercise room, Bocce ball court, group exercises, programs, crafts, community closet, and library. ◦ The improving independence with the individuals to use these activities on their own is turning into great long term goal for some of the Iron clients. • K. LaPine shared a success story with the Board Members. • K. LaPine answered various questions from Board Members.
Access Update:	<p><u>Discussion:</u> J. Cescolini asked E. Kusz to update the Board Members on access.</p> <ul style="list-style-type: none"> • E. Kusz provided an update on the positive changes to access.
Residential Update:	<p><u>Discussion:</u> J. Cescolini gave an update on Residential Services</p> <ul style="list-style-type: none"> • Acceptance of placement for Stephenson resident and will need to discuss plans for the home with Board. • Meeting with Schlaud's and Partners in Care to assist with necessary requirements for a new licensed home.

County Board Update r/t Finance Questions & Resolutions:	<p><u>Discussion:</u> J. Cescolini provided an update as follows:</p> <ul style="list-style-type: none"> • Finance Questions <ul style="list-style-type: none"> ◦ J. Cescolini will provide the County Boards the answers to the questions presented at the County Meeting. ◦ Lunch and Learns are being scheduled to review CMH Funding in each county. • Menominee County Crisis Services <ul style="list-style-type: none"> ◦ Waiting for an update from MDHHS with frequent prompting ◦ MDHHS is aware how critical this issue is and the impact it is having on county relationships ◦ Currently Laurie Bal meets with ADAPT every 2 weeks to collaborate on any cases ◦ Northpointe was legally advised not to just start going over or provide screenings without official memos of approval ◦ A. Martin requested a written summary of the issues; J.Cescolini will send to Board Members ◦ K. Pirlot stated Northpointe will have to work with whatever direction is provided to come to a better resolution. 	
CEO Evaluation and Goals:	<p><u>Discussion:</u> J. Cescolini reviewed the CEO Evaluation and goals</p> <ul style="list-style-type: none"> • J. Cescolini reviewed an initial draft of personal goals based upon the evaluation feedback. • Discussion regarding the Community Needs Survey, lunch and learn education, County Board Meeting attendance for required reporting annually, and presence at all county offices occurred. • Additional suggestions provided to J.Cescolini to include. • Board Members agree the evaluation tool needs to be revised. 	
Board Assistant Position:	<p><u>Discussion:</u> J. Cescolini reviewed the Board Assistant position.</p> <ul style="list-style-type: none"> • J. Cescolini stated she does not need approval, but she would like to ask for support adding a part-time Board Assistant to handle meetings and minutes. • Various questions answered. 	
Annual Policy Review with minor changes:	<ul style="list-style-type: none"> • No policies to review 	
Annual Policy Review with no changes:	<p><u>Discussion:</u> K. Pirlot asked if there were any questions on the annual policies with no changes</p> <ul style="list-style-type: none"> • Policies: <ul style="list-style-type: none"> ◦ Donation of Vacation Time ◦ Residential On-Call Compensation • No questions 	
Miscellaneous Reports	CMHAM Weekly Updates:	<ul style="list-style-type: none"> • See Website for Information
	NorthCare Update:	<ul style="list-style-type: none"> • No Meeting
Community Needs Survey:	<ul style="list-style-type: none"> • J. Cescolini stated we reviewed this above. 	
Employee Engagement Survey:	<ul style="list-style-type: none"> • The meeting will be 3:00 via Zoom or in Kingsford. • L. Gardipee provided printed copies of the results. 	
Strategic Planning Retreat:	<ul style="list-style-type: none"> • Strategic Planning Retreat will be in Kingsford on on February 8, 2024 at 4:30pm. 	
Public Comment:	<p><u>Discussion:</u> K. Pirlot opened the floor for Public Comments</p> <ul style="list-style-type: none"> • Sarah Baumgartner, Community Support Specialist with Northpointe, stated clarification that Gathering Pointe was never a Drop-In Center. 	
Board Comment:	<p><u>Discussion:</u> K. Pirlot opened the floor for Board Comments</p> <ul style="list-style-type: none"> • K.Thompson inquired if the vacancy on the Board could be filled with someone from Iron County. <ul style="list-style-type: none"> ◦ K. Pirlot and M. Negro explained the composition of the Board is outlined in the Interlocal Agreement. • K. Thompson expressed concern regarding blind copying of emails. <ul style="list-style-type: none"> ◦ J. Cescolini briefly explained what had occurred. • R, Roberge stated the Intensive Outpatient Program is another example of Northpointe doing some stuff that no one else is doing. He expressed that this breaking down a barrier and being innovative. • A. Martin stated that ADAPT should be included in communications regarding Menominee Crisis. <ul style="list-style-type: none"> ◦ K. Pirlot stated ADAPT will be included when Northpointe knows what direction to go. • A. Martin asked what type of timeline is being set for a MDHHS response? <ul style="list-style-type: none"> ◦ K. Pirlot stated it is not his preference to do it that way and he hopes the answer comes soon. He expressed that a coalition could begin to look at the interstate compact for solutions in the meantime. • A. Martin stated that she also wants to make sure that K. Pirlot is not exceeding his authority and doing things that the CEO should do. <ul style="list-style-type: none"> ◦ K. Pirlot stated A. Martin is giving him to much credit for doing this because he has not done much outside of researching the Interstate Compact. 	

- M. Negro wished P.Phillips good luck on her surgery.
- P. Phillips thanked everyone. She stated it has been an interesting meeting and we are moving along and that is what we all want.

Meeting Adjourned:	Chairperson K.Pirlot called for the meeting to be adjourned at 7:20 PM
Next Meeting:	Regular Board Meeting is February 01, 2024 in Iron County at 4:30PM

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

Approvals

- Committees: (02/01/2024) Board of Directors,
- Signers:

Laurie Gardipee

Laurie Gardipee, CARE MANAGER/EXECUTIVE ASST (02/20/2024 09:02AM PST)

Kevin Pirlot

Patricia Phillips

Kevin Pirlot (02/21/2024 12:24PM PST) Patricia Phillips (03/06/2024 10:57AM PST)

Original Effective Date: 02/01/2024

Revision Date: [02/01/2024 Rev. 0]

Review Date:

Attachments:

(REFERENCED BY THIS DOCUMENT)

Other Documents:

(WHICH REFERENCE THIS DOCUMENT)

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