



Board of Directors

PDF DISCLAIMER LEGAL NOTICE: This PDF of the consent agenda and related materials was requested on 9/24/2024. The PDF consent agenda and related materials are not official documents and are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein.

CONFIDENTIALITY LEGAL NOTICE: The PDF consent agenda and related materials may contain confidential information and are intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender by reply email and delete and its attachments, if any.

Board of Directors - September 19, 2024

Meeting Information

September 19, 2024
04:30 PM - 06:00 PM
Iron River
Bylaws: Governing Documents

Meeting Attendance

Chairperson: Johnson, Brent J
Secretary: Gardipee, Laurie
Members: [None]
Collaborators: [None]
Guests:
Davis, Kellie (absent) Kayser, Andrea Kusz, Erin Thompson, Karen (absent)

1. **Call Meeting to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Public Comment (5 minutes - Agenda Items)**

5. **Closed Session: Review attorney Legal Opinion**

6. **ACTION ITEM: Approval of Closed Session Minutes**

7. **ACTION ITEM: Approval of Consent Agenda**

- 1. Board of Directors - August 15, 2024
- 2. 6/2024 Balance Sheet
 - 6/2024 Balance Sheet
- 3. 6/2024 Income Statement
 - 6/2024 Income Statement
- 4. 6/2024 Comparative Income Statement
 - 6/2024 Comparative Income Statement
- 5. 6/2024 Funding Source Summary
 - 6/2024 Funding Source Summary
- 6. 7/2024 Check Disbursement Report
 - 7/2024 Check Disbursement Report
- 7. 7/2024 Check Register Report
 - 7/2024 Check Register Report

8. **Approval of Agenda**

9. **Presentation:**

10. **ACTION RECOMMENDED: New Business**

Abstract: Items not needing to be moved to an action item due to previously being on an agenda as "new business".

- 1. Northpointe Board of Directors Bylaws
 - Board Bylaws Markup

11. New Business

Abstract: All new business added here. If it needs immediate approval, it needs to be moved from here to an "Action" item by roll call vote. Such documents as the Contract Grid that need immediate approval would be an example.

1. CEO Resignation Letter
2. Performance Incentive Pay 2024
3. Law Enforcement Reimbursement for FY24

Abstract: Request for approval if funds are available and police departments submit request detail.

4. 09/19/2024 Board Contract Grid

12. Financials

Abstract: please email any questions prior to the meeting to Kellie Davis at krdavis@nbhs.org

1. FY 2024 Amended Budget
2. FY 2025 Proposed Budget

13. New Business: Policies with No Changes

14. New Business: Policies with Minor Changes

15. Miscellaneous Reports

1. Policy Ad Hoc
2. Menominee Ad Hoc
3. NorthCare Board Meeting
 - Northcare MiChoice Memo

16. Public Comment (5 Minutes)

17. Board Comment

18. Meeting Adjourned

Table of Contents

Page	Document ID	Title
5	13775	Board of Directors - August 15, 2024
12	11288	Northpointe Board of Directors Bylaws
20	13843	09/19/2024 Board Contract Grid
32	13844	FY 2024 Amended Budget
37	13845	FY 2025 Proposed Budget
40	13738	7/2024 Check Disbursement Report
42	13739	7/2024 Check Register Report
57	13740	6/2024 Comparative Income Statement
62	13741	6/2024 Income Statement
68	13742	6/2024 Balance Sheet
71	13743	6/2024 Funding Source Summary
73	13774	Board Bylaws Markup
81	13832	Northcare MiChoice Memo



Board of Directors - August 15, 2024

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 9/24/2024
-

Revision Insight

Document ID:	13775
Revision Number:	0
Owner:	Brent J Johnson, CHIEF OPERATING OFFICER
Revision Official Date:	9/24/2024

Revision Note:
No revision note

Northpointe Board of Directors Meeting

Meeting Information:

August 15, 2024 – 4:30 PM
Northpointe – Dickinson Office

1. **Call Meeting to Order:**

Wendy Mattia, Board Chair, called the meeting to order at 4:30 PM.

2. **Roll Call:**

Jessica Battan, Board Secretary, completed roll call.

Board Member	Present	Excused	Absent
Patricia Mueller	☒	☐	☐
Millie Hofer	☒	☐	☐
Kevin Pirlot	☒	☐	☐
Ralph Kramer	☒	☐	☐
Ann Martin	☒	☐	☐
Mari Negro	☒	☐	☐
Ean Bruette	☒	☐	☐
Robin Elsner	☒	☐	☐
Michael Wickman	☒	☐	☐
Kathy Thompson	☒	☐	☐
Wendy Mattia	☒	☐	☐
	☐	☐	☐
ADA accommodations – N/A			

Representing Northpointe Administration:
Brent Johnson, Chief Operating Officer
Erin Kusz, Chief Clinical Officer

3. **Pledge of Allegiance:** Pledge of Allegiance to the Flag of the United States of America was said by all.

4. **Public Comment (5 minutes – Agenda Items):**

- Laurie Gardipee requested that the Board conference forms be completed and returned as soon as possible.

5. **ACTION ITEM – APPROVAL OF CONSENT AGENDA**

5.1 Board of Directors – August 1, 2024

Motion by M. Negro to approve the Consent Agenda.

Second by K. Pirlot

Motion carried with A. Martin abstaining from approval due to not being present for the August 1, 2024 meeting.

6. Approval of Agenda

Motion by M. Hofer to approve the Agenda.

Second by R. Elsner

Motion carried.

7. Presentation: No Presentation

8. ACTION RECOMMENDED: New Business

8.1 8/15/2024 Board Contract Grid

- Contracts: Virginia Freeborn, Michigan Rehabilitation Services, Cornerstone AFC, Steven Burham, Northwoods Learning Center, Trico Opportunities, Zinger Farm and Services, Hope Network Behavioral Health, David Van Holla, MD.

Motion by E. Bruette to move the Contract Grid to an action item.

Second by M. Wickman.

Roll Call Vote:

Board Member	Yes	No	Abstain
Michael Wickman	☒	☐	☐
Mari Negro	☒	☐	☐
Kevin Pirlot	☒	☐	☐
Robin Elsner	☒	☐	☐
Millie Hofer	☒	☐	☐
Ann Martin	☒	☐	☐
Ean Bruette	☒	☐	☐
Ralph Kramer	☒	☐	☐
Kathy Thompson	☒	☐	☐
Patricia Mueller	☒	☐	☐
Wendy Mattia	☒	☐	☐
ADA accommodations – N/A			

Outcome: Motion carried.

Motion by E. Bruette to approve Contract Grid as submitted.

Second by M. Wickman.

Outcome: Motion carried.

8.2 Board Schedule 9/2024 through 12/2024

Motion by M. Negro to move the Board Schedule 9/2024 through 12/204 to an action item.

Second by P. Mueller.

Roll Call Vote:

Board Member	Yes	No	Abstain
Ralph Kramer	☒	☐	☐
Patricia Mueller	☒	☐	☐
Millie Hofer	☒	☐	☐
Kevin Pirlot	☒	☐	☐
Ann Martin	☒	☐	☐
Mari Negro	☒	☐	☐
Ean Bruette	☒	☐	☐
Robin Elsner	☒	☐	☐
Kathy Thompson	☒	☐	☐
Michael Wickman	☒	☐	☐
Wendy Mattia	☒	☐	☐
ADA accommodations – N/A			

Outcome: Motion carried.

Motion by P. Mueller to approve the Board Meeting Schedule as submitted of in person meetings on Thursdays, September 19 (Iron County Location), October 17 (Menominee County Location), November 21 (Dickinson County Location), and December 19 (Iron County Location).

Second by M. Hofer

Outcome: Motion carried.

8.3 Board Training Schedule 9/2024 through 12/2024

Motion by P. Mueller to move the Board Training Schedule 9/2024 through 12/2024 to an action item.

Second by K. Pirlot.

Roll Call Vote:

Board Member	Yes	No	Abstain
Michael Wickman	☒	☐	☐
Kathy Thompson	☒	☐	☐
Millie Hofer	☒	☐	☐
Ralph Kramer	☒	☐	☐
Kevin Pirlot	☒	☐	☐
Ann Martin	☒	☐	☐
Mari Negro	☒	☐	☐
Ean Bruette	☒	☐	☐
Robin Elsner	☒	☐	☐
Patricia Mueller	☒	☐	☐
Wendy Mattia	☒	☐	☐
ADA accommodations – N/A			

Outcome: Motion carried.

Motion by M. Wickman to approve the Board Training Schedule 9/2024 through 12/2024 as submitted of virtual meetings from 4:00pm – 6:00pm on Thursday, September 5, Wednesday, October 2, Wednesday, November 6, and Wednesday, December 4.

Second by R. Elsner.

Outcome: Motion carried.

9. **New Business**

9.1 Recipient Rights Violation

- Informational Report provided to all Board members for review.
- A. Martin requested the Recipient Rights Violation be put on the 11/21/2024 meeting agenda.

9.2 Bylaws r/t Changing Meetings

9.3 Bylaws r/t Board Payment

- To make a correction, at the next in person meeting, corrections to the bylaws need to be made in red and presented under New Business.

Motion by K. Pirlot to change the current Board meeting payment of \$40.00 to \$50.00 and if more than four hours in one day, the Board payment will be \$75.00.
Second by M. Negro.

Roll Call Vote:

Board Member	Yes	No	Abstain
Robin Elsner	☒	☐	☐
Ean Bruette	☒	☐	☐
Ralph Kramer	☒	☐	☐
Michael Wickman	☒	☐	☐
Ann Martin	☒	☐	☐
Patricia Mueller	☒	☐	☐
Millie Hofer	☒	☐	☐
Kevin Pirlot	☒	☐	☐
Mari Negro	☒	☐	☐
Kathy Thompson	☒	☐	☐
Wendy Mattia	☒	☐	☐
ADA accommodations – N/A			

Outcome: Motion carried.

9.4 Written Professional Services Array

- Discussion on how services are separated based on eligibility, considering source of payment and severity of need.
- Request for a presentation at the next in person meeting.
- Request that any questions be submitted prior to the next in person meeting, for efficient time management.

9.5 Property Sales

10. **New Business:**

10.1 6/2024 Balance Sheet

10.2 6/2024 Income Statement

10.3 6/2024 Comparative Income Statement

- Request to have K. Davis explain what has contributed to Victorian Acres Residential Home YTD because it is significantly higher than the other homes.

10.4 6/2024 Funding Source Summary

10.5 7/2024 Check Disbursement Report

10.6 7/2024 Check Register Report

11. **New Business: Policies with No Changes**

12. **New Business: Policies with Minor Changes**

13. **Miscellaneous Report**

13.1 NorthCare Board Meeting

- Meeting was on 8/14/2024.

- M. Rooney met with Kristen Jordan regarding the MI/WI issue and the state of Michigan will be putting what can and cannot be done in writing. The licensing conflict appears to be on the WI side, not the MI side, as WI licensing is more complex than MI.
- The compliance report was good and compliments to the CFO.
- Possible funding being removed, but mandate services, so there is hesitation signing the contract between NorthCare and MDHHS. Potentially four PIHPs will refuse to sign.

13.2 Menominee Ad Hoc

- There will be a meeting on August 22, 2024 at 11:00 a.m.

13.3 Policy Ad Hoc

- Meeting took place 8/15/2024 at 3:00 p.m.
- They will be separating “no change” policies from “changed” policies.
- There is a plan to work with the Leadership Team and will be part of their next meeting on 9/12/2024.
- Goal is to even out consistency of policy review.
- The next Policy Ad Hoc meeting will be on 9/20/2024.

13.4 RRO Audit Result

14. **Public Comment (5 minutes)**

- Jessica Mosey with Marinette County Human Services spoke to the wait list and crisis from 2019 to current.
- Brent Johnson said the three training sessions on emergencies and disasters, which included drills, were well attended and employees were given a lot of information.

15. **Board Comment**

- W. Mattia informed the Board that Northpointe has been made aware that we are at risk of MDHHS taking over daily operations due to being out of compliance since April of this year. Two reasons to take over are violating the contract or being out of compliance. The Recipient Rights Violation Investigation and the training requested not being completed is the reason we are out of compliance.
- K. Thompson commented that the Boardworks training is very good.

16. **Meeting Adjourned**

W. Mattia, Board Chair, adjourned the meeting at 6:11 PM.



Northpointe Board of Directors Bylaws

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 9/20/2024
-

Revision Insight

Document ID:	11288
Revision Number:	1
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	9/20/2024

Revision Note:
Update Board member pay to \$50 per day and \$75 when a meeting is longer that 4 hours. Removing the multi-meeting pay as it is not allowable by MDHHS Administrative Manual. Was reviewed as the first meeting 8/15/2024 and ready for approval with 2/3 board vote 9/19.



DocID: 11288
Revision: 1
Status: Official
Department: Board of Directors
Manual(s):

Bylaws : Northpointe Board of Directors Bylaws

MISSION STATEMENT

Improve the lives of those we serve through hope and empowerment

VISION STATEMENT

A belief in potential; a right to dream; an opportunity to achieve

ARTICLE I: NAME

The name of this Board shall be Northpointe Behavioral Healthcare Systems Board of Directors. Northpointe Behavioral Healthcare System (hereinafter designated as "Northpointe"), a Community Mental Health Services Program (CMHSP), is a public governmental entity (hereinafter designated as "Authority") established under [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), as amended (hereinafter designated "Code") and enabling resolutions adopted by the duly elected legislative bodies of the counties of Dickinson, Iron, and Menominee, State of Michigan (hereinafter designated "Counties") in the [Interlocal Agreement](#). This Authority is governed by the Northpointe Board of Directors (hereinafter designated "Board") as appointed by the respective county boards of commissioners in accordance with [Michigan's Mental Health Code, P.A. 258, Public Act of 1974](#).

ARTICLE II: PURPOSE

The purpose of the Northpointe Behavioral Healthcare Systems Board of Directors shall be to implement the provisions of [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), as from time to time amended, and promote and provide related mental health services consistent with the provisions of said act within the geographic area of Dickinson, Iron, and Menominee counties.

ARTICLE III: BOARD POWERS AND DUTIES

- A. The individuals served are the focus of all Board, Chief Executive Officer (CEO), and staff efforts.
- B. The Board shall have all the rights, powers, duties and obligations set forth in the [Mental Health Code, 1974 PA 258](#), as amended, and shall include but not be limited to the following powers and duties:
 1. The Board shall oversee the provision of behavioral health services to the citizens of the three counties without regard to religion, race, color, national origin, age, gender, height, weight, sexual preference, marital status or handicap, inability to pay, and those services shall be safeguarded by [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#) and other laws.
 2. Annually examine and evaluate the mental health needs of Menominee, Dickinson and Iron counties and the public and nonpublic service necessary to meet those needs;
 3. Appoint a CEO of the Authority who shall meet standards of training and experiences established by Michigan Department of Health and Human Services (MDHHS) and who serves at the pleasure of the Board;
 - a. The CEO is responsible for the administration of the Authority and for implementing the directives of the Board.
 - i. The CEO implements the policies and reports to the Board.
 - ii. The CEO and/or his/her designee has the authorization to sign contracts as authorized by the Board.
 - b. The terms and conditions of employment shall be set forth in an employment contract between the CEO and the Authority.
 - c. Should the CEO become incapacitated in his/her role or take a leave of absence from the position, the Board shall discuss the need for appointment of an interim CEO taking action as determined to be appropriate.
 - d. Should the CEO leave employment unexpectedly, the Board shall conduct a search for a replacement CEO.
 4. The Board sets the direction and policies to serve as guidelines within which the CEO shall conduct the operations of the Authority as identified in the [Policies, Standard Operating Procedures, and Forms Policy](#).
 - a. All policies shall be presented to the Board for review and approval at least annually or when changes in policy occur.
 5. Creates and maintains the mission, vision, and core values of the organization;
 6. Recruits members that are representative of Northpointe's culture who will represent the populations being served as advocates for the needed resources to carry out the mission of the organization;
 7. Ensures compliance with all applicable legal and regulatory requirements;

8. Reviews and approves an annual [Strategic Plan](#);
9. Reviews and approves the budget for the program as specified by MDHHS and [Northpointe's Budget Policy](#);
10. Enters into contracts, including contracts for the purchase or delivery of mental health services, with private or public agencies or entities ([Northpointe's Provider Network Selection and Analysis Policy](#));
11. Oversees financial responsibilities as identified in [Michigan's Mental Health Code, P.A. 258, Public Act of 1974](#), MDHHS [contractual obligations](#), and Michigan Department of Treasury [Uniform Accounting Procedures Manual for Counties and Local Units of Government in Michigan](#) such as:
 - a. To acquire ownership, custody, operation, maintenance, lease or sale of real or personal property, subject to any limitation on the payment or funding therefore now or subsequently imposed by the [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), as amended;
 - b. To dispose of, divide, and distribute any real property acquired following applicable policies and procedures;
 - c. To purchase and procure goods following [Northpointe's Purchasing and Procurement Policy](#);
 - d. To accept gifts and make claims for federal or state grants, assistance, funds or bequests;
 - e. Ensure that state and local contributions and all other funds received are handled and banked directly by the CEO or other official designated by the CEO who has the duty to ensure that the funds are banked and accounted for consistent with requirements of the laws for local governmental units;
 - f. To invest, when required, surplus funds or proceeds of grants, gifts or bequests in state approved depositories or investments with prior Board approval ([Northpointe's Investments Policy](#));
 - g. To submit to each Board of Commissioners a request for county funds to support the program as set forth in [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), Article XII Interlocal Agreement. Such request shall be in the form and at the time determined by each Board of Commissioners.
 - h. Take action to secure private, federal and other public funds as the Board determines necessary to help support the program;
 - i. To make claims for federal or state aid payable to service recipients or the Board;
 - j. To incur debts, liabilities, or obligations subsequent to January 1995, subject to any limitations thereon, which are now or hereafter imposed by the law and that do not constitute the debts, liabilities, or obligations of the creating counties;
 - k. To fix and collect charges, rates, rents or fees where appropriate and promulgate rules and regulations for their enforcement.
12. Employs staff - An employee of a community mental health authority is not a county employee. The community mental health authority is the employer with regard to all laws pertaining to employee and employer rights, benefits, and responsibilities.
13. To enter litigation as necessary;
14. Reviews and evaluates the quality, effectiveness, and efficiency of services being provided by the program:
 - a. The Board shall be provided with monthly reports based upon the [Financial Management Reporting Policy](#) including the Financial and Funding Source Reports and other pertinent reports to assist in making informed decisions.
 - b. [Quality Improvement Program Policy](#) with quarterly reporting of the [Outcomes and Performance Indicators Report](#) and the [Plan of Correction Monitoring Report](#);
 - c. The Recipient Rights Report as identified in the [Recipient Rights System Policy](#);
 - d. [CEO Report](#) as determined necessary by the Board.
15. Reviews and evaluates the quality, effectiveness and efficiency of the CEO, Board, and individual members annually;
16. Ensures regional, state and/or national mental health boards provide Board members a comprehensive report of their meetings.

ARTICLE IV: BOARD MEMBERSHIP

- A. The membership of the Board shall be constituted in accordance with [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), Chapter 2, Sections 212, 214, 219, and 222(2)(5).
 1. The Board shall consist of 12 members divided among the counties in proportion to each county's population.
 2. At least 1/3 of the membership shall be primary service recipients or family members, and of that 1/3 at least 2 members shall be primary service recipients.
 3. All Board members shall be 18 years of age or older.
 4. Not more than 4 members of the Board may be county commissioners, and not more than half of the total Board members may be state, county, or local public officials.
 5. Terms of office shall be three (3) years from April 1st of the year of appointment as required by the Mental Health Code (330.224).
- B. **Appointments to the Board**
 1. Made by the local county board of commissioners;
 2. The county places an advertisement for Board members and then decides based on the applicant's qualifications.
 3. Within ten (10) days of being appointed by the county board of commissioners, each must qualify by taking the oath of civil officers at his/her respective county clerk office. This oath also must be taken for each reappointment.
 4. Vacancies shall be filled in the same manner as original appointments.
 5. A Board member may resign or retire at any time.
 6. Any Board member may be removed by the appointing county board for neglect of duty or misconduct in office, after being given a written statement of charges and an opportunity to be heard thereon, either in person or by counsel.
- C. **Qualifications**
 1. The Board of Directors shall be representative of primary and secondary service recipients of mental health services, providers of services, and the general public.
 2. A Board member shall have his/her place of residence in the county he/she represents.

3. Neither an employee of MDHHS nor an employee of the Authority shall be appointed to serve on the Board.

D. Indemnification of Board Members

1. The Authority shall procure proper insurance coverage for the members of the Board. The cost of such coverage shall be borne by the Authority.
2. In addition, the Authority shall indemnify, hold harmless, and defend any and all Board members for any claims, suits, or other legal administrative actions that involve said Board members in a matter related to their actions or conduct as a member of this Board.

ARTICLE V: BOARD OFFICERS

A. Elections

1. Board officers shall be elected every April and include the chairperson, vice chairperson, and secretary/treasurer. The Board may also elect such other officers of the Authority as it may deem necessary from time to time.
 - a. The chairperson shall preside at all governance meetings of the Board and together with the secretary, the chairperson shall execute all documents of the Authority. The chairperson shall be responsible for monitoring attendance and if a member has two (2) consecutive unexcused absences, the chairperson shall contact the absent Board member. The chairperson shall notify the respective county commissioner for four (4) consecutive unexcused absences for removal from duties.
 - b. The vice-chairperson shall act in the absence of the chairperson.
 - c. The secretary/treasurer shall sign approved minutes of each Board meeting, ensure the financial policies are routinely carried out by Northpointe employees, and report financial statements to the Board of Directors.
 - d. A Parliamentarian shall be appointed by the chairperson to provide guidance regarding the conduct of a meeting based upon Scott Foresman Roberts Rules of Order Newly Revised.
2. The Board may, from time to time, designate other duties of the officers named herein - Such other duties must be reduced to writing and approved by the Board.

B. Vacancy

1. In the event of a Board officer vacancy, the chairperson shall appoint a replacement officer for the remainder of the term.

ARTICLE VI: COMMITTEE MEMBERSHIP

A. Appointment

1. The chairperson shall appoint members with Board approval to the following committees annually in April or whenever a vacancy occurs:
 - a. Recipient Rights Advisory Committee - Two (2) members;
 - b. NorthCare Board of Directors - Three (3) Northpointe Board members as representatives and one (1) alternate;
 - i. All per diems and travel are the responsibility of the NorthCare governing entity per their policies and procedures.
 - ii. Northpointe Board members, who are representatives on the NorthCare Board of Directors, are encouraged to provide a verbal or written report to the Northpointe Board following a NorthCare Board meeting they have attended.
 - c. Great Lakes Rural Mental Health - One (1) representative;
 - d. Quality Improvement Committee - One (1) representative.

ARTICLE VII: BOARD MEMBER DUTIES

- A. A Board member shall abide by the defined roles and responsibilities and should not become involved in the day-to-day operation of the Authority including issues/concerns generally handled by a manager or the management team and any diagnostic and treatment decisions of the staff.

B. Confidentiality

1. Board members shall follow policy regarding privacy and [Service Recipient Confidentiality](#).

C. Orientation and Training

1. All new Board members shall complete an initial orientation.
2. Board members shall participate in the following training:
 - a. Ethics and Corporate Compliance
 - b. Health Insurance Portability and Accountability Act (HIPAA) Security
 - c. NorthCare Purpose and Benefit Plan
 - d. Person Centered Planning
 - e. Recipient Rights, Privacy and Confidentiality
3. Educational opportunities are provided through a variety of means such as monthly board meetings, board association conferences, annual regional meetings, emails, and self-study using Boardworks DVDs.

D. Conferences

1. Each Board member will have an equal opportunity to attend mental health conferences at full or partial Authority expense as the budget permits.
2. The Board chairperson shall be empowered to authorize Board member attendance at Michigan Association of Community Mental Health Board meetings as delegates and/or alternate delegates without prior approval of the Board.

3. Board members are encouraged to provide a verbal or written report to the Board following the conference/meeting he/she attended.

E. Meeting Attendance

1. It is the duty of each Board member to attend all meetings of the Board and any others to which the member has been appointed.
2. Board members are responsible to notify Northpointe's administrative assistant should they not be able to attend a scheduled meeting of the Board. This will be documented as an excused absence. If no notification is received, this will be documented as an unexcused absence. The time of late arrival or early departure from any scheduled meeting shall be recorded in the minutes.
3. The Ad Hoc Committee Chairperson shall report to the Board chairperson any member who has consistently experienced frequent absences, late arrivals or early departures from scheduled meetings. The Board shall determine whether such frequent experiences constitute enough cause for removal from the membership or "neglect of duty" as defined above.

F. Code of Ethics

1. The Board members adhere to [Northpointe's Code of Ethics](#) and shall:
 - a. Respect the opinions of fellow Board members;
 - b. Respect and support the majority decisions of the Board;
 - c. Recognize that all authority is vested in the Board when it meets in legal session and not with individual Board members;
 - d. Keep well informed of developments that are relevant to issues that may come before the Board;
 - e. Participate actively in Board meetings and actions;
 - f. Call to the attention of the Board any issues that he/she believes will have an adverse effect on the organization or those served.
 - g. Attempt to interpret the needs of those represented to the organization and interpret the actions of the organization to those represented;
 - h. Refer complaints to the proper level on the chain of command;
 - i. Recognize that the Board member's job is to ensure that the organization is well managed, not to manage the organization;
 - j. Represent all constituents and not a particular geographic area or special interest group;
 - k. Consider oneself a "trustee" of the organization and do one's best to ensure that the organization is well maintained, financially secure, growing and always operating in the best interest of those served.
 - l. Always work to learn more about the Board member's job and how to do the job better;
- m. Declare any conflicts of interest between one's personal life and one's position on the Board and avoid voting on issues that appear to be a conflict of interest as defined in Board policies;
- n. As a member of the Northpointe Board of Directors, he/she shall not:
 - i. Be critical, in or outside the Board meeting, of fellow Board members or their opinions;
 - ii. Use the organization or any part of the corporation for personal advantage or the personal advantage of friends or relatives;
 - iii. Discuss the confidential proceedings of the Board outside the Board meeting;
 - iv. Promise prior to a meeting how he/she will vote on any issue in the meeting;
 - v. Interfere with the duties of the CEO or undermine the CEO's authority.

G. Conflict of Interest

1. The Board member shall adhere to Northpointe's [Conflict of Interest Policy](#) and he/she shall make full disclosure to the Board of potential conflicts in accordance with the provisions of this Board's Code of Ethics.
2. Any such disclosure shall become part of the record of the Authority's proceedings.
3. The following designated situations shall constitute a conflict of interest. Other situations may exist, or occur, which create potential conflict of interest. Board members may not:
 - a. Apply for any employment positions at the Authority while serving on the Board (if application is to be made, Board member shall submit letter of resignation prior to making such application);
 - b. Use his/her position as a Board member to gain financial, professional or employment advantage, either directly or indirectly, personally or for a relative, associate and/or friend, or on behalf of a relative, associate and/or friend;
 - c. Use his/her position, individually, to gain information concerning service recipients and/or staff;
 - d. Should conflict of interest situations be suspected, complaints shall be addressed in writing to the Board chairperson for appropriate resolution.

H. Complaints, Issues, or Concerns

1. Complaints, issues, and/or concerns communicated to Board members outside of Board meetings which the Board member identifies as needing to be addressed shall be handled as follows:
 - a. Board members may submit the complaint, issue, or concern to the Board chairperson and CEO.
 - b. The CEO shall delegate to the appropriate director or supervisor to contact the complainant for investigation and resolution in a timely fashion.
 - c. Board members shall be notified that the issue has been forwarded on and when resolution has been obtained.
 - d. Board members shall be informed of the resolution.

I. Problem Resolution

1. Step #1 - Board members shall attempt to resolve issues as they arise amongst themselves and utilize this formal procedure only when deemed necessary.
2. Step #2 - A Board member with a problem/concern shall complete the [Board Member Problem Resolution](#) form and deliver it to the CEO and/or Board chairperson in a timely manner.
 - a. The Board will convene a Problem Resolution Committee comprised of two (2) Board officers and the CEO.
 - i. The two Board officers will be based on the hierarchy of officers (chairperson; vice-chairperson; secretary; treasurer) excluding any officer who may be involved in the problem resolution process.
 - ii. The committee will make every effort to settle the concern.
 - iii. The CEO and/or chairperson shall notify the Board of the resolution and send a copy of the form to the Board

secretary for filing.

3. Step #3 - If the concern is not resolved in Step 1 and 2, the concern shall be presented to the full Northpointe Board of Directors for discussion and voting on the resolution of the problem/concern.

ARTICLE VIII BOARD OPERATIONS

A. Board Bylaws

1. Bylaws shall be reviewed and approved by the Board annually and when a revision is requested.
2. Amendments may occur at any regular meeting of the Board provided that the amendment has been submitted in writing at the previous regular meeting.
3. A change in the bylaws requires a 2/3 vote of the Board members appointed and serving.

B. Board Meetings

1. Regular Board of Director's Meetings are scheduled twice a month and shall meet no less than once per month.
2. For any business to be conducted at either a regularly scheduled or a Board special meeting of the Board, a quorum must be in attendance. With a board consisting of 12 members, a quorum will be 7 members.
 - a. In the event the administrative assistant has received notification from Board members that indicates the threshold for a quorum would not be met, the meeting or committee meeting of the Board will be canceled due to lack of a quorum. Remaining Board members will be notified of the cancellation and notice will be posted at each principal location on exterior entrances and on the website that the meeting has been canceled due to lack of a quorum. This notice will be stored with the Board meeting minutes.
3. All meetings shall be conducted in accordance with the current edition of Scott Foresman Roberts Rules of Order and/or any state or federal law.
4. A meeting of the Board shall not be held unless public notice is given in accordance with the Open Meetings Act (OMA).
 - a. All notices must contain the time and location of the meeting, name of the public body, address, and telephone number and shall be posted at the principal office in each county and on the website.
 - b. If there is a change in the schedule of regular meetings, it shall be posted within three (3) days after the meeting at which the change is made. Public notice shall state the date, time, and place of the rescheduled meeting(s).
 - c. Public notice for a public meeting shall be posted at Northpointe's principal office and any other location considered appropriate by the public body.

C. Special Meetings

1. The chairperson is authorized to hold a special meeting of the Board at any time he/she deems necessary. Further, one-third (1/3) of the Board members may, at any time, by written request addressed to the chairperson call for a special meeting of the Board.
 - a. A special meeting of the Board will be for the sole purpose of addressing only the item(s) for which the meeting was called.
 - b. Notice of a special meeting of the Board must be posted at least 18 hours before the meeting, and such notice must state the date, time and place of the meeting.

D. Emergency Meetings

1. Emergency meetings may be held without 18-hour notice but only if the public health, safety, or welfare is imminently and severely threatened.

E. Ad Hoc Committee Meetings

1. Ad hoc committees deemed necessary will be formed at the pleasure of the Board, appointed by the chairperson, and utilized only during the period of need. The full Board can opt to have a work session instead of forming an ad hoc committee.
 - a. An ad hoc committee is established to accomplish a task, and when the goal/objective has been met the committee ceases to exist.
 - b. The number of Board members appointed by the Board to the ad hoc committee shall not be more than five (5).
 - c. If a Board member chooses to observe at an ad hoc committee meeting, he/she shall not be counted as part of the quorum and shall be considered "public."

F. Meeting Attendance via Electronic Communication

1. Public bodies may hold wholly or partially electronic meetings by telephonic or video conferencing in accordance with [Public Act 228 of 2020](#).

G. Meeting Agenda

1. All members shall have a written agenda prior to each meeting which is prepared by the administration.
 - a. The first part of the meeting conducted by the chairperson shall be the consent agenda, per Scott Foresman Roberts Rules of Order, containing action items to be approved without discussion or individual motions. A Board member may request to have any item listed in the consent agenda removed for discussion which will be moved to the discussion portion of the agenda.
 - b. The "New Business" part of the meeting shall be conducted by the CEO or his/her delegate in the CEO's absence. This section will have new business for discussion only.
 - i. These items can be forwarded to the next regular meeting for action or stay in "New Business" for more discussion and/or information as directed by the consensus of the Board.
 - ii. To remove an item from being a discussion only item to an action item, a Board member must make a motion to do so, followed by a second, with a roll call vote of the full Board requiring a unanimous decision. The newly created action item is then voted on.
2. The Board shall ensure that persons who wish to address the Board have a reasonable opportunity to be heard and at the same time allow the Board to conduct its meetings efficiently and properly. The Open Meetings Act shall be enforced including the following measures:

- a. Northpointe encourages large groups to have one spokesperson.
- b. The speaker shall be as brief as possible, with five minutes as a maximum limit per person.
- c. There shall be two (2) periods set aside during each meeting, one at the beginning and the other at the end, specifically identified for public comment. The first public comment period shall be on agenda items only.
- d. Board members do not engage with members of the public in response to public comments. This would include commenting on public comments during the Board Comment portion of the agenda.
- e. The Board chairperson may exclude any person who is breaching the peace of its meetings.

H. Meeting Minutes

1. All meetings shall be documented by a meeting recorder, and the recording secretary shall adequately document the proceedings of the Board meetings.
2. Minutes must include at minimum, date, time, place, members present, members absent, and any decision made at the meeting open to the public and the purpose/purposes for which a closed session was held.
3. The minutes must include all roll call votes and all other votes shall include a tally of the votes with the dissenting members identified.
4. Meeting minutes shall be a summary and not a transcription of meeting details.
5. Board member's prepared written or oral statements shall not be attached or transcribed into the meeting minutes.
6. Closed session minutes shall be made available at the end of the closed session. These minutes shall be printed for review by the members and then approved once the meeting returns to open session. All copies of these minutes shall be immediately returned to the board secretary for disposal.
7. The preservation timetable for open meeting tapes and/or notes shall be one month or until the meeting minutes have been officially approved by the Board, whichever is later.
8. The preservation timetable for closed meeting tapes and/or notes shall be consistent with the Open Meetings Act requirements for closed meetings, i.e., one year and one day.

I. Voting

1. There shall be no absentee or proxy voting at any meeting of the Board.
2. Each Board member is entitled to one (1) vote.
3. Unless otherwise specified or as may be required by law, all resolutions or actions of the Board of Directors shall require a majority vote of the Board or quorum that is in attendance.

ARTICLE IX: COMPENSATION OF BOARD MEMBERS

A. This section applies to appointed/elected members, who are not paid staff, of Northpointe's Board of Directors, Recipient Rights Advisory Committee, Service Recipient Advisory Groups and other committees that meet on a regular basis (at least quarterly).

1. Board members shall be reimbursed for meeting time plus necessary travel expenses for each regularly scheduled meeting attended due to Board responsibility and committee assignment. This includes Board sanctioned conferences, workshops, and meetings pertinent to Northpointe.

B. Per Diem

1. Northpointe shall provide a per diem payment to appointed/elected members of the Board of Directors, committees of the Board, advisory committees, and ad hoc committees.
2. Members shall be paid directly a per diem of \$50.00 per day. If the meeting(s) exceed four (4) hours, the per diem will be \$75.00 per day.
3. Each member is required to provide Northpointe's Financial Department with their social security number.
4. Each member is required to sign a meeting "sign-in" sheet for each meeting attended and include round trip miles traveled to qualify for payment.

C. Conference Per Diem and Travel

1. Mileage is paid according to [Northpointe's Reimbursement of Business Expenses Policy](#) for members' personal automobile used during the course of Northpointe business.
2. All air travel must be arranged through Northpointe.
3. Meal allowances are paid at the approved rate.
4. Conference per diem shall be at the regular \$60.00 per day rate.
5. All travel reimbursement vouchers must be submitted to the Northpointe's Financial Department for approval.

Document ID	11288	Document Status	Official
Department	Board of Directors	Department VP/Director	Cescolini, Jennifer
Document Owner	Cescolini, Jennifer	Next Review Date	09/20/2025
Original Effective Date	02/10/2022		
Revised	[02/10/2022 Rev. 0], [09/20/2024 Rev. 1]		
Reviewed	[02/16/2023 Rev. 0]		
	Board Member Problem Resolution Form Act 267 of 1976 Mental Health Code, 1974 PA 258, All Staff CEO Report Budget Code of Ethical Practices Confidentiality and Disclosure Conflict of Interest Investments Michigan’s Mental Health Code, P.A. 258, Public Acts of 1974 Northpointe Interlocal Agreement 10-26-94 Plan of Correction Monitoring Policies, Standard Operating Procedures, and Forms Provider Network Selection and Analysis Public Act 228 of 2020 Purchasing and Procurement Quality Improvement Program Recipient Rights System Reimbursement of Business Expenses Reports Strategic Plan FY23 Uniform Accounting Procedures Manual for Counties and Local Units of Government in Michigan contractual obligations		
Attachments: (REFERENCED BY THIS DOCUMENT)			
Other Documents: (WHICH REFERENCE THIS DOCUMENT)	Recipient Rights Advisory Committee		

Paper copies of this document may not be current and should not be relied on for official purposes. The current version is in Lucidoc at <https://lucidocs.nbhs.org?returnto=%2Fcgi%2Fdoc-gw.pl%3Fref%3Dnbhs%3A11288%241>.



09/19/2024 Board Contract Grid

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 9/20/2024
-

Revision Insight

Document ID:	13843
Revision Number:	0
Owner:	Brent J Johnson, CHIEF OPERATING OFFICER
Revision Official Date:	9/20/2024
Revision Note:	updated contract grid



Board of Director's Contract Grid

Date: 9/19/24

#	Contract		Rates			
			Previous		New	
1	Name:	Johnson Builders	Service		Service	
	Location:	Ingalls, MI	Rate		Rate	
	Start Date:	10/1/24 End: 9/30/25	Snow Plowing		Snow Plowing	
	Type:	Letter of Agreement Goods & Services				
	☐ New	☒ Renewal	☒ Change			
	Notes:					
	Snow plowing services for Maple Ridge in Stephenson.					

#	Contract		Rates			
			Previous		New	
2	Name:	Bonnie Daligga	Service		Service	
	Location:	Huntington Woods, MI	Rate		Rate	
	Start Date:	10/1/24 End: 9/30/25	Group-per hour		Group-per hour	
	Type:	Professional Individual	Individual-per hour		Individual-per hour	
	☐ New	☒ Renewal	☐ Change			
	Notes:					
	Reflective supervision for Infant Mental Health certification. No rate changes.					



Board of Director's Contract Grid

Date: 9/19/24

#	Contract					Rates			
3	Name:	Fleetio				Previous		New	
	Location:	Birmingham, AL				Service	Rate	Service	Rate
	Start Date:	8/19/24	End:	8/18/25		Professional Subscription-annual fee	\$4,069.80		
	Type:					Standard Onboarding-one time fee	\$2,000.00		
	☒	New	☐	Renewal	☐	Change			
	Notes: Fleet management software-ongoing subscription.								

#	Contract					Rates				
4	Name:	Insight/Microsoft				Previous		New		
	Location:	IT Contract				Service	Rate	Service	Rate	
	Start Date:	10/1/24	End:	10/1/25		Microsoft Volume Licensing-year	\$16,820.41	Microsoft Volume Licensing-year	\$16,820.41	
	Type:									
	☐	New	☒	Renewal	☐	Change				
	Notes: Annual Renewal #3 of #3. No change, same rate as prior two years. The next contract will be re-negotiated.									



Board of Director's Contract Grid

Date: 9/19/24

#	Contract				Rates			
5	Name:	Insight/NinjaRMM			Previous		New	
	Location:	IT Contract			Service	Rate	Service	Rate
	Start Date:	10/27/24	End:	10/26/25	250 Devices at \$30.20 per device	\$7550 annual	250 Devices at \$31.20 per device	\$7,800 annual
	Type:							
	☐	New	☒	Renewal	☒	Change		
	Notes:	Remote management tool for our computers and servers. Historically purchased at end of fiscal year. 3.3% increase.						

#	Contract				Rates			
6	Name:	Case Management of Michigan			Previous		New	
	Location:	Kalamazoo, MI			Service	Rate	Service	Rate
	Start Date:	10/1/24	End:	9/30/25	T1017-Case Management	\$83.00	T1017-Case Management	\$85.50
	Type:	Professional Group or Clinic			99213-Medication Review	\$115.00	99213-Medication Review	\$118.00
	☐	New	☒	Renewal	☒	Change		
	Notes:	Provides clinical/psychiatric services for individuals downstate.						



Board of Director's Contract Grid

Date: 9/19/24

#	Contract		Rates			
	Name:	Victorian Acres	Previous		New	
7	Location:	Powers, MI	Service	Rate	Service	Rate
	Start Date:	10/1/24 End: 12/31/24	PC-T1020 and CLS-H2016	\$210.00	PC-T1020 and CLS-H2016	\$210.00
	Type:	Residential				
	☐ New	☒ Renewal	☐ Change			
	Notes: Contract extension requested until new contract is agreed upon.					

#	Contract		Rates			
	Name:	TFCO Provider Rates	Previous		New	
8	Location:	Upper Peninsula	Service	Rate	Service	Rate
	Start Date:	10/1/24 End: 9/30/25	S5145-per diem	\$100.00	S5145-per diem	\$100.00
	Type:		Daily rate-per diem (all days)	\$20.00	Daily rate-per diem (all days)	n/a
	☐ New	☒ Renewal	☒ Change			
	Notes: Daily rate increased and to be paid only for weekdays-change based on guidance from State.		Daily rate-per diem (weekdays only)	n/a	Daily rate-per diem (weekdays only)	\$20.69



Board of Director's Contract Grid

Date: 9/19/24

#	Contract					Rates			
9	Name:		Northern Lakes CMHA-COFR			Previous		New	
	Location:		Traverse City, MI			Service	Rate	Service	Rate
	Start Date:		3/6/24 End: 3/13/25			See attached rate sheet			
	Type:					No change in rates			
	☐	New	☒	Renewal	☐	Change			
	Notes: COFR agreement for individual residing at Shepler's AFC home. Term of agreement period extended to 3/13/25.								

#	Contract					Rates			
10	Name:	Osterhout AFC				Previous		New	
	Location:	Portage, MI				Service	Rate	Service	Rate
	Start Date:	10/1/24	End: 9/30/25			See attached rate sheet			
	Type:	Residential							
	☐	New	☒	Renewal	☐	Change			
	Notes: No change in rates.								



Board of Director's Contract Grid

Date: 9/19/24

#	Contract		Rates			
	Name:	Adult Learning Systems-Riverview	Previous		New	
11	Location:	Kingsford, MI	Service	Rate	Service	Rate
	Start Date:	10/1/24 End: 9/30/25	PC-T1020 and CLS-H2016	\$309.03	PC-T1020 and CLS-H2016	\$309.03
	Type:	Residential				
	☐ New	☒ Renewal	☐ Change			
	Notes:					
	No change in rate. Contract shall be cost settled quarterly.					

#	Contract		Rates			
	Name:	Team Wellness	Previous		New	
12	Location:	Detroit, MI	Service	Rate	Service	Rate
	Start Date:	10/1/24 End: 9/30/25	See attached rate sheet			
	Type:	Professional Group or Clinic				
	☐ New	☒ Renewal	☐ Change			
	Notes:					
	Provides clinical services for residents located downstate. No change in rates.					



Board of Director's Contract Grid

Date: 9/19/24

#	Contract				Rates			
13	Name:	Hope Network Behavioral Health			Previous		New	
	Location:	St. Ignace and Dearborn Heights			Service	Rate	Service	Rate
	Start Date:	10/1/24	End:	9/30/25	PC-T1020/CLS-H2016-Bay Haven	\$462.44	PC-T1020/CLS-H2016-Bay Haven	\$465.59
	Type:	Residential			PC-T1020/CLS-H2016-Harbor Point	\$546.18	PC-T1020/CLS-H2016-Harbor Point	\$548.16
	☐	New	☒	Renewal	☒	Change		
	Notes: Change in Hope Network's PC/CLS per diem rates due to anticipated DCW wage increase per the State.							

#	Contract				Rates			
14	Name:	Whispering Pines South			Previous		New	
	Location:	Carney, MI			Service	Rate	Service	Rate
	Start Date:	10/1/24	End:	9/30/25	PC-T1020 and CLS-H2016	\$181.50	PC-T1020 and CLS-H2016	\$196.00
	Type:	Residential						
	☐	New	☒	Renewal	☒	Change		
	Notes: 8% increase in rate. Contract shall be cost settled quarterly.							



Board of Director's Contract Grid

Date: 9/19/24

#	Contract		Rates			
	Name:	Whispering Pines West	Previous		New	
15	Location:	Powers, MI	Service	Rate	Service	Rate
	Start Date:	10/1/24 End: 9/30/25	PC-T1020 and CLS-H2016	\$216.50	PC-T1020 and CLS-H2016	\$226.00
	Type:	Residential				
	☐ New	☒ Renewal	☒ Change			
	Notes:					
	4.4% increase in rate.					

#	Contract		Rates			
	Name:	Whispering Pines Maple Grove	Previous		New	
16	Location:	Powers, MI	Service	Rate	Service	Rate
	Start Date:	10/1/24 End: 9/30/25	CLS - 1 individual	\$490.60	CLS - 1 individual	\$512.00
	Type:	Supported Independent Residential	CLS - 2 individuals	\$245.30	CLS - 2 individuals	\$256.00
	☐ New	☒ Renewal	☒ Change	CLS - 3 individuals	\$163.53	CLS - 3 individuals
	Notes:		CLS - 4 individuals	\$122.65	CLS - 4 individuals	\$128.00
	4.4% increase in rate.					



Board of Director's Contract Grid

Date: 9/19/24

#	Contract					Rates				
17	Name:		Northern Pines			Previous		New		
	Location:		Powers, MI			Service	Rate	Service	Rate	
	Start Date:		10/1/24	End: 9/30/25		H2014	\$16.24 per hour	H2014	\$16.88 per hour	
	Type:					H2014 WZ	\$16.24 per hour	H2014 WZ	\$16.88 per hour	
	☐	New	☒	Renewal	☒	Change	H2015	\$16.24 per hour	H2015	\$16.88 per hour
	Notes: Skill building. Contract shall be cost settled quarterly.					T2015	\$16.24 per hour	T2015	\$16.88 per hour	

#	Contract					Rates			
	Name:					Previous		New	
	Location:					Service	Rate	Service	Rate
	Start Date:		End:						
	Type:								
	☐	New	☐	Renewal	☐	Change			
	Notes:								

Northern Lakes CMHA Rates - Effective 3/6/2024-3/13/2025			
Code	Service	Unit	Rate
T1017	Targeted Case Management	15 min	\$87.00
H0032	Treatment Planning	Encounter	\$393.00
H2000	Behavior Management Review	Encounter	\$475.00
99506	Nurse Medication Injection Outside Office	Encounter	\$147.00
99202	E&M - Office Visit - New Patient - Exp Problem Focused	Encounter	\$165.00
99203	E&M - Office Visit - New Patient – Detailed	Encounter	\$273.00
99204	E&M - Office Visit - New Patient – Comp	Encounter	\$290.00
99205	E&M - Office Visit - New Patient - Comp	Encounter	\$308.00
99212	Medication Review - Physician & IHC NP Level	Encounter	\$225.00
99213	Medication Review - Physician & IHC NP Level	Encounter	\$241.00
99214	Medication Review - Physician & IHC NP Level	Encounter	\$262.00
99215	Medication Review - Physician & IHC NP Level	Encounter	\$294.00
97151	Behavioral Identification Assessment	15 min	\$42.00
96372	Medication Injection	Encounter	\$378.00
T1001	Nursing Assessment	Encounter	\$360.00
H0032 TS	MH Service Plan Dev. Non-Physician	Encounter	\$301.00
T1002	RN Services	Up to 15 min	\$121.00
90791	Psychiatric Diagnostic Eval	Encounter	\$450.00

Osterhout AFC Rates – Effective 10/1/2024-9/30/2025

Code	Service	Unit	Rate
H2000 TS	Behavior Treatment Plan Monitoring	Encounter	\$142.05
H0032	Treatment Planning	Encounter	\$158.98
S5116	Non-Family (Staff) Training	Encounter	\$125.00
97151	Behavior Identification Assessment	15 minute unit	\$30.00
T1020	Personal Care High	Per diem	\$160.13
H2016	CLS minus breakout codes using 97151 for assessment	Per diem	\$767.82

Team Wellness Rates – Effective 10/1/2024-9/30/2025

Code	Service	Unit	Rate
H2000	Comprehensive Multidisciplinary Evaluation	Encounter	\$143.00
H0032	Treatment Planning	Encounter	\$400.00
H0031	Initial Evaluation	Encounter	\$325.00
H0031WX	Evaluation LOCUS	Encounter	\$325.00
T1001	Nursing Assessment	Encounter	\$119.90
T1017	Case Management	15 min	\$165.00



FY 2024 Amended Budget

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 9/20/2024
-

Revision Insight

Document ID:	13844
Revision Number:	0
Owner:	Brent J Johnson, CHIEF OPERATING OFFICER
Revision Official Date:	9/20/2024

Revision Note:
budget ammendment

Northpointe Behavioral Healthcare Systems				
FY24 Final Budget Amendment				
	FY24 Amended Budget	FY24 Final Budget	Change	Budget Change Explanations
REVENUE				
<i>Operating Revenue</i>				
Behavioral Health Home	70,000.00	98,000.00	28,000.00	
General Fund	1,000,000.00	1,205,658.00	205,658.00	
General Fund Carry Forward	59,033.00	59,033.00	-	
Healthy Michigan	1,879,264.00	1,687,960.80	(191,303.20)	
Healthy Michigan Savings	600,000.00	634,343.00	34,343.00	
Medicaid	18,006,977.00	19,968,342.00	1,961,365.00	
Medicaid Savings	675,181.00	446,874.00	(228,307.00)	
MI Health Link Medicare	71,562.00	60,500.00	(11,062.00)	
Child Foster Care	100,000.00	40,000.00	(60,000.00)	Over estimated original budget
Child & SED Waiver	250,000.00	146,500.00	(103,500.00)	Over estimated original budget
Children's Waiver	40,000.00	39,562.00	(438.00)	
Therapeutic Foster Care Oregon	150,000.00	200,000.00	50,000.00	Increase due to actual placement
OBRA PAS/ARR	8,000.00	18,000.00	10,000.00	
Forever Friendship	-	10,542.00	10,542.00	
Performance Bonus	-	160,932.00	160,932.00	We never budget for the PBIP until it is received
E/S Contract Revenue	-	185,000.00	185,000.00	Previously reported under Misc. Income
Resident Revenue	497,510.00	355,000.00	(142,510.00)	Closed Maple Ridge
County Appropriations	243,352.00	243,352.00	-	
226A Client Fees & 3rd Party Reimb.	200,000.00	101,250.00	(98,750.00)	Over estimated original budget
226A Medicare Revenue	200,000.00	20,500.00	(179,500.00)	Over estimated original budget
UPHP/HPSA Revenue	20,000.00	26,000.00	6,000.00	
<i>Total Operating Revenue</i>	<i>24,070,879.00</i>	<i>25,707,348.80</i>	<i>1,636,469.80</i>	
<i>Other Income</i>				
Miscellaneous Income	125,000.00	22,500.00	(102,500.00)	Emergency Contract w/Gogebic is now reported above
Miscellaneous Grants	10,000.00	6,000.00	(4,000.00)	
Endowment Fund Grants	2,910.00	2,910.00	-	
Clubhouse Grants	6,500.00	2,000.00	(4,500.00)	
Interest Earned	40,000.00	40,000.00	-	
Donations & Contributions	-	-	-	
Gain (Loss) on Disposition of Asset	75,000.00	17,000.00	(58,000.00)	Sales of Maple Ridge & Gathering Pointe did not occur
<i>Total Other Income</i>	<i>259,410.00</i>	<i>90,410.00</i>	<i>(169,000.00)</i>	
TOTAL REVENUE	24,330,289.00	25,797,758.80	1,467,469.80	

Northpointe Behavioral Healthcare Systems				
FY24 Final Budget Amendment				
	FY24 Amended Budget	FY24 Final Budget	Change	Budget Change Explanations
EXPENSE				
<i>Employee Compensation</i>				
Salaries & Wages	10,726,601.00	10,975,140.39	248,539.39	Includes potential retention incentive
Overtime Wages	150,000.00	150,000.00	-	
<i>Total Employee Compensation</i>	<i>10,876,601.00</i>	<i>11,125,140.39</i>	<i>248,539.39</i>	
<i>Employee Benefits</i>				
Employer Taxes & Unemployment	827,000.00	827,000.00	-	
Pension/Retirement Contributions	1,184,000.00	1,025,305.00	(158,695.00)	
Health Insurance	1,560,000.00	1,968,129.00	408,129.00	Estimated cost as presented for approval to the Board was \$1,855,695; budget never updated
Supplemental Insurance	240,000.00	127,000.00	(113,000.00)	
Compensated Absences	55,805.00	55,805.00	-	
Other Benefits	3,500.00	11,500.00	8,000.00	
<i>Total Employee Benefits</i>	<i>3,870,305.00</i>	<i>4,014,739.00</i>	<i>144,434.00</i>	
<i>Board/Stakeholder Expenses</i>				
Board Member Travel	8,800.00	8,800.00	-	
Board Member Per Diem	14,200.00	11,000.00	(3,200.00)	
Board Member Other Expenses	6,500.00	12,500.00	6,000.00	
Stakeholders Committees	4,300.00	2,500.00	(1,800.00)	
<i>Total Board/Stakeholders Expenses</i>	<i>33,800.00</i>	<i>34,800.00</i>	<i>1,000.00</i>	
<i>Operating Expenses</i>				
Accounting/Audit/Pension Services	13,000.00	14,188.00	1,188.00	
Accreditation	5,000.00	21,754.00	16,754.00	CARF accreditation cost not previously known
Advertising	15,000.00	1,500.00	(13,500.00)	
Amortization Expense	215,000.00	215,000.00	-	
Consulting Services	600,000.00	40,000.00	(560,000.00)	Dr. Razdan originally budgeted here
Depreciation Expense	220,000.00	242,000.00	22,000.00	
Dues/Publications/Public Relations	35,000.00	16,500.00	(18,500.00)	
Enhanced Pharmacy	24,577.00	14,100.00	(10,477.00)	
Equipment Purchases	25,000.00	55,000.00	30,000.00	
Information Technology	250,000.00	280,000.00	30,000.00	
Interest Expense	58,202.00	49,000.00	(9,202.00)	
Legal Fees	65,000.00	65,000.00	-	
Liability/Worker's Comp Insurance	143,124.00	130,000.00	(13,124.00)	

Northpointe Behavioral Healthcare Systems				
FY24 Final Budget Amendment				
	FY24 Amended Budget	FY24 Final Budget	Change	Budget Change Explanations
Medicaid Drawdown	75,000.00	97,344.00	22,344.00	
Medical Records Fees	-	1,600.00	1,600.00	
Office Supplies & Postage	35,000.00	32,000.00	(3,000.00)	
Operating Supplies	275,000.00	125,000.00	(150,000.00)	
Other Expenses	-	20,000.00	20,000.00	
Professional Fees	62,500.00	62,500.00	-	
Property Tax	25,000.00	13,000.00	(12,000.00)	
Rent - Equipment	5,000.00	5,000.00	-	
Rent - Facilities	15,000.00	21,000.00	6,000.00	
Repairs & Maintenance	250,000.00	190,000.00	(60,000.00)	
Staff Development	35,000.00	35,000.00	-	
Staff Expenses	20,000.00	34,000.00	14,000.00	
Staff Travel	90,000.00	55,000.00	(35,000.00)	
Telephone/Internet/TV	120,000.00	127,500.00	7,500.00	
Utilities	140,000.00	105,500.00	(34,500.00)	
Vehicle Gas/Repairs/Maintenance	110,000.00	110,000.00	-	
<i>Total Operating Expenses</i>	<i>2,926,403.00</i>	<i>2,178,486.00</i>	<i>(747,917.00)</i>	
<i>Inpatient Services</i>				
State/County Inpatient	65,000.00	110,555.00	45,555.00	
Local Inpatient	1,200,000.00	1,900,000.00	700,000.00	Inpatient stays occurred more frequently compared to prior years
<i>Total Inpatient Services</i>	<i>1,265,000.00</i>	<i>2,010,555.00</i>	<i>745,555.00</i>	
<i>Contracted Services</i>				
Adult Learning Systems	700,000.00	730,000.00	30,000.00	
Bedford Specialized Care	35,000.00	24,566.00	(10,434.00)	
Birchwood Residential Home	70,000.00	76,000.00	6,000.00	
Bylerly Enterprises	170,000.00	77,990.00	(92,010.00)	
Cornerstone	160,000.00	89,500.00	(70,500.00)	
Creekside Residential Home	300,000.00	293,600.00	(6,400.00)	
Eisenhower Center	500,000.00	467,000.00	(33,000.00)	
Forever Friendship	100,000.00	103,862.00	3,862.00	
Hope Network	600,000.00	465,000.00	(135,000.00)	
Ihander Residential Home	45,000.00	57,400.00	12,400.00	
Intermediary Fees	40,000.00	31,000.00	(9,000.00)	
Kutha Residential Home	180,000.00	154,100.00	(25,900.00)	

Northpointe Behavioral Healthcare Systems				
FY24 Final Budget Amendment				
	FY24 Amended Budget	FY24 Final Budget	Change	Budget Change Explanations
Local Match MRS Contracted Services	5,000.00	-	(5,000.00)	
Newlin Residential Home	90,000.00	117,500.00	27,500.00	
Northcare Access	13,000.00	23,298.00	10,298.00	
Northwoods Learning Center	85,000.00	105,000.00	20,000.00	
Occupational Therapy Services	-	1,800.00	1,800.00	
Other Contracted Services	50,000.00	147,000.00	97,000.00	Protocall software included here and is majority of expense
Partners In Care Residential Home	62,000.00	30,500.00	(31,500.00)	
Psychiatry Services	-	510,000.00	510,000.00	Dr. Razdan originally budgeted under Consulting Services
Psychology Services	-	1,540.00	1,540.00	
Residential Opportunities	500,000.00	607,000.00	107,000.00	
Respite Care	125,000.00	67,000.00	(58,000.00)	
Schlaud Residential Home	23,181.00	23,181.00	-	
Sheplers Residential Home	-	76,000.00	76,000.00	
TRICO Opportunities	350,000.00	330,000.00	(20,000.00)	
Turning Leaf	150,000.00	159,000.00	9,000.00	
Whispering Pines (Northern Pines)	55,000.00	116,000.00	61,000.00	
Whispering Pines (West)	350,000.00	410,000.00	60,000.00	
Whispering Pines (South)	375,000.00	385,000.00	10,000.00	
Whispering Pines (Maple Grove)	150,000.00	185,000.00	35,000.00	
Victorian Acres Residential Home	75,000.00	376,100.00	301,100.00	Miscalculation on original budget
Total Contracted Services	5,358,181.00	6,240,937.00	882,756.00	
TOTAL EXPENSE	24,330,290.00	25,604,657.39	1,274,367.39	
NET PROFIT (LOSS)	-	193,101.41	193,101.41	



FY 2025 Proposed Budget

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 9/20/2024

Revision Insight

Document ID:	13845
Revision Number:	0
Owner:	Brent J Johnson, CHIEF OPERATING OFFICER
Revision Official Date:	9/20/2024

Revision Note:
1st proposed budget for fy25

Northpointe Behavioral Healthcare Systems			
FY25 Budget Proposal			
	FY24	FY25	
	Final Budget	Proposed Budget	Change
REVENUE			
<i>Operating Revenue</i>			
Behavioral Health Home	98,000.00	100,000.00	2,000.00
General Fund	1,205,658.00	1,205,658.00	-
General Fund Carry Forward	59,033.00	55,000.00	(4,033.00)
Healthy Michigan	1,687,960.80	1,600,000.00	(87,960.80)
Healthy Michigan Savings	634,343.00	-	(634,343.00)
Medicaid	19,968,342.00	19,933,125.00	(35,217.00)
Medicaid Savings	446,874.00	1,400,000.00	953,126.00
MI Health Link Medicare	60,500.00	60,000.00	(500.00)
Child Foster Care	40,000.00	45,000.00	5,000.00
Child & SED Waiver	146,500.00	105,000.00	(41,500.00)
Children's Waiver	39,562.00	40,000.00	438.00
Therapeutic Foster Care Oregon	200,000.00	317,000.00	117,000.00
OBRA PAS/ARR	18,000.00	28,000.00	10,000.00
Forever Friendship	10,542.00	7,500.00	(3,042.00)
Performance Bonus	160,932.00	-	(160,932.00)
E/S Contract Revenue	185,000.00	180,000.00	(5,000.00)
Resident Revenue	355,000.00	365,000.00	10,000.00
County Appropriations	243,352.00	243,352.00	-
226A Client Fees & 3rd Party Reimb.	101,250.00	105,000.00	3,750.00
226A Medicare Revenue	20,500.00	20,000.00	(500.00)
UPHP/HPSA Revenue	26,000.00	25,000.00	(1,000.00)
<i>Total Operating Revenue</i>	<i>25,707,348.80</i>	<i>25,834,635.00</i>	<i>127,286.20</i>
<i>Other Income</i>			
Miscellaneous Income	22,500.00	3,290.00	(19,210.00)
Miscellaneous Grants	6,000.00	1,700.00	(4,300.00)
Endowment Fund Grants	2,910.00	2,000.00	(910.00)
Clubhouse Grants	2,000.00	2,000.00	-
Interest Earned	40,000.00	35,000.00	(5,000.00)
Donations & Contributions	-	-	-
Gain (Loss) on Disposition of Asset	17,000.00	100,000.00	83,000.00
<i>Total Other Income</i>	<i>90,410.00</i>	<i>143,990.00</i>	<i>53,580.00</i>
TOTAL REVENUE	25,797,758.80	25,978,625.00	180,866.20
EXPENSE			
<i>Employee Compensation</i>			
Salaries & Wages	10,975,140.39	11,250,000.00	274,859.61
Overtime Wages	150,000.00	170,000.00	20,000.00
<i>Total Employee Compensation</i>	<i>11,125,140.39</i>	<i>11,420,000.00</i>	<i>294,859.61</i>
<i>Employee Benefits</i>			
Employer Taxes & Unemployment	827,000.00	880,000.00	53,000.00
Pension/Retirement Contributions	1,025,305.00	1,100,000.00	74,695.00
Health Insurance	1,968,129.00	2,100,000.00	131,871.00
Supplemental Insurance	127,000.00	140,000.00	13,000.00
Compensated Absences	55,805.00	75,000.00	19,195.00
Other Benefits	11,500.00	12,000.00	500.00
<i>Total Employee Benefits</i>	<i>4,014,739.00</i>	<i>4,307,000.00</i>	<i>292,261.00</i>
<i>Board/Stakeholder Expenses</i>			
Board Member Travel	8,800.00	7,500.00	(1,300.00)
Board Member Per Diem	11,000.00	11,000.00	-
Board Member Other Expenses	12,500.00	5,000.00	(7,500.00)
Stakeholders Committees	2,500.00	2,500.00	-
<i>Total Board/Stakeholders Expenses</i>	<i>34,800.00</i>	<i>26,000.00</i>	<i>(8,800.00)</i>
<i>Operating Expenses</i>			
Accounting/Audit/Pension Services	14,188.00	15,000.00	812.00
Accreditation	21,754.00	5,500.00	(16,254.00)
Advertising	1,500.00	5,000.00	3,500.00
Amortization Expense	215,000.00	210,200.00	(4,800.00)
Consulting Services	40,000.00	40,000.00	-
Depreciation Expense	242,000.00	230,000.00	(12,000.00)
Dues/Publications/Public Relations	16,500.00	14,800.00	(1,700.00)
Enhanced Pharmacy	14,100.00	15,000.00	900.00
Equipment Purchases	55,000.00	31,000.00	(24,000.00)
Information Technology	280,000.00	272,500.00	(7,500.00)
Interest Expense	49,000.00	52,000.00	3,000.00
Legal Fees	65,000.00	49,500.00	(15,500.00)
Liability/Worker's Comp Insurance	130,000.00	135,000.00	5,000.00
Medicaid Drawdown	97,344.00	100,000.00	2,656.00
Medical Records Fees	1,600.00	5,000.00	3,400.00
Office Supplies & Postage	32,000.00	33,050.00	1,050.00
Operating Supplies	125,000.00	120,000.00	(5,000.00)
Other Expenses	20,000.00	13,500.00	(6,500.00)
Professional Fees	62,500.00	60,000.00	(2,500.00)
Property Tax	13,000.00	13,500.00	500.00
Rent - Equipment	5,000.00	4,000.00	(1,000.00)
Rent - Facilities	21,000.00	21,000.00	-
Repairs & Maintenance	190,000.00	125,000.00	(65,000.00)
Staff Development	35,000.00	52,200.00	17,200.00
Staff Expenses	34,000.00	18,675.00	(15,325.00)
Staff Travel	55,000.00	46,400.00	(8,600.00)
Telephone/Internet/TV	127,500.00	119,800.00	(7,700.00)
Utilities	105,500.00	97,700.00	(7,800.00)
Vehicle Gas/Repairs/Maintenance	110,000.00	88,500.00	(21,500.00)
<i>Total Operating Expenses</i>	<i>2,178,486.00</i>	<i>1,993,825.00</i>	<i>(184,661.00)</i>
<i>Inpatient Services</i>			
State/County Inpatient	110,555.00	110,000.00	(555.00)
Local Inpatient	1,900,000.00	2,000,000.00	100,000.00
<i>Total Inpatient Services</i>	<i>2,010,555.00</i>	<i>2,110,000.00</i>	<i>99,445.00</i>

Northpointe Behavioral Healthcare Systems			
FY25 Budget Proposal			
	FY24	FY25	
	Final Budget	Proposed Budget	Change
<i>Contracted Services</i>			
Adult Learning Systems	730,000.00	750,000.00	20,000.00
Bedford Specialized Care	24,566.00	30,000.00	5,434.00
Birchwood Residential Home	76,000.00	75,000.00	(1,000.00)
Bylerly Enterprises	77,990.00	-	(77,990.00)
Cornerstone	89,500.00	90,000.00	500.00
Creskide Residential Home	293,600.00	250,000.00	(43,600.00)
Eisenhower Center	467,000.00	430,000.00	(37,000.00)
Forever Friendship	103,862.00	129,000.00	25,138.00
Hope Network	465,000.00	489,000.00	24,000.00
Ihander Residential Home	57,400.00	60,000.00	2,600.00
Intermediary Fees	31,000.00	35,000.00	4,000.00
Kutha Residential Home	154,100.00	155,000.00	900.00
Local Match MRS Contracted Services	-	-	-
Newlin Residential Home	117,500.00	110,000.00	(7,500.00)
Northcare Access	23,298.00	-	(23,298.00)
Northwoods Learning Center	105,000.00	105,000.00	-
Occupational Therapy Services	1,800.00	2,000.00	200.00
Other Contracted Services	147,000.00	124,000.00	(23,000.00)
Partners In Care Residential Home	30,500.00	-	(30,500.00)
Psychiatry Services	510,000.00	501,800.00	(8,200.00)
Psychology Services	1,540.00	2,000.00	460.00
Residential Opportunities	607,000.00	600,000.00	(7,000.00)
Respite Care	67,000.00	70,000.00	3,000.00
Schlaud Residential Home	23,181.00	-	(23,181.00)
Sheplers Residential Home	76,000.00	75,000.00	(1,000.00)
TRICO Opportunities	330,000.00	340,000.00	10,000.00
Turning Leaf	159,000.00	150,000.00	(9,000.00)
Whispering Pines (Northern Pines)	116,000.00	100,000.00	(16,000.00)
Whispering Pines (West)	410,000.00	410,000.00	-
Whispering Pines (South)	385,000.00	350,000.00	(35,000.00)
Whispering Pines (Maple Grove)	185,000.00	200,000.00	15,000.00
Victorian Acres Residential Home	376,100.00	300,000.00	(76,100.00)
<i>Total Contracted Services</i>	<i>6,240,937.00</i>	<i>5,932,800.00</i>	<i>(308,137.00)</i>
TOTAL EXPENSE	25,604,657.39	25,789,625.00	184,967.61
NET PROFIT (LOSS)	193,101.41	189,000.00	(4,101.41)



7/2024 Check Disbursement Report

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 8/27/2024

Revision Insight

Document ID:	13738
Revision Number:	0
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	8/27/2024

Revision Note:
No revision note



**NORTHPOINTE BEHAVIORAL HEALTHCARE SYSTEM
CHECK DISBURSEMENT REPORT
FOR JULY 2024 EXPENSES**

ACCOUNTS PAYABLE - CHECK REGISTER REPORT

● CHECK NUMBERS 98046 - 98096	\$ 93,772.12
● ACH561 - ACH583	\$ 237,331.24
● AUTOPAY	\$ 125,005.26
● EFT2954 - EFT3042	\$ 812,649.58
TOTAL ACCOUNTS PAYABLE	\$ 1,268,758.20

JULY 2024 PAYROLL

● PAYROLL PERIOD END 6/29/24 PAY DATE 7/5/24	\$ 413,208.93
● PAYROLL PERIOD END 7/13/24 PAY DATE 7/19/24	\$ 431,965.06
TOTAL PAYROLL CHECKS	\$ 845,173.99
TOTAL CHECKS SUBMITTED FOR BOARD APPROVAL FOR JULY 2024 BILLS AND PAYROLL	\$ 2,113,932.19

PLEASE NOTE - On the following report, the confidential information has been deleted.



7/2024 Check Register Report

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 8/27/2024
-

Revision Insight

Document ID:	13739
Revision Number:	0
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	8/27/2024

Revision Note:
updated with invoices included

Northpointe Behavioral Healthcare System

VENDOR CHECK REGISTER REPORT

Payables Management

Check Number From: 98046 To: EFT3042

From: 7/1/2024 To: 7/31/2024

*Voided Checks

Check Number	Check Date	Vendor Check Name	Audit Trail Code	Amount
98046	7/1/2024	STATE OF MICHIGAN	PMCHK00004887	\$5,860.72
98047	7/8/2024	WI SCTF	PMTRX00008095	\$130.00
98048	7/9/2024	BOYINGTON PETTY CASH	PMCHK00004890	\$102.25
98049	7/10/2024	BURCAR TOWING AND RECOVERY, IN	PMCHK00004891	\$500.00
98050	7/10/2024	CITY OF IRON RIVER	PMCHK00004891	\$468.75
98051	7/10/2024	CITY OF STEPHENSON	PMCHK00004891	\$88.98
98052	7/10/2024	CITY OF MENOMINEE	PMCHK00004891	\$276.68
98053	7/10/2024	MENOMINEE CLUBHOUSE PETTY CASH	PMCHK00004891	\$140.00
98054	7/10/2024	CIOX HEALTH	PMCHK00004891	\$70.20
98055	7/10/2024	ELIZABETH HOLSWORTH	PMCHK00004891	\$720.00
98056	7/10/2024	WALTER BROTHERS TRUE VALUE	PMCHK00004891	\$42.89
98057	7/10/2024	VICTORIAN ACRES	PMCHK00004891	\$32,970.00
98058	7/10/2024	BELGIUM POINTE PETTY CASH	PMCHK00004894	\$504.34
98059	7/15/2024	HOMEBASED PETTY CASH	PMTRX00008101	\$100.00
98060	7/18/2024	ANDERSON, TACKMAN & CO, PLC	PMCHK00004896	\$750.00
98061	7/18/2024	BOD JUNE 2024 CHECK REPORT	PMCHK00004896	\$187.11
98062	7/18/2024	AURORA HEALTH CARE	PMCHK00004896	\$62.00
98063	7/18/2024	BELGIUM POINTE PETTY CASH	PMCHK00004896	\$36.16
98064	7/18/2024	BELLIN BEHAVIORAL HEALTH	PMCHK00004896	\$17,000.00
98065	7/18/2024	BELSON CO.	PMCHK00004896	\$1,150.29
98066	7/18/2024	TASC	PMCHK00004896	\$45.31
98067	7/18/2024	BIGARI HARDWARE, INC.	PMCHK00004896	\$195.14
98068	7/18/2024	CJ GRAPHICS, INC.	PMCHK00004896	\$151.00
98069	7/18/2024	CITY OF NORWAY	PMCHK00004896	\$1,661.24
98070	7/18/2024	ROY & STEPHANIE TURCOTTE	PMCHK00004896	\$44.39
98071	7/18/2024	ST. GEORGE GLASS CO., INC.	PMCHK00004896	\$1,166.52
98072	7/18/2024	RHC CONSULTING	PMCHK00004896	\$321.35
98073	7/18/2024	PINES PETTY CASH	PMCHK00004896	\$110.48
98074	7/18/2024	CIOX HEALTH	PMCHK00004896	\$85.85
98075	7/22/2024	TINA M. ERDLE	PMTRX00008104	\$314.90
98076	7/23/2024	DEBORAH A. WALKER	PMTRX00008106	\$850.19
98077	7/24/2024	ASPIRUS RHINELANDER HOSPITAL	PMCHK00004899	\$9,580.14
98078	7/24/2024	BURCAR TOWING AND RECOVERY, IN	PMCHK00004899	\$85.00
98079	7/24/2024	COHL, STOKER & TOSKEY, P.C.	PMCHK00004899	\$925.40
98080	7/24/2024	L.T. PHARMACARE	PMCHK00004899	\$115.54
98081	7/24/2024	DLP MARQUETTE GENERAL HOSP, LL	PMCHK00004899	\$3,475.00
98082	7/24/2024	MCHS OCCUPATIONAL HEALTH	PMCHK00004899	\$1,757.00
98083	7/24/2024	MENARDS-MARINETTE	PMCHK00004899	\$178.90
98084	7/24/2024	NORTHERN FLOORING AND CARPETS	PMCHK00004899	\$3,591.20

Check Number	Check Date	Vendor Check Name	Audit Trail Code	Amount
98085	7/24/2024	PENINSULA FIBER NETWORK, LLC	PMCHK00004899	\$943.60
98086	7/24/2024	QUALITY WATER SPECIALISTS, INC	PMCHK00004899	\$69.00
98087	7/26/2024	CIOX HEALTH	PMCHK00004901	\$64.28
98088	7/26/2024	HOME DEPOT CREDIT SERVICES	PMCHK00004901	\$3,663.20
98089	7/26/2024	THE WINDSOR CENTER	PMCHK00004901	\$887.00
98090	7/26/2024	LLOYD HOUSE LDHA, LP	PMCHK00004901	\$1,091.00
98091	7/26/2024	PRO TECH LUBE AND WASH, INC.	PMCHK00004901	\$659.83
98092	7/26/2024	U.P. REHAB SERVICES, LLC	PMCHK00004901	\$112.56
98093	7/31/2024	BOYINGTON PETTY CASH	PMCHK00004904	\$13.73
98094	7/31/2024	CITY OF STEPHENSON	PMCHK00004904	\$89.99
98095	7/31/2024	DICKINSON AREA CHAMBER OF COMM	PMCHK00004904	\$285.00
98096	7/31/2024	MENARDS-MARINETTE	PMCHK00004904	\$78.01
ACH561	7/3/2024	AT&T	PMCHK00004889	\$409.62
ACH562	7/3/2024	MEDLINE INDUSTRIES, LP	PMCHK00004889	\$2,038.33
ACH563	7/3/2024	ALERUS FINANCIAL	PMCHK00004889	\$44,523.00
ACH564	7/3/2024	VERIZON WIRELESS	PMCHK00004889	\$6,149.71
ACH565	7/10/2024	VESTIS	PMCHK00004893	\$1,643.32
ACH566	7/23/2024	AT&T	PMCHK00004897	\$232.36
ACH567	7/23/2024	BAUMAN ENGRAVING & SIGNS, INC.	PMCHK00004897	\$8.50
ACH568	7/23/2024	BLUE CROSS BLUE SHIELD OF MICH	PMCHK00004897	\$151,810.94
ACH569	7/23/2024	CHARTER COMMUNICATIONS	PMCHK00004897	\$104.97
ACH570	7/23/2024	FEDERAL EXPRESS	PMCHK00004897	\$24.61
ACH571	7/23/2024	FUELMAN FLEET PROGRAM	PMCHK00004897	\$5,436.06
ACH572	7/23/2024	WE ENERGIES	PMCHK00004897	\$2,473.82
ACH573	7/23/2024	WISCONSIN PUBLIC SERVICE	PMCHK00004897	\$258.54
ACH574	7/23/2024	WISCONSIN PUBLIC SERVICE	PMCHK00004897	\$583.28
ACH575	7/26/2024	GFL ENVIRONMENTAL	PMCHK00004902	\$350.25
ACH576	7/26/2024	GFL ENVIRONMENTAL	PMCHK00004902	\$223.33
ACH577	7/26/2024	GFL ENVIRONMENTAL	PMCHK00004902	\$253.71
ACH578	7/26/2024	GFL ENVIRONMENTAL	PMCHK00004902	\$98.40
ACH579	7/26/2024	QUADIENT FINANCE USA, INC.	PMCHK00004902	\$1,500.00
ACH580	7/26/2024	QUADIENT LEASING USA, INC.	PMCHK00004902	\$692.94
ACH583	7/10/2024	HUNTINGTON NATIONAL BANK	PMPAY00000025	\$18,515.55
AUTOPAY	7/1/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$436.80
AUTOPAY	7/1/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$436.80
AUTOPAY	7/1/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$436.80
AUTOPAY	7/1/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$436.80
AUTOPAY	7/1/2024	EDEN PROPERTY COLLECTIONS, L	PMTRX00008133	\$500.00
AUTOPAY	7/1/2024	FIRST NATIONAL BANK & TRUST	PMTRX00008133	\$537.05
AUTOPAY	7/1/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$632.44
AUTOPAY	7/1/2024	THE GUARDIAN LIFE INSURANCE	PMTRX00008133	\$21,936.99
AUTOPAY	7/2/2024	HEALTH EQUITY, INC.	PMTRX00008133	\$39.15
AUTOPAY	7/5/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$748.91
AUTOPAY	7/5/2024	FIRST BUSINESS SPECIALTY FIN	PMTRX00008133	\$1,243.06
AUTOPAY	7/8/2024	IRON RIVER CO-OP TV	PMTRX00008133	\$160.00
AUTOPAY	7/8/2024	IRON RIVER CO-OP TV	PMTRX00008133	\$331.00
AUTOPAY	7/8/2024	IRON RIVER CO-OP TV	PMTRX00008133	\$425.00

Check Number	Check Date	Vendor Check Name	Audit Trail Code	Amount
AUTOPAY	7/8/2024	TOYOTA FINANCIAL SERVICES	PMTRX00008133	\$478.76
AUTOPAY	7/8/2024	TOYOTA FINANCIAL SERVICES	PMTRX00008133	\$484.59
AUTOPAY	7/8/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$502.48
AUTOPAY	7/8/2024	EMPOWER ANNUITY INSURANCE CO	PMTRX00008133	\$5,671.74
AUTOPAY	7/8/2024	MUNICIPAL EMPLOYEES RETIREME	PMTRX00008133	\$7,649.18
AUTOPAY	7/9/2024	HEALTH EQUITY, INC.	PMTRX00008133	\$1,498.75
AUTOPAY	7/10/2024	UPPER PENINSULA POWER COMPAN	PMTRX00008133	\$8.18
AUTOPAY	7/10/2024	UPPER PENINSULA POWER COMPAN	PMTRX00008133	\$134.28
AUTOPAY	7/10/2024	UPPER PENINSULA POWER COMPAN	PMTRX00008133	\$1,444.25
AUTOPAY	7/15/2024	DTE ENERGY	PMTRX00008133	\$202.92
AUTOPAY	7/15/2024	UPPER PENINSULA POWER COMPAN	PMTRX00008133	\$461.09
AUTOPAY	7/15/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$502.48
AUTOPAY	7/15/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$502.48
AUTOPAY	7/15/2024	FIRST NATIONAL BANK & TRUST	PMTRX00008133	\$2,148.19
AUTOPAY	7/15/2024	EMPLOYEE HEALTH INSURANCE MA	PMTRX00008133	\$34,829.12
AUTOPAY	7/16/2024	DTE ENERGY	PMTRX00008133	\$57.05
AUTOPAY	7/16/2024	DTE ENERGY	PMTRX00008133	\$57.05
AUTOPAY	7/16/2024	DTE ENERGY	PMTRX00008133	\$59.58
AUTOPAY	7/16/2024	TOYOTA FINANCIAL SERVICES	PMTRX00008133	\$599.99
AUTOPAY	7/16/2024	HEALTH EQUITY, INC.	PMTRX00008133	\$4,958.35
AUTOPAY	7/17/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$508.57
AUTOPAY	7/18/2024	DTE ENERGY	PMTRX00008133	\$59.31
AUTOPAY	7/18/2024	DTE ENERGY	PMTRX00008133	\$63.67
AUTOPAY	7/18/2024	DTE ENERGY	PMTRX00008133	\$65.35
AUTOPAY	7/18/2024	DTE ENERGY	PMTRX00008133	\$143.79
AUTOPAY	7/19/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$437.57
AUTOPAY	7/19/2024	MUNICIPAL EMPLOYEES RETIREME	PMTRX00008133	\$7,624.32
AUTOPAY	7/22/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$508.57
AUTOPAY	7/23/2024	WASTE MANAGEMENT OF MICHIGAN	PMTRX00008133	\$198.17
AUTOPAY	7/23/2024	WASTE MANAGEMENT OF MICHIGAN	PMTRX00008133	\$226.99
AUTOPAY	7/23/2024	WASTE MANAGEMENT OF MICHIGAN	PMTRX00008133	\$350.34
AUTOPAY	7/23/2024	HEALTH EQUITY, INC.	PMTRX00008133	\$2,269.61
AUTOPAY	7/25/2024	STATE OF MICHIGAN	PMTRX00008133	\$5.79
AUTOPAY	7/25/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$618.96
AUTOPAY	7/25/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$708.71
AUTOPAY	7/25/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$732.12
AUTOPAY	7/25/2024	STATE OF MICHIGAN	PMTRX00008133	\$3,620.00
AUTOPAY	7/26/2024	FIRST NATIONAL BANK & TRUST	PMTRX00008133	\$4,612.76
AUTOPAY	7/29/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$436.80
AUTOPAY	7/29/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$436.80
AUTOPAY	7/29/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$436.80
AUTOPAY	7/29/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$436.80
AUTOPAY	7/29/2024	EMPOWER ANNUITY INSURANCE CO	PMTRX00008133	\$6,002.24
AUTOPAY	7/30/2024	FORD MOTOR CREDIT COMPANY, L	PMTRX00008133	\$632.44
AUTOPAY	7/30/2024	HEALTH EQUITY, INC.	PMTRX00008133	\$3,243.56
AUTOPAY	7/8/2024	DTE ENERGY	PMTRX00008133	\$73.91
EFT000000002954	7/1/2024	FOREVER FRIENDSHIP DROP-IN CEN	PMCHK00004886	\$9,802.88

Check Number	Check Date	Vendor Check Name	Audit Trail Code	Amount
EFT000000002955	7/1/2024	NORTHCARE NETWORK	PMCHK00004886	\$9,694.15
EFT000000002956	7/1/2024	TEAM WELLNESS CENTER	PMCHK00004886	\$660.00
EFT000000002957	7/3/2024	BRUETTE, EAN	PMCHK00004888	\$144.32
EFT000000002958	7/3/2024	ELSNER, ROBIN	PMCHK00004888	\$176.48
EFT000000002959	7/3/2024	MILDRED HOFER	PMCHK00004888	\$80.00
EFT000000002960	7/3/2024	KRAMER, RALPH L.	PMCHK00004888	\$84.02
EFT000000002961	7/3/2024	ANN MARTIN	PMCHK00004888	\$147.00
EFT000000002962	7/3/2024	WENDY MATTIA	PMCHK00004888	\$53.40
EFT000000002963	7/3/2024	PATRICIA MUELLER	PMCHK00004888	\$326.56
EFT000000002964	7/3/2024	MARI NEGRO	PMCHK00004888	\$52.06
EFT000000002965	7/3/2024	KEVIN PIRLOT	PMCHK00004888	\$163.08
EFT000000002966	7/3/2024	KATHY THOMPSON	PMCHK00004888	\$142.31
EFT000000002967	7/3/2024	WICKMAN, MICHAEL	PMCHK00004888	\$319.19
EFT000000002968	7/10/2024	BIRCHWOOD AFC	PMCHK00004892	\$4,928.56
EFT000000002969	7/10/2024	CORNERSTONE I, INC.	PMCHK00004892	\$7,260.30
EFT000000002970	7/10/2024	CREEKSIDE RESIDENTIAL CARE	PMCHK00004892	\$12,000.00
EFT000000002971	7/10/2024	PROCARE PBM	PMCHK00004892	\$3,451.38
EFT000000002972	7/10/2024	INFANT-PARENT PROGRAM MENTORIN	PMCHK00004892	\$175.00
EFT000000002973	7/10/2024	IPRINT TECHNOLOGIES	PMCHK00004892	\$221.00
EFT000000002974	7/10/2024	LUCIDOC CORPORATION	PMCHK00004892	\$618.00
EFT000000002975	7/10/2024	NORTHERN PINES	PMCHK00004892	\$2,517.20
EFT000000002976	7/10/2024	NORTHCARE NETWORK	PMCHK00004892	\$150.10
EFT000000002977	7/10/2024	NORTHSTAR EAP	PMCHK00004892	\$731.50
EFT000000002978	7/10/2024	PARTNERS IN CARE AFC	PMCHK00004892	\$3,212.44
EFT000000002979	7/10/2024	AMIT RAZDAN, M.D., P.L.	PMCHK00004892	\$19,780.00
EFT000000002980	7/10/2024	SHEPLERS AFC	PMCHK00004892	\$10,500.00
EFT000000002981	7/10/2024	WHISPERING PINES SOUTH	PMCHK00004892	\$18,513.00
EFT000000002982	7/10/2024	WHISPERING PINES WEST	PMCHK00004892	\$32,475.00
EFT000000002983	7/10/2024	STUART T. WILSON, CPA, P.C.	PMCHK00004892	\$1,549.13
EFT000000002984	7/18/2024	ADULT LEARNING SYSTEMS-U.P., I	PMCHK00004895	\$55,007.34
EFT000000002985	7/18/2024	BREEZE AUTO PARTS & SERVICE	PMCHK00004895	\$1,665.78
EFT000000002986	7/18/2024	CAREY CONTRACTING CORPORATION	PMCHK00004895	\$14,764.04
EFT000000002987	7/18/2024	CASE MANAGEMENT OF MICHIGAN, I	PMCHK00004895	\$415.00
EFT000000002988	7/18/2024	CITY OF KINGSFORD	PMCHK00004895	\$423.19
EFT000000002989	7/18/2024	CREEKSIDE RESIDENTIAL CARE	PMCHK00004895	\$12,000.00
EFT000000002990	7/18/2024	THE DRUG STORE	PMCHK00004895	\$1,128.58
EFT000000002991	7/18/2024	PROCARE PBM	PMCHK00004895	\$220.50
EFT000000002992	7/18/2024	EISENHOWER CENTER	PMCHK00004895	\$18,537.60
EFT000000002993	7/18/2024	FOREVER FRIENDSHIP DROP-IN CEN	PMCHK00004895	\$1,329.71
EFT000000002994	7/18/2024	GT INDEPENDENCE	PMCHK00004895	\$6,448.64
EFT000000002995	7/18/2024	HOPE NETWORK BEHAVIORAL HEALTH	PMCHK00004895	\$37,825.93
EFT000000002996	7/18/2024	IPRINT TECHNOLOGIES	PMCHK00004895	\$362.00
EFT000000002997	7/18/2024	IVSCOMM, INC.	PMCHK00004895	\$1,385.00
EFT000000002998	7/18/2024	KUTHA AFC	PMCHK00004895	\$11,327.40
EFT000000002999	7/18/2024	WHISPERING PINES MAPLE GROVE	PMCHK00004895	\$14,717.82
EFT000000003000	7/18/2024	NEWLIN AFC	PMCHK00004895	\$9,084.60
EFT000000003001	7/18/2024	NORTHWOODS LEARNING CENTER, LL	PMCHK00004895	\$3,340.00

Check Number	Check Date	Vendor Check Name	Audit Trail Code	Amount
EFT000000003002	7/18/2024	STUART T. WILSON, CPA, P.C.	PMCHK00004895	\$1,948.23
EFT000000003003	7/18/2024	WILLOW CREEK BEHAVIORAL HEALTH	PMCHK00004895	\$76,569.64
EFT000000003004	7/18/2024	TURNING LEAF BEHAVIORAL HEALTH	PMCHK00004895	\$13,049.80
EFT000000003005	7/18/2024	TRICO OPPORTUNITIES, INC.	PMCHK00004895	\$25,195.51
EFT000000003006	7/18/2024	RESIDENTIAL OPPORTUNITIES, INC	PMCHK00004895	\$57,097.50
EFT000000003007	7/18/2024	AMIT RAZDAN, M.D., P.L.	PMCHK00004895	\$16,790.00
EFT000000003008	7/18/2024	NORTHERN LAKES CMHA	PMCHK00004895	\$87.00
EFT000000003009	7/24/2024	CHARTER COMMUNICATIONS	PMCHK00004898	\$2,249.96
EFT000000003010	7/24/2024	CLEAN KILL PEST CONTROL, INC.	PMCHK00004898	\$75.00
EFT000000003011	7/24/2024	EISENHOWER CENTER	PMCHK00004898	\$21,326.10
EFT000000003012	7/24/2024	GT INDEPENDENCE	PMCHK00004898	\$2,360.73
EFT000000003013	7/24/2024	INSIGHT DIRECT USA, INC.	PMCHK00004898	\$6,221.04
EFT000000003014	7/24/2024	NORTHCARE NETWORK	PMCHK00004898	\$84.00
EFT000000003015	7/24/2024	OFFICE PLANNING GROUP	PMCHK00004898	\$316.16
EFT000000003016	7/24/2024	WILLOW CREEK BEHAVIORAL HEALTH	PMCHK00004898	\$20,083.84
EFT000000003017	7/24/2024	STUART T. WILSON, CPA, P.C.	PMCHK00004898	\$650.46
EFT000000003018	7/26/2024	ADULT LEARNING SYSTEMS-U.P., I	PMCHK00004900	\$52,087.37
EFT000000003019	7/26/2024	BRUETTE, EAN	PMCHK00004900	\$82.88
EFT000000003020	7/26/2024	CAREY CONTRACTING CORPORATION	PMCHK00004900	\$444.80
EFT000000003021	7/26/2024	EDEN PROPERTY COLLECTIONS, LLC	PMCHK00004900	\$1,846.00
EFT000000003022	7/26/2024	PROCARE PBM	PMCHK00004900	\$7,284.11
EFT000000003023	7/26/2024	ELSNER, ROBIN	PMCHK00004900	\$136.48
EFT000000003024	7/26/2024	MILDRED HOFER	PMCHK00004900	\$139.16
EFT000000003025	7/26/2024	IHANDER AFC HOME	PMCHK00004900	\$4,686.50
EFT000000003026	7/26/2024	KRAMER, RALPH L.	PMCHK00004900	\$44.02
EFT000000003027	7/26/2024	ANN MARTIN	PMCHK00004900	\$42.68
EFT000000003028	7/26/2024	WENDY MATTIA	PMCHK00004900	\$53.40
EFT000000003029	7/26/2024	MBM REALTY	PMCHK00004900	\$14,734.67
EFT000000003030	7/26/2024	PATRICIA MUELLER	PMCHK00004900	\$137.82
EFT000000003031	7/26/2024	MARI NEGRO	PMCHK00004900	\$52.06
EFT000000003032	7/26/2024	NORTHCARE NETWORK	PMCHK00004900	\$5,503.21
EFT000000003033	7/26/2024	KEVIN PIRLOT	PMCHK00004900	\$52.06
EFT000000003034	7/26/2024	PLATTE MANAGEMENT AND CONTRACT	PMCHK00004900	\$600.00
EFT000000003035	7/26/2024	WHISPERING PINES SOUTH	PMCHK00004900	\$850.00
EFT000000003036	7/26/2024	KATHY THOMPSON	PMCHK00004900	\$102.31
EFT000000003037	7/26/2024	KINGSFORD HARDWARE, INC.	PMCHK00004900	\$4,185.27
EFT000000003038	7/30/2024	NORTHERN PINES	PMCHK00004903	\$37,581.26
EFT000000003039	7/30/2024	NORTHWOODS LEARNING CENTER, LL	PMCHK00004903	\$2,170.00
EFT000000003040	7/30/2024	WHISPERING PINES SOUTH	PMCHK00004903	\$87,479.56
EFT000000003041	7/30/2024	AMIT RAZDAN, M.D., P.L.	PMCHK00004903	\$16,790.00
EFT000000003042	7/30/2024	STUART T. WILSON, CPA, P.C.	PMCHK00004903	\$1,547.80
Total Checks = 221				\$1,268,758.20

A	Client Room and Board Reimbursement	\$0.00
B	Stakeholder/R Rights/Member Serv Comm Pd Trvl	\$0.00
R	Respite Camp Expense	\$0.00
		<u>\$0.00</u>



CareyDesignBuild
639 Industrial Park Drive
Iron Mountain MI 49801
(906) 774-1381

License:

RECEIVED
MAY 14 2024

Contract Invoice

Invoice#: 10995

Date: 05/10/2024

BY:

Billed To: Northpointe Behavioral Health System
715 Pyle Dr
Kingsford MI 49802

Project: NPB - Kingsford
715 Pyle Dr
Kingsford MI 49802

Due Date: 05/24/2024

Terms: 14DY

Order#

Description	Amount
C.O. #2 New Subway Backsplash	\$444.80 4,572.50

Thank You!



Melius, Jessica

To ☐ Accounts Payable

If there are problems with how this message is displayed, click here to view it in a web browser.

We are only paying for the materials portion of this change order. Luke Carey agreed to cover the \$4K in labor.
PO 104728 has the change order to process payment.

Thank you :)

Jessica Melius
Facilities Director
Northpointe
715 Pyle Drive Kingsford, MI 49802
(906) 221-2631 Cell
jmelius@nbhs.org

A service charge of 1.20 % per annum will be charged on all amounts
overdue on regular statement dates.

Thank you for your prompt payment!

Non-Taxable Amount:	4,572.50
Taxable Amount:	0.00
Sales Tax:	0.00
Amount Due	4,572.50



CareyDesignBuild

639 Industrial Park Drive
Iron Mountain MI 49801
(906) 774-1381

Change Order

Order#: 2

Order Date: 05/09/2024

License:

To: Northpointe Behavioral Health System
715 Pyle Dr
Kingsford MI 49802

Project: 371
NPB - Kingsford
715 Pyle Dr
Kingsford MI 49802

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached ☐

Ordered By:

Customer Order:

Specifications Attached ☐

Description of Work

Amount

Install new white subway backsplash

4,572.50

Notes

This change order is written for doing a new white subway backsplash from top of countertop to the underside of the upper cabinets. Labor & materials included.

This change order does not include painting.

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

4,572.50

The original Contract Sum was	46,681.25
Net change by previous Change Orders	2,990.00
The Contract Sum prior to this Change Order	49,671.25
The Contract Sum will be changed by this Change Order	4,572.50
The new Contract Sum including this Change Order will be	54,243.75
The Contract Time will be changed by	5 Days

Owner: _____ Date: _____

Contractor: _____ Date: _____



CareyDesignBuild
639 Industrial Park Drive
Iron Mountain MI 49801
(906) 774-1381

Change Order

Order#: 2

Order Date: 05/09/2024

License:

To: Northpointe Behavioral Health System
715 Pyle Dr
Kingsford MI 49802

Project: 371
NPB - 2024
715 Pyle Dr
Kingsford MI 49802

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached ☐**Ordered By:****Customer Order:**Specifications Attached ☐

Description of Work	Amount
Tile Labor	4,127.70
Tile Material	444.80

Notes

This change order is written for doing a new white subway backsplash from top of countertop to the underside of the upper cabinets. Labor & materials included.

This change order does not include painting.

Per Luke Carey email 6/5/24, Carey to cover cost of labor. Northpointe is issuing materials payment under PO 104728. - Jessica Melius 6/6/24

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change**4,572.50**

The original Contract Sum was	80,557.05
Net change by previous Change Orders	5,658.75
The Contract Sum prior to this Change Order	86,215.80
The Contract Sum will be changed by this Change Order	4,572.50
The new Contract Sum including this Change Order will be	90,788.30
The Contract Time will be changed by	5 Days

Owner: Jessica Melius Facilities Director, Northpointe BHS

Date: 6/6/2024

Contractor: _____

Date: _____



CareyDesignBuild
639 Industrial Park Drive
Iron Mountain MI 49801
(906) 774-1381

Contract Invoice

Invoice#: 11032

Date: 07/12/2024

License:

Billed To: Northpointe Behavioral Health System
715 Pyle Dr
Kingsford MI 49802

Project: NPB - 2024
715 Pyle Dr
Kingsford MI 49802

Due Date: 08/01/2024

Terms: 14DY

Order#

Description	Amount
Draw #3 Project Substantially Complete	6,214.04

*A service charge of 1.20 % per annum will be charged on all amounts
overdue on regular statement dates.*

Thank you for your prompt payment!

Non-Taxable Amount:	6,214.04
Taxable Amount:	0.00
Sales Tax:	0.00
Amount Due	6,214.04

CONSTRUCTION SERVICES CONTRACT

This agreement is entered this 22th day of May **2024** by and between Carey Design Build (“Carey”) and Northpointe Behavioral Health System (hereinafter “Owner”), of 715 Pile Drive, Kingsford, MI 49801
Cell: 906-221-2631

CONDITIONS

- SCOPE OF WORK:** Carey agrees to perform all necessary work and provide all materials to complete the work described in the Scope of Work. As applicable, Carey agrees to perform the work in substantial compliance with the plans and/or specifications prepared by Carey Design Build and dated 03/07/2023 and located at Northpointe Behavioral Health System Facility Kingsford (The Pines), and Iron River (Boyington Place).
- Any such plans and specifications are incorporated completely herein by reference. The Scope of Work is attached hereto and incorporated completely herein as Exhibit A, which consists of the Specification Sheet and Allowance Summary. Carey is bound to build according to any plans and specifications provided by the owner and Carey will not be responsible for damages that, through no fault of its own, occur when said plans and specifications are defective.
- PAYMENT FOR CONSTRUCTION SERVICES:** In exchange for the completion of the Scope of Work set forth in Exhibit A, Owner agrees to pay to Carey the total sum of Eighty thousand five hundred fifty seven dollars & 05/100 (\$80,557.05) (“the Construction Cost”). A Deposit shall be paid upon execution of this Contract as set forth in Article 4. The balance of the Construction Cost shall be paid by draws distributed to Carey as follows:

Draw #1	\$44,343.00	Payment at signing of contract. <u>Paid 7/7/2023</u>
Draw #2	\$30,000.00	Payment at start of Iron River kitchen. <u>Paid 6/19/24</u>
Draw #3	\$6,214.04 \$6,214.05	Payment when project is substantially complete.

- WORK AND PAYMENT AUTHORIZATION:** Property owner agrees to hire, contract with, and pay Carey to perform all construction services, as set forth above. Property owner authorizes Carey to proceed with the work and understands this agreement is a binding contract obligating the parties.
- DEFAULT:** In the event property owner defaults in any payments which are due and payable for any work performed by Carey, Carey shall have the right to immediately stop work, and file construction liens as it deems appropriate. Carey shall have the right, in addition to all other remedies which otherwise may be available to it, to seek legal redress.

Owner(s)' Initials: JMM

6. **PAYMENT TERMS AND ATTORNEY FEES:** Owner agrees that any invoice for services not paid within thirty (30) days of completion, the balance due shall bear interest under a time differential equal to 1.2 % per month on the unpaid balance until the balance is paid in full. In addition, Property Owners agree to reimburse Carey for any attorney fees and expenses incurred by Carey in attempts to collect any balances due it in the event of any default by Property Owner(s).
7. **EXTRA CHANGES:** Any extra work requested by Owner that is not contained in the Scope of Work shall be requested by Owner in writing and a \$250 change order administration fee will be applied to each said change order. If Owner and Carey agree that Carey shall perform said extra work, Owner and Carey shall execute a Change Order describing the extra work, the cost thereof, and any additional time Carey requires to complete said extra work. Carey shall only perform the extra work after Owner provides Carey with evidence, reasonably acceptable to Carey, that additional funds are available to cover the cost of the extra work. Owner shall pay one-half the cost of the extra work prior to the commencement of said extra work. Owner acknowledges that additional time to complete the Scope of Work may be necessary because of the extra work.
8. **WARRANTY:** Carey shall re-execute any work that fails to conform to the requirements of this Contract that appears during the progress of the work and shall remedy any defects due to faulty materials or workmanship that appear within a period of one (1) year from the date of completion. Owner retains the rights to all Manufacturers' warranties, if any. Manufacturer's warranties, if any, shall replace, supersede and/or take precedence over the Carey's warranty provided herein. No warranty shall apply if the Owner is in default for payment as provided for in this Contract. Carey does not warranty any items for which Owner has supplied materials or for which Owner has supplied any labor.
9. **INSURANCE:** Owner shall procure and maintain "Builder's All-Risk" insurance against any and all loss or damage to any or all of the work performed and/or any or all of the materials delivered to the project site, including, but not limited to, losses caused by fire, theft, weather, vandalism, or to any other cause allowable or permissible under the law. Owner shall procure said insurance in an amount not less than the amount of the Price described in Paragraph 3 above. Owner shall name the Contractor as a "additional interest" under the terms of the insurance policy. Owner shall provide Contractor, upon request, with a copy of the insurance binder or policy, as appropriate, including all declarations pages. Attached to this Contract as Exhibit B is a copy of Contractor's certificate of general liability coverage in an amount not less than Two Hundred and Fifty Thousand Dollars (\$250,000.00). If owner does not or is not willing to supply "Builder All-Risk" insurance, then Carey will procure the insurance coverage and the premium will be included in the bid.
10. **FORCE MAJEURE CLAUSE:** Neither party shall be considered in default of performance of any obligations under this Agreement if such performance is prevented or delayed by Force Majeure. "Force Majeure" shall be understood to be any cause which is beyond the reasonable control of the party affected and which is forthwith, by notice from the party affected, brought to the attention of the other party, including but not limited to war, hostilities, revolution, civil unrest, strike, lockout, epidemic or pandemic, government- ordered restrictions or cessations of activity, embargoes, unforeseeable materials shortages, accident, fire, natural disaster, wind or flood, any requirements of law, or an act or acts of God.

Owner(s)' Initials: 

11. **MISCELLANEOUS:** This is the entire agreement between the parties and comprises all of the terms agreed upon except as may be stated in a dated, written and signed supplement to this agreement. All verbal negotiations, discussions and representations are incorporated into this agreement. This agreement is binding on the legal representatives, heirs, devisees, successors, and assigns of the parties. No term in this agreement can be waived except by a written document signed by the parties. This agreement may be executed in identical counterparts. The parties agree that jurisdiction and venue for interpretation of this agreement shall be in Dickinson County Michigan.
12. **SPECIAL CIRCUMSTANCES – RIGHT OF TERMINATION:** Should there be a rise in the cost of any specified building material or materials, exclusive of any other price changes, that would cause the total contract price to increase by more than \$5,000.00 or 2 (%), Carey shall, before making any additional purchases of specified material or materials, provide to the Owner a written statement expressing the percentage increase of the contract price, the building material or materials in question, and the dollar amount of the price increase to be incurred. The Owner may then, at their own option, terminate the contract by providing within 10 business days both written notice of termination to Carey, and payment to the Carey for all costs expended in performance of the contract to the date of termination, plus payment of a prorated percentage of the Carey's overhead and profits based on the percent of completion. Should both notice of termination and full payment not be forthcoming within 10 business days, as provided herein, Carey shall have the option to terminate the contract, or to proceed with the contract and purchase the specified building materials at the increased price. If termination is elected, Carey shall provide to the Owner a written notice of termination, and the Owner shall be required to pay Carey for all their costs expended in performance of the contract to the date of termination, plus payment of a prorated percentage of the Carey's profits based on the percent of completion. If the Carey elects to proceed on the contract, Carey may then purchase the specified material or materials at the increased price, and the Owner shall be required to pay the increased cost incurred.
13. **AMENDMENTS:** In the event unforeseen conditions are encountered or changes to the work are desired, written, dated and signed agreements with property Owner(s) authorizing Carey to proceed shall be entered between the parties before Carey has any obligation to perform such work. All such Amendments to Agreement shall incorporate the terms of this agreement as if fully set forth herein, by reference, except to the extent of any inconsistency, in which event the terms of the Amendment to Agreement shall apply. Such Amendment to Agreement documents shall identify work performed by Carey for which additional payment shall be made by property owner.
14. **RESIDENTIAL BUILDER OR RESIDENTIAL MAINTENANCE AND ALTERATION CONTRACTOR:** Carey Design Build. is required to be licensed, and is licensed, as a residential builder and a residential maintenance and alteration contractor. Carey Design Build's MI license number is: 2102079460. WI license number 1145541.
15. **CODES:** All work to be done to the applicable building code. However, it is understood and agreed that Carey has no obligation to correct any deficiencies, on any part of the building or work which is not expressly designated to be Carey's responsibility. It is understood and agreed that there are or may be code violations in the building that will be the responsibility of HOMEOWNER or other contractors to repair.

Owner(s)' Initials: JMM

A residential builder or residential maintenance and alteration contractor is required to be licensed under article 24 of the occupational code, 1980 PA 299, MCL 339.2401 to 339.2412. An electrician is required to be licensed under the electrical administrative act, 1956 PA. 217, MCL 338.881 to 338.892. A plumbing contractor is required to be licensed under the state plumbing act, 2002 PA 733, MCL 338.3511 to 338.3569. A mechanical contractor is required to be licensed under the Forbes mechanical contractors act, 1984 PA 192, MCL 338.971 to 338.988.

Carey Design Build

by  date 5/30/2024
Luke Carey, President

Property Owner(s)

by  date 5/29/2024
Facilities Director, Northpointe BHS

Property Owner(s)

by _____ date _____

Owner(s)' Initials: 

**CareyDesignBuild**

639 Industrial Park Drive
Iron Mountain MI 49801
(906) 774-1381

License:

Contract Invoice

Invoice#: 11033

Date: 07/16/2024

Billed To: Northpointe Behavioral Health System
715 Pyle Dr
Kingsford MI 49802

Project: NPB - 2025
715 Pyle Dr
Kingsford MI

Due Date: 07/26/2024**Terms:** 10DY**Order#**

Description**Amount**

Cabinets & Tops Change Order #1

8,550.00

*A service charge of 1.20 % per annum will be charged on all amounts
overdue on regular statement dates.*

Thank you for your prompt payment!

Non-Taxable Amount:	8,550.00
Taxable Amount:	0.00
Sales Tax:	0.00
Amount Due	8,550.00



6/2024 Comparative Income Statement

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 8/27/2024
-

Revision Insight

Document ID:	13740
Revision Number:	0
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	8/27/2024

Revision Note:
No revision note

Northpointe Behavioral Healthcare System

Income Statement - Actual vs. Budget

For the Nine Months Ending Sunday, June 30, 2024 (75% of FY24)

												YTD
	October	November	December	January	February	March	April	May	June	YTD	Fiscal Budget	% of Budget
REVENUE												
Operating Revenue												
Behavioral Health Home	\$6,863	\$8,735	\$7,487	\$6,863	\$8,423	\$8,111	\$7,487	\$7,487	\$8,735	\$70,193	\$70,000	100.%
General Fund	138,831	49,186	(25,868)	58,931	29,813	74,806	67,289	66,494	95,590	555,072	1,000,000	56.%
General Fund Carry Forward	-	-	-	-	-	-	-	-	-	-	59,033	-
Healthy Michigan	181,288	185,617	227,303	257,007	207,884	222,539	238,341	222,558	204,001	1,946,539	1,879,264	104.%
Healthy Michigan Savings	-	-	-	-	-	-	-	-	-	-	600,000	-
Medicaid	1,524,022	1,566,979	1,538,505	1,612,769	1,680,267	1,756,878	1,745,980	1,717,946	1,710,625	14,853,972	18,006,977	82.%
Medicaid Savings	-	-	-	-	-	-	-	-	-	-	675,181	-
MI Health Link Medicare	6,531	4,221	-	4,270	7,091	9,012	3,848	4,334	4,730	44,038	71,562	62.%
Child Foster Care	16,414	-	-	12,178	-	-	6,354	-	-	34,946	100,000	35.%
Child & SED Waiver	8,514	4,257	8,514	4,257	10,642	10,642	10,660	14,926	8,531	80,943	250,000	32.%
Children's Waiver	3,584	3,584	3,584	3,584	3,584	3,584	3,611	3,611	3,611	32,339	40,000	81.%
Therapeutic Foster Care Oregon	7,764	16,315	13,374	9,309	16,734	10,320	10,235	43,898	10,108	138,059	150,000	92.%
OBRA PAS/ARR	1,324	1,398	1,220	244	271	379	1,148	6,955	1,789	14,727	8,000	184.%
Forever Friendship	-	-	-	806	1,335	242	1,257	1,330	1,599	6,569	-	-
Performance Bonus	-	-	-	-	-	-	-	160,932	-	160,932	-	-
E/S Contract Revenue	-	-	-	-	70,959	10,378	11,625	14,985	21,789	129,736	-	-
Resident Revenue	30,446	29,419	29,419	30,185	29,942	29,286	27,761	29,354	30,131	265,942	497,510	53.%
County Appropriations	11,029	-	49,810	24,902	35,936	-	35,931	24,908	-	182,514	243,352	75.%
226A Client Fees & 3rd Party Reimb.	14,980	13,234	17,570	7,749	4,550	5,689	5,222	4,568	5,396	78,958	200,000	39.%
226A Medicare Revenue	232	213	2,357	2,459	6,013	630	1,442	765	2,352	16,464	200,000	8.%
UPHP/HPSA Revenue	2,684	986	408	41	3,812	-	2,649	2,369	3,429	16,378	20,000	82.%
Total Operating Revenue	1,954,506	1,884,144	1,873,683	2,035,554	2,117,256	2,142,496	2,180,840	2,327,420	2,112,416	18,628,321	24,070,879	77.%
Other Income												
Miscellaneous Income	11,071	11,805	21,318	9,034	(37,798)	869	988	430	552	18,268	125,000	15.%
Miscellaneous Grants	536	824	613	(390)	395	395	395	395	395	3,559	10,000	36.%
Endowment Fund Grants	192	-	-	-	-	900	-	-	1,043	2,135	2,910	73.%
Clubhouse Grants	-	-	-	-	-	-	-	-	-	-	6,500	-
Interest Earned	3,238	4,185	12,999	(6,031)	1,422	2,580	2,281	3,429	3,033	27,135	40,000	68.%
Donations & Contributions	-	-	734	11	(300)	-	-	-	-	444	-	-
Gain (Loss) on Disposition of Asset	-	-	-	-	11,723	5,200	-	-	-	16,923	75,000	23.%
Total Other Income	15,037	16,814	35,664	2,624	(24,558)	9,944	3,664	4,254	5,023	68,464	259,410	26.%
TOTAL REVENUE	1,969,543	1,900,958	1,909,347	2,038,178	2,092,698	2,152,440	2,184,504	2,331,674	2,117,439	18,696,785	24,330,289	77.%

Northpointe Behavioral Healthcare System
Income Statement - Actual vs. Budget
For the Nine Months Ending Sunday, June 30, 2024 **(75% of FY24)**

												YTD
	October	November	December	January	February	March	April	May	June	YTD	Fiscal Budget	% of Budget
EXPENSE												
Employee Compensation												
Salaries & Wages	836,066	833,795	837,681	928,152	845,349	862,853	899,507	934,779	837,829	7,816,011	10,726,601	73.%
Overtime Wages	5,421	5,419	3,630	2,672	5,830	2,512	4,723	7,581	8,176	45,963	150,000	31.%
Total Employee Compensation	841,487	839,214	841,311	930,824	851,179	865,365	904,230	942,360	846,005	7,861,974	10,876,601	72.%
Employee Benefits												
Employer Taxes & Unemployment	61,591	61,380	61,868	68,872	62,956	63,972	66,834	71,775	62,502	581,751	827,000	70.%
Pension/Retirement Contributions	83,934	83,610	83,003	88,066	85,188	85,724	78,999	53,739	81,859	724,124	1,184,000	61.%
Health Insurance	138,937	137,959	131,019	145,409	168,349	161,614	173,137	186,638	190,390	1,433,452	1,560,000	92.%
Supplemental Insurance	2,899	3,002	2,957	14,057	14,116	10,630	13,584	14,673	15,952	91,868	240,000	38.%
Compensated Absences	(3,491)	(2,330)	16,530	16,741	7,051	32,616	3,263	11,868	3,852	86,100	55,805	154.%
Other Benefits	895	895	948	948	952	952	957	952	948	8,445	3,500	241.%
Total Employee Benefits	284,765	284,516	296,325	334,093	338,612	355,508	336,774	339,645	355,503	2,925,740	3,870,305	76.%
Board/Stakeholder Expenses												
Board Member Travel	710	476	450	996	729	641	396	539	888	5,827	8,800	66.%
Board Member Per Diem	820	580	720	2,004	840	740	1,198	400	800	8,102	14,200	57.%
Board Member Other Expenses	677	480	480	480	480	820	3,774	1,077	480	8,749	6,500	135.%
Stakeholders Committees	295	-	375	-	338	-	338	-	465	1,811	4,300	42.%
Total Board/Stakeholders Expenses	2,502	1,536	2,025	3,480	2,387	2,201	5,706	2,016	2,633	24,489	33,800	72.%
Operating Expenses												
Accounting/Audit/Pension Services	-	-	-	-	-	13,438	-	-	-	13,438	13,000	103.%
Accreditation	3,800	-	-	-	-	-	539	-	1,095	5,434	5,000	109.%
Advertising	86	-	-	160	-	55	(30)	-	-	272	15,000	2.%
Amortization Expense	18,052	18,052	17,745	17,745	17,745	18,448	18,516	18,516	18,516	163,332	215,000	76.%
Consulting Services	484	8,084	-	2,218	7,334	315	2,587	7,483	321	28,826	600,000	5.%
Depreciaiton Expense	18,733	18,018	18,018	20,188	20,188	19,595	19,595	21,029	21,112	176,478	220,000	80.%
Dues/Publications/Public Relations	1,177	925	1,419	1,536	1,305	987	1,189	1,789	1,502	11,829	35,000	34.%
Enhanced Pharmacy	1,049	1,213	1,199	1,215	1,147	1,296	950	1,250	1,267	10,586	24,577	43.%
Equipment Purchases	4,484	1,025	1,986	10,753	3,311	5,111	1,221	8,941	6,961	43,793	25,000	175.%
Information Technology	27,109	30,392	12,869	25,497	27,479	29,349	20,522	17,574	23,118	213,907	250,000	86.%
Interest Expense	5,747	4,080	4,004	3,797	3,745	4,393	4,619	3,962	4,026	38,375	58,202	66.%
Legal Fees	8,320	-	501	29,060	-	12,600	181	61	925	51,649	65,000	79.%
Liability/Worker's Comp Insurance	6,212	6,212	6,212	11,837	11,837	11,837	20,607	10,900	10,900	96,553	143,124	67.%
Page 59 of 60 Downloaded by 13740 Revision 0 24/03/2024												
Northgate Behavioral Healthcare System	-	-	-	-	24,336	-	-	24,336	-	73,008	75,000	97.%

Northpointe Behavioral Healthcare System
Income Statement - Actual vs. Budget
For the Nine Months Ending Sunday, June 30, 2024 (75% of FY24)

												YTD
	October	November	December	January	February	March	April	May	June	YTD	Fiscal Budget	% of Budget
Newlin Residential Home	9,487	9,085	9,387	9,387	8,782	9,387	9,085	9,387	9,085	83,072	90,000	92.%
Northcare Access	11,846	205	-	-	(1,604)	-	-	-	-	10,447	13,000	80.%
Northwoods Learning Center	9,035	7,700	6,028	11,645	7,355	7,848	9,605	9,800	8,758	77,773	85,000	91.%
Occupational Therapy Services	-	92	313	-	-	-	-	838	113	1,356	-	-
Other Contracted Services	5,133	5,157	4,977	7,616	6,054	19,243	22,471	16,622	7,421	94,695	50,000	189.%
Partners In Care Residential Home	-	-	-	-	5,451	4,103	3,324	3,458	3,212	19,549	62,000	32.%
Psychiatry Services	50,905	37,950	37,950	45,713	42,090	40,480	43,010	43,010	40,275	381,383	-	-
Psychology Services	-	-	660	-	-	-	880	-	-	1,540	-	-
Residential Opportunities	36,115	34,950	36,115	36,115	33,785	68,932	63,255	58,385	57,098	424,749	500,000	85.%
Respite Care	8,179	5,560	3,086	5,219	3,699	6,266	6,260	5,029	7,036	50,334	125,000	40.%
Schlaud Residential Home	5,868	5,546	5,868	5,899	-	-	-	-	-	23,181	23,181	100.%
Sheplers Residential Home	-	-	-	-	-	11,200	10,500	10,850	10,500	43,050	-	-
TRICO Opportunities	30,675	28,905	24,320	30,468	26,942	26,265	26,199	27,173	25,196	246,144	350,000	70.%
Turning Leaf	10,543	10,203	10,543	10,543	9,863	10,543	18,743	19,368	13,050	113,400	150,000	76.%
Whispering Pines (Northern Pines)	-	4,381	4,600	3,341	21,643	2,923	29,523	3,630	14,189	84,230	55,000	153.%
Whispering Pines (West)	33,558	32,475	33,558	33,558	31,393	33,558	32,475	33,558	32,475	296,605	350,000	85.%
Whispering Pines (South)	22,142	20,930	21,170	21,656	31,676	16,029	51,597	16,029	69,031	270,260	375,000	72.%
Whispering Pines (Maple Grove)	15,208	14,718	14,227	15,208	14,227	15,208	14,718	15,208	14,718	133,441	150,000	89.%
Victorian Acres Residential Home	15,820	29,600	29,800	31,000	29,000	30,200	31,080	32,550	32,970	262,020	75,000	349.%
Total Contracted Services	475,479	462,819	447,186	485,357	473,076	513,576	588,466	516,794	594,736	4,557,493	5,358,181	85.%
TOTAL EXPENSE	1,992,754	1,904,517	1,837,997	2,020,652	2,060,261	2,161,658	2,134,777	2,184,825	2,122,459	18,419,910	24,330,290	76.%
NET PROFIT (LOSS)	(\$23,211)	(\$3,559)	\$71,350	\$17,526	\$32,437	(\$9,218)	\$49,727	\$146,849	(\$5,020)	\$276,875	-	-



6/2024 Income Statement

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 8/27/2024
-

Revision Insight

Document ID:	13741
Revision Number:	0
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	8/27/2024

Revision Note:
No revision note

Northpointe Behavioral Healthcare System
Income Statement - Actual vs. Budget
For the Nine Months Ending Sunday, June 30, 2024 **(75% of FY24)**

	June	YTD	Prior YTD	Fiscal	Fiscal	YTD Actual
	Actual	Actual	Actual	Budget	Variance	% of Budget
REVENUE						
<i>Operating Revenue</i>						
Behavioral Health Home	\$8,735	\$70,193	\$42,404	\$70,000	\$193	100.%
General Fund	95,590	555,072	456,199	1,000,000	(444,928)	56.%
General Fund Carry Forward	-	-	-	59,033	(59,033)	-
Healthy Michigan	204,001	1,946,539	1,647,569	1,879,264	67,274	104.%
Healthy Michigan Savings	-	-	-	600,000	(600,000)	-
Medicaid	1,710,625	14,853,972	14,150,247	18,006,977	(3,153,005)	82.%
Medicaid Savings	-	-	-	675,181	(675,181)	-
MI Health Link Medicare	4,730	44,038	40,265	71,562	(27,524)	62.%
Child Foster Care	-	34,946	61,421	100,000	(65,054)	35.%
Child & SED Waiver	8,531	80,943	87,853	250,000	(169,057)	32.%
Children's Waiver	3,611	32,339	27,743	40,000	(7,661)	81.%
Therapeutic Foster Care Oregon	10,108	138,059	72,308	150,000	(11,941)	92.%
OBRA PAS/ARR	1,789	14,727	7,164	8,000	6,727	184.%
Forever Friendship	1,599	6,569	-	-	6,569	-
Performance Bonus	-	160,932	-	-	160,932	-
E/S Contract Revenue	21,789	129,736	-	-	129,736	-
Resident Revenue	30,131	265,942	272,649	497,510	(231,568)	53.%
County Appropriations	-	182,514	182,513	243,352	(60,838)	75.%
226A Client Fees & 3rd Party Reimb.	5,396	78,958	75,367	200,000	(121,042)	39.%
226A Medicare Revenue	2,352	16,464	32,265	200,000	(183,536)	8.%
UPHP/HPSA Revenue	3,429	16,378	-	20,000	(3,622)	82.%
<i>Total Operating Revenue</i>	<i>2,112,416</i>	<i>18,628,321</i>	<i>17,155,967</i>	<i>24,070,879</i>	<i>(5,442,559)</i>	<i>77.%</i>
<i>Other Income</i>						
Miscellaneous Income	552	18,268	61,391	125,000	(106,732)	15.%
Miscellaneous Grants	395	3,559	2,302	10,000	(6,441)	36.%
Endowment Fund Grants	1,043	2,135	110	2,910	(775)	73.%
Clubhouse Grants	-	-	-	6,500	(6,500)	-

Northpointe Behavioral Healthcare System
Income Statement - Actual vs. Budget
For the Nine Months Ending Sunday, June 30, 2024 **(75% of FY24)**

	June	YTD	Prior YTD	Fiscal	Fiscal	YTD Actual
	Actual	Actual	Actual	Budget	Variance	% of Budget
Interest Earned	3,033	27,135	16,468	40,000	(12,865)	68.%
Donations & Contributions	-	444	-	-	444	-
Gain (Loss) on Disposition of Asset	-	16,923	58,828	75,000	(58,077)	23.%
<i>Total Other Income</i>	<i>5,023</i>	<i>68,464</i>	<i>139,099</i>	<i>259,410</i>	<i>(190,946)</i>	<i>26.%</i>
TOTAL REVENUE	2,117,439	18,696,785	17,295,066	24,330,289	(5,633,504)	77.%
EXPENSE						
<i>Employee Compensation</i>						
Salaries & Wages	837,829	7,816,011	7,317,376	10,726,601	(2,910,590)	73.%
Overtime Wages	8,176	45,963	70,620	150,000	(104,037)	31.%
<i>Total Employee Compensation</i>	<i>846,005</i>	<i>7,861,974</i>	<i>7,387,996</i>	<i>10,876,601</i>	<i>(3,014,627)</i>	<i>72.%</i>
<i>Employee Benefits</i>						
Employer Taxes & Unemployment	62,502	581,751	528,896	827,000	(245,249)	70.%
Pension/Retirement Contributions	81,859	724,124	789,861	1,184,000	(459,876)	61.%
Health Insurance	190,390	1,433,452	1,194,385	1,560,000	(126,548)	92.%
Supplemental Insurance	15,952	91,868	28,343	240,000	(148,132)	38.%
Compensated Absences	3,852	86,100	100,377	55,805	30,296	154.%
Other Benefits	948	8,445	1,386	3,500	4,945	241.%
<i>Total Employee Benefits</i>	<i>355,503</i>	<i>2,925,740</i>	<i>2,643,248</i>	<i>3,870,305</i>	<i>(944,565)</i>	<i>76.%</i>
<i>Board/Stakeholder Expenses</i>						
Board Member Travel	888	5,827	6,009	8,800	(2,973)	66.%
Board Member Per Diem	800	8,102	6,840	14,200	(6,098)	57.%
Board Member Other Expenses	480	8,749	5,085	6,500	2,249	135.%
Stakeholders Committees	465	1,811	1,201	4,300	(2,489)	42.%
<i>Total Board/Stakeholders Expenses</i>	<i>2,633</i>	<i>24,489</i>	<i>19,135</i>	<i>33,800</i>	<i>(9,312)</i>	<i>72.%</i>
<i>Operating Expenses</i>						
Accounting/Audit/Pension Services	-	13,438	12,576	13,000	438	103.%
Accreditation	1,095	5,434	5,000	5,000	434	109.%
Advertising	-	272	13,560	15,000	(14,728)	2.%
Amortization Expense	18,516	163,332	137,680	215,000	(51,668)	76.%

Northpointe Behavioral Healthcare System
Income Statement - Actual vs. Budget
For the Nine Months Ending Sunday, June 30, 2024 **(75% of FY24)**

	June	YTD	Prior YTD	Fiscal	Fiscal	YTD Actual
	Actual	Actual	Actual	Budget	Variance	% of Budget
Consulting Services	321	28,826	55,673	600,000	(571,174)	5.%
Depreciation Expense	21,112	176,478	185,469	220,000	(43,523)	80.%
Dues/Publications/Public Relations	1,502	11,829	13,050	35,000	(23,171)	34.%
Enhanced Pharmacy/Medical	1,267	10,586	7,509	24,577	(13,992)	43.%
Equipment Purchases	6,961	43,793	4,817	25,000	18,793	175.%
Information Technology	23,118	213,907	216,560	250,000	(36,093)	86.%
Interest Expense	4,026	38,375	43,409	58,202	(19,827)	66.%
Legal Fees	925	51,649	7,278	65,000	(13,351)	79.%
Liability/Worker's Comp Insurance	10,900	96,553	115,769	143,124	(46,571)	67.%
Medicaid Drawdown	-	73,008	71,274	75,000	(1,992)	97.%
Medical Records Fees	70	1,198	-	-	1,198	-
Office Supplies & Postage	1,025	22,276	43,688	35,000	(12,724)	64.%
Operating Supplies	11,899	86,846	260,486	275,000	(188,154)	32.%
Other Expenses	1,734	11,362	-	-	11,362	-
Professional Fees	6,208	43,485	40,684	62,500	(19,015)	70.%
Property Tax	-	1,141	11,425	25,000	(23,859)	5.%
Rent - Equipment	-	3,631	2,335	5,000	(1,369)	73.%
Rent - Facilities	1,737	15,143	11,069	15,000	143	101.%
Repairs & Maintenance	19,812	123,365	189,749	250,000	(126,635)	49.%
Staff Development	2,919	19,628	25,319	35,000	(15,372)	56.%
Staff Expenses	5,088	26,418	7,958	20,000	6,418	132.%
Staff Travel	4,791	35,303	41,246	90,000	(54,697)	39.%
Telephone/Internet/TV	7,843	91,010	83,667	120,000	(28,990)	76.%
Utilities	8,593	75,966	102,053	140,000	(64,034)	54.%
Vehicle Gas/Repairs/Maintenance	10,069	78,355	72,968	110,000	(31,645)	71.%
<i>Total Operating Expenses</i>	<i>171,531</i>	<i>1,562,607</i>	<i>1,782,271</i>	<i>2,926,403</i>	<i>(1,363,797)</i>	<i>53.%</i>
<i>Inpatient Services</i>						
State/County Inpatient	7,769	86,099	73,048	65,000	21,099	132.%
Local Inpatient	144,282	1,401,508	888,029	1,200,000	201,508	117.%

Northpointe Behavioral Healthcare System
Income Statement - Actual vs. Budget
For the Nine Months Ending Sunday, June 30, 2024 **(75% of FY24)**

	June	YTD	Prior YTD	Fiscal	Fiscal	YTD Actual
	Actual	Actual	Actual	Budget	Variance	% of Budget
<i>Total Inpatient Services</i>	<i>152,051</i>	<i>1,487,607</i>	<i>961,077</i>	<i>1,265,000</i>	<i>222,606</i>	<i>118.%</i>
<i>Contracted Services</i>						
Adult Learning Systems	107,095	557,660	526,607	700,000	(142,340)	80.%
Bedford Specialized Care	-	24,566	26,178	35,000	(10,434)	70.%
Birchwood Residential Home	4,929	50,482	57,861	70,000	(19,518)	72.%
Bylerly Enterprises	-	77,990	86,948	170,000	(92,010)	46.%
Cornerstone	7,260	66,311	126,381	160,000	(93,689)	41.%
Creekside Residential Home	24,000	219,200	218,400	300,000	(80,800)	73.%
Eisenhower Center	39,864	347,185	322,689	500,000	(152,815)	69.%
Forever Friendship	10,299	72,965	77,100	100,000	(27,035)	73.%
Hope Network	37,826	355,630	455,731	600,000	(244,370)	59.%
Ihander Residential Home	4,687	38,926	31,926	45,000	(6,074)	87.%
Intermediary Fees	2,322	23,153	24,635	40,000	(16,847)	58.%
Kutha Residential Home	11,327	106,196	140,675	180,000	(73,804)	59.%
Local Match MRS Contracted Services	-	-	5,227	5,000	(5,000)	-
Newlin Residential Home	9,085	83,072	73,617	90,000	(6,928)	92.%
Northcare Access	-	10,447	94,027	13,000	(2,553)	80.%
Northwoods Learning Center	8,758	77,773	-	85,000	(7,228)	91.%
Occupational Therapy Services	113	1,356	47,226	-	1,356	-
Other Contracted Services	7,421	94,695	68,688	50,000	44,695	189.%
Partners In Care Residential Home	3,212	19,549	-	62,000	(42,451)	32.%
Psychiatry Services	40,275	381,383	391,017	-	381,383	-
Psychology Services	-	1,540	1,025	-	1,540	-
Residential Opportunities	57,098	424,749	383,250	500,000	(75,251)	85.%
Respite Care	7,036	50,334	93,539	125,000	(74,666)	40.%
Schlaud Residential Home	-	23,181	54,276	23,181	-	100.%
Sheplers Residential Home	10,500	43,050	-	-	43,050	-
TRICO Opportunities	25,196	246,144	284,466	350,000	(103,856)	70.%
Turning Leaf	13,050	113,400	90,041	150,000	(36,600)	76.%

Northpointe Behavioral Healthcare System
Income Statement - Actual vs. Budget
For the Nine Months Ending Sunday, June 30, 2024 **(75% of FY24)**

	June	YTD	Prior YTD	Fiscal	Fiscal	YTD Actual
	Actual	Actual	Actual	Budget	Variance	% of Budget
Whispering Pines (Northern Pines)	14,189	84,230	76,277	55,000	29,230	153.%
Whispering Pines (West)	32,475	296,605	284,504	350,000	(53,395)	85.%
Whispering Pines (South)	69,031	270,260	163,236	375,000	(104,740)	72.%
Whispering Pines (Maple Grove)	14,718	133,441	126,978	150,000	(16,559)	89.%
Victorian Acres Residential Home	32,970	262,020	-	75,000	187,020	349.%
<i>Total Contracted Services</i>	<i>594,736</i>	<i>4,557,493</i>	<i>4,332,525</i>	<i>5,358,181</i>	<i>(800,687)</i>	<i>85.%</i>
TOTAL EXPENSE	2,122,459	18,419,910	17,126,252	24,330,290	(5,910,381)	76.%
NET PROFIT (LOSS)	(\$5,020)	\$276,875	\$168,814	-	\$276,877	-



6/2024 Balance Sheet

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 8/27/2024

Revision Insight

Document ID:	13742
Revision Number:	0
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	8/27/2024

Revision Note:
No revision note

Northpointe Behavioral Healthcare System
Comparative Balance Sheet
As of Sunday, June 30, 2024 **(75% of FY24)**

	YTD June 2024	Prior YTD June 2023
ASSETS		
<i>Cash & Cash Equivalents</i>		
Petty Cash	\$1,205.00	\$1,256.00
Cash in Bank	5,111,345.86	4,379,970.46
Investments	726,925.64	692,980.42
<i>Total Cash & Cash Equivalents</i>	<i>5,839,476.50</i>	<i>5,074,206.88</i>
<i>Accounts Receivable</i>		
Forever Friendship	1,487.70	-
Miscellaneous	26,426.55	84,795.34
Resident Rent	3,169.50	-
State Block Grants	62,750.24	28,389.82
NorthCare Advances	1,412,797.17	1,427,050.45
<i>Total Accounts Receivable</i>	<i>1,506,631.16</i>	<i>1,540,235.61</i>
<i>Prepaid Assets</i>		
Prepaid Expenses	265,589.80	242,676.77
Prefunded HRA/FSA/RX	150,800.00	211,700.00
Security Deposits	3,350.00	2,500.00
<i>Total Prepaid Assets</i>	<i>419,739.80</i>	<i>456,876.77</i>
<i>Property, Plant, & Equipment</i>		
Tangible Fixed Assets	3,914,266.18	3,801,552.44
Accumulated Depreciation	(2,741,052.81)	(2,673,006.27)
<i>Net Property, Plant, & Equipment</i>	<i>1,173,213.37</i>	<i>1,128,546.17</i>
<i>Intangible Assets</i>		
Leases & Subscriptions	988,987.71	889,325.65
Accumulated Amortization	(892,041.65)	(675,191.95)
<i>Net Intangible Assets</i>	<i>96,946.06</i>	<i>214,133.70</i>
TOTAL ASSETS	\$9,036,006.89	\$8,413,999.13
LIABILITIES & EQUITY		
<i>Current Liabilities</i>		
Accounts Payable	\$792,750.27	\$556,510.79
Due to Forever Friendship	2,928.84	-
Payroll Liabilities	453,838.00	360,827.86
Compensated Absences	582,142.73	564,806.65
Pharmacy Insurance	34,829.12	24,131.87
Supplemental Insurance	-	(255.31)
Pension & Retirement	63,872.23	81,147.25
Credit Cards	20,767.29	-
Due to/from Color Walk	(1,299.03)	(1,721.50)

Northpointe Behavioral Healthcare System
Comparative Balance Sheet
As of Sunday, June 30, 2024 **(75% of FY24)**

	YTD	Prior YTD
	June 2024	June 2023
Deferred Revenue	84,787.17	74,775.86
SSI/SS	-	(137.31)
<i>Total Current Liabilities</i>	<i>2,034,616.62</i>	<i>1,660,086.16</i>
<i>MDHHS Liabilities</i>		
Crossover Payments	21,188.97	19,827.74
General Fund Advance	1,892,065.36	1,583,406.94
Due to/from Northcare (Medicaid)	1,032,882.43	434,091.47
Due to/from Northcare (HMP)	520,993.79	1,519,283.24
<i>Total MDHHS Liabilities</i>	<i>3,467,130.55</i>	<i>3,556,609.39</i>
<i>Long Term Liabilities</i>		
Leases	75,653.32	231,097.87
Subscriptions	19,673.96	-
Long Term Debt	804,412.17	796,679.02
<i>Total Long Term Liabilities</i>	<i>899,739.45</i>	<i>1,027,776.89</i>
TOTAL LIABILITIES	6,401,486.62	6,244,472.44
<i>Equity</i>		
Retained Earnings	2,357,643.38	2,003,629.64
Net Profit (Loss)	276,876.89	168,812.18
TOTAL EQUITY	2,634,520.27	2,172,441.82
TOTAL LIABILITIES & EQUITY	\$9,036,006.89	\$8,416,914.26



6/2024 Funding Source Summary

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Approvals

- Committee Approval: Board of Directors approved on 8/27/2024
-

Revision Insight

Document ID:	13743
Revision Number:	0
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	8/27/2024

Revision Note:
No revision note

Funding Source Summary Through 6/30/24

MEDICAID (State Plan, B-3, DHIP, HSW)	
	NPBH
Allocation	16,045,989.50
MHL Medicare	216,376.09
ISF Abatement	-
SS/SSI-Resident Revenue	265,941.95
Total Revenue	16,528,307.54
Expenses (incl 1st/3rd Party, MHL)	(15,095,804.66)
Mcaid Surplus (Shortage)	1,432,502.88
Surplus as a % of Allocation	8.93%
Lapse	-
Reallocation within Region	-
Prior Year Medicaid Savings	-
Mcaid Surplus (Shortage) after Reallocation	1,432,502.88

GENERAL FUND SUMMARY	
	NPBH
Current Year - Operations/Categorical	904,243.00
Prior Year GF Carry Forward	-
First/Third Party Collections	-
Other redirects	-
Local redirect	-
Total Revenue	904,243.00
GF Operations/Categorical	(555,071.74)
State Services	-
Injectable medications	-
Total Expenses	(555,071.74)
GF Surplus / (Deficit) Local	349,171.26
Surplus (Deficit) as a % of Total Revenue	38.61%

HEALTHY MICHIGAN	
	NPBH
Allocation	1,280,587.21
Total Expenses	(1,946,538.51)
Healthy Michigan Surplus (Shortage)	(665,951.30)
Surplus as a % of Allocation	0.00%
Prior Year HMP Savings	-
HMP Surplus (Shortage) with Savings	(665,951.30)

BEHAVIORAL HEALTH HOME	
Revenue	70,495.05
Expense	(83,168.93)
BHH Surplus/(Deficit) - redirected to Local	(12,673.88)

MEDICAID SUMMARY	
Medicaid Surplus (Shortage)	1,432,502.88
Healthy Michigan Surplus (Shortage)	(665,951.30)
Medicaid Over/(Under) Funded	766,551.58

LOCAL SUMMARY	
	NPBH
County Appropriations	182,514.00
Section 226(a) Funding	111,685.32
Other Revenue (Savings)/Endowment fund	67,720.52
Performance Bonus	160,931.63
Total Revenue	522,851.47
Expenses	(233,300.72)
Redirects from/(to) Other Fund Sources	(12,673.88)
Total Local Expenses	(245,974.60)
Local Surplus / (Deficit)	276,876.87
Surplus as a % of Total Revenue	52.96%
RECONCILIATION	
Local Surplus / (Deficit) per FSR	276,876.87
Financial Statement Profit/(Loss)	276,877.00
Difference due to rounding on FSR	(0.13)



Board Bylaws Markup

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Revision Insight

Document ID:	13774
Revision Number:	0
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	9/3/2024

Revision Note:
This document is for reference only and has the changes in red text. the actual document is up for approval 9/19/2024 with updates to the per diem pay for Board members.



Northpointe Board of Directors Bylaws

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/3/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Revision Insight

Document ID:	11288
Revision Number:	1
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	No revision official date

Revision Note:

Update Board member pay to \$50 per day and \$75 when a meeting is longer that 4 hours. Removing the multi-meeting pay as it is not allowable by MDHHS Administrative Manual. Was reviewed as the first meeting 8/15/2024 and ready for approval with 2/3 board vote 9/19.



DocID: 11288
Revision: 1
Status: Pending Committee Approval
Department: Board of Directors
Manual(s):

Bylaws : Northpointe Board of Directors Bylaws

MISSION STATEMENT

Improve the lives of those we serve through hope and empowerment

VISION STATEMENT

A belief in potential; a right to dream; an opportunity to achieve

ARTICLE I: NAME

The name of this Board shall be Northpointe Behavioral Healthcare Systems Board of Directors. Northpointe Behavioral Healthcare System (hereinafter designated as "Northpointe"), a Community Mental Health Services Program (CMHSP), is a public governmental entity (hereinafter designated as "Authority") established under [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), as amended (hereinafter designated "Code") and enabling resolutions adopted by the duly elected legislative bodies of the counties of Dickinson, Iron, and Menominee, State of Michigan (hereinafter designated "Counties") in the [Interlocal Agreement](#). This Authority is governed by the Northpointe Board of Directors (hereinafter designated "Board") as appointed by the respective county boards of commissioners in accordance with [Michigan's Mental Health Code, P.A. 258, Public Act of 1974](#).

ARTICLE II: PURPOSE

The purpose of the Northpointe Behavioral Healthcare Systems Board of Directors shall be to implement the provisions of [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), as from time to time amended, and promote and provide related mental health services consistent with the provisions of said act within the geographic area of Dickinson, Iron, and Menominee counties.

ARTICLE III: BOARD POWERS AND DUTIES

- A. The individuals served are the focus of all Board, Chief Executive Officer (CEO), and staff efforts.
- B. The Board shall have all the rights, powers, duties and obligations set forth in the [Mental Health Code, 1974 PA 258](#), as amended, and shall include but not be limited to the following powers and duties:
 1. The Board shall oversee the provision of behavioral health services to the citizens of the three counties without regard to religion, race, color, national origin, age, gender, height, weight, sexual preference, marital status or handicap, inability to pay, and those services shall be safeguarded by [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#) and other laws.
 2. Annually examine and evaluate the mental health needs of Menominee, Dickinson and Iron counties and the public and nonpublic service necessary to meet those needs;
 3. Appoint a CEO of the Authority who shall meet standards of training and experiences established by Michigan Department of Health and Human Services (MDHHS) and who serves at the pleasure of the Board;
 - a. The CEO is responsible for the administration of the Authority and for implementing the directives of the Board.
 - i. The CEO implements the policies and reports to the Board.
 - ii. The CEO and/or his/her designee has the authorization to sign contracts as authorized by the Board.
 - b. The terms and conditions of employment shall be set forth in an employment contract between the CEO and the Authority.
 - c. Should the CEO become incapacitated in his/her role or take a leave of absence from the position, the Board shall discuss the need for appointment of an interim CEO taking action as determined to be appropriate.
 - d. Should the CEO leave employment unexpectedly, the Board shall conduct a search for a replacement CEO.
 4. The Board sets the direction and policies to serve as guidelines within which the CEO shall conduct the operations of the Authority as identified in the [Policies, Standard Operating Procedures, and Forms Policy](#).
 - a. All policies shall be presented to the Board for review and approval at least annually or when changes in policy occur.
 5. Creates and maintains the mission, vision, and core values of the organization;
 6. Recruits members that are representative of Northpointe's culture who will represent the populations being served as advocates for the needed resources to carry out the mission of the organization;
 7. Ensures compliance with all applicable legal and regulatory requirements;
 8. Reviews and approves an annual [Strategic Plan](#);
 9. Reviews and approves the budget for the program as specified by MDHHS and [Northpointe's Budget Policy](#);
 10. Enters into contracts, including contracts for the purchase or delivery of mental health services, with private or public agencies or entities ([Northpointe's Provider Network Selection and Analysis Policy](#));
 11. Oversees financial responsibilities as identified in [Michigan's Mental Health Code, P.A. 258, Public Act of 1974](#), MDHHS contractual obligations, and Michigan Department of Treasury [Uniform Accounting Procedures Manual for Counties and Local Units of Government in Michigan](#) such as:
 - a. To acquire ownership, custody, operation, maintenance, lease or sale of real or personal property, subject to any limitation on the payment or funding therefore now or subsequently imposed by the [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), as amended;
 - b. To dispose of, divide, and distribute any real property acquired following applicable policies and procedures;
 - c. To purchase and procure goods following [Northpointe's Purchasing and Procurement Policy](#);
 - d. To accept gifts and make claims for federal or state grants, assistance, funds or bequests;
 - e. Ensure that state and local contributions and all other funds received are handled and banked directly by the CEO or other official designated by the CEO who has the duty to ensure that the funds are banked and accounted for consistent with requirements of the laws for local governmental units;
 - f. To invest, when required, surplus funds or proceeds of grants, gifts or bequests in state approved depositories or investments with prior Board approval ([Northpointe's Investments Policy](#));
 - g. To submit to each Board of Commissioners a request for county funds to support the program as set forth in [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), Article XII Interlocal Agreement. Such request shall be in the form and at the time determined by each Board of Commissioners.
 - h. Take action to secure private, federal and other public funds as the Board determines necessary to help support the program;

- i. To make claims for federal or state aid payable to service recipients or the Board;
 - j. To incur debts, liabilities, or obligations subsequent to January 1995, subject to any limitations thereon, which are now or hereafter imposed by the law and that do not constitute the debts, liabilities, or obligations of the creating counties;
 - k. To fix and collect charges, rates, rents or fees where appropriate and promulgate rules and regulations for their enforcement.
12. Employs staff - An employee of a community mental health authority is not a county employee. The community mental health authority is the employer with regard to all laws pertaining to employee and employer rights, benefits, and responsibilities.
 13. To enter litigation as necessary;
 14. Reviews and evaluates the quality, effectiveness, and efficiency of services being provided by the program:
 - a. The Board shall be provided with monthly reports based upon the [Financial Management Reporting Policy](#) including the Financial and Funding Source Reports and other pertinent reports to assist in making informed decisions.
 - b. [Quality Improvement Program Policy](#) with quarterly reporting of the [Outcomes and Performance Indicators Report](#) and the [Plan of Correction Monitoring Report](#);
 - c. The Recipient Rights Report as identified in the [Recipient Rights System Policy](#);
 - d. [CEO Report](#) as determined necessary by the Board.
 15. Reviews and evaluates the quality, effectiveness and efficiency of the CEO, Board, and individual members annually;
 16. Ensures regional, state and/or national mental health boards provide Board members a comprehensive report of their meetings.

ARTICLE IV: BOARD MEMBERSHIP

- A. The membership of the Board shall be constituted in accordance with [Michigan's Mental Health Code, P.A. 258, Public Acts of 1974](#), Chapter 2, Sections 212, 214, 219, and 222(2)(5).
 1. The Board shall consist of 12 members divided among the counties in proportion to each county's population.
 2. At least 1/3 of the membership shall be primary service recipients or family members, and of that 1/3 at least 2 members shall be primary service recipients.
 3. All Board members shall be 18 years of age or older.
 4. Not more than 4 members of the Board may be county commissioners, and not more than half of the total Board members may be state, county, or local public officials.
 5. Terms of office shall be three (3) years from April 1st of the year of appointment as required by the Mental Health Code (330.224).
- B. **Appointments to the Board**
 1. Made by the local county board of commissioners;
 2. The county places an advertisement for Board members and then decides based on the applicant's qualifications.
 3. Within ten (10) days of being appointed by the county board of commissioners, each must qualify by taking the oath of civil officers at his/her respective county clerk office. This oath also must be taken for each reappointment.
 4. Vacancies shall be filled in the same manner as original appointments.
 5. A Board member may resign or retire at any time.
 6. Any Board member may be removed by the appointing county board for neglect of duty or misconduct in office, after being given a written statement of charges and an opportunity to be heard thereon, either in person or by counsel.
- C. **Qualifications**
 1. The Board of Directors shall be representative of primary and secondary service recipients of mental health services, providers of services, and the general public.
 2. A Board member shall have his/her place of residence in the county he/she represents.
 3. Neither an employee of MDHHS nor an employee of the Authority shall be appointed to serve on the Board.
- D. **Indemnification of Board Members**
 1. The Authority shall procure proper insurance coverage for the members of the Board. The cost of such coverage shall be borne by the Authority.
 2. In addition, the Authority shall indemnify, hold harmless, and defend any and all Board members for any claims, suits, or other legal administrative actions that involve said Board members in a matter related to their actions or conduct as a member of this Board.

ARTICLE V: BOARD OFFICERS

- A. **Elections**
 1. Board officers shall be elected every April and include the chairperson, vice chairperson, and secretary/treasurer. The Board may also elect such other officers of the Authority as it may deem necessary from time to time.
 - a. The chairperson shall preside at all governance meetings of the Board and together with the secretary, the chairperson shall execute all documents of the Authority. The chairperson shall be responsible for monitoring attendance and if a member has two (2) consecutive unexcused absences, the chairperson shall contact the absent Board member. The chairperson shall notify the respective county commissioner for four (4) consecutive unexcused absences for removal from duties.
 - b. The vice-chairperson shall act in the absence of the chairperson.
 - c. The secretary/treasurer shall sign approved minutes of each Board meeting, ensure the financial policies are routinely carried out by Northpointe employees, and report financial statements to the Board of Directors.
 - d. A Parliamentarian shall be appointed by the chairperson to provide guidance regarding the conduct of a meeting based upon Scott Foresman Roberts Rules of Order Newly Revised.
 2. The Board may, from time to time, designate other duties of the officers named herein - Such other duties must be reduced to writing and approved by the Board.
- B. **Vacancy**
 1. In the event of a Board officer vacancy, the chairperson shall appoint a replacement officer for the remainder of the term.

ARTICLE VI: COMMITTEE MEMBERSHIP

- A. **Appointment**
 1. The chairperson shall appoint members with Board approval to the following committees annually in April or whenever a vacancy occurs:
 - a. Recipient Rights Advisory Committee - Two (2) members;
 - b. NorthCare Board of Directors - Three (3) Northpointe Board members as representatives and one (1) alternate;
 - i. All per diems and travel are the responsibility of the NorthCare governing entity per their policies and procedures.
 - ii. Northpointe Board members, who are representatives on the NorthCare Board of Directors, are encouraged to provide a verbal or written report to the Northpointe Board following a NorthCare Board meeting they have attended.
 - c. Great Lakes Rural Mental Health - One (1) representative;
 - d. Quality Improvement Committee - One (1) representative.

ARTICLE VII: BOARD MEMBER DUTIES

- A. A Board member shall abide by the defined roles and responsibilities and should not become involved in the day-to-day operation of the Authority including issues/concerns generally handled by a manager or the management team and any diagnostic and treatment decisions of the staff.
- B. **Confidentiality**
1. Board members shall follow policy regarding privacy and [Service Recipient Confidentiality](#).
- C. **Orientation and Training**
1. All new Board members shall complete an initial orientation.
 2. Board members shall participate in the following training:
 - a. Ethics and Corporate Compliance
 - b. Health Insurance Portability and Accountability Act (HIPAA) Security
 - c. NorthCare Purpose and Benefit Plan
 - d. Person Centered Planning
 - e. Recipient Rights, Privacy and Confidentiality
 3. Educational opportunities are provided through a variety of means such as monthly board meetings, board association conferences, annual regional meetings, emails, and self-study using Boardworks DVDs.
- D. **Conferences**
1. Each Board member will have an equal opportunity to attend mental health conferences at full or partial Authority expense as the budget permits.
 2. The Board chairperson shall be empowered to authorize Board member attendance at Michigan Association of Community Mental Health Board meetings as delegates and/or alternate delegates without prior approval of the Board.
 3. Board members are encouraged to provide a verbal or written report to the Board following the conference/meeting he/she attended.
- E. **Meeting Attendance**
1. It is the duty of each Board member to attend all meetings of the Board and any others to which the member has been appointed.
 2. Board members are responsible to notify Northpointe's administrative assistant should they not be able to attend a scheduled meeting of the Board. This will be documented as an excused absence. If no notification is received, this will be documented as an unexcused absence. The time of late arrival or early departure from any scheduled meeting shall be recorded in the minutes.
 3. The Ad Hoc Committee Chairperson shall report to the Board chairperson any member who has consistently experienced frequent absences, late arrivals or early departures from scheduled meetings. The Board shall determine whether such frequent experiences constitute enough cause for removal from the membership or "neglect of duty" as defined above.
- F. **Code of Ethics**
1. The Board members adhere to [Northpointe's Code of Ethics](#) and shall:
 - a. Respect the opinions of fellow Board members;
 - b. Respect and support the majority decisions of the Board;
 - c. Recognize that all authority is vested in the Board when it meets in legal session and not with individual Board members;
 - d. Keep well informed of developments that are relevant to issues that may come before the Board;
 - e. Participate actively in Board meetings and actions;
 - f. Call to the attention of the Board any issues that he/she believes will have an adverse effect on the organization or those served;
 - g. Attempt to interpret the needs of those represented to the organization and interpret the actions of the organization to those represented;
 - h. Refer complaints to the proper level on the chain of command;
 - i. Recognize that the Board member's job is to ensure that the organization is well managed, not to manage the organization;
 - j. Represent all constituents and not a particular geographic area or special interest group;
 - k. Consider oneself a "trustee" of the organization and do one's best to ensure that the organization is well maintained, financially secure, growing and always operating in the best interest of those served.
 - l. Always work to learn more about the Board member's job and how to do the job better;
 - m. Declare any conflicts of interest between one's personal life and one's position on the Board and avoid voting on issues that appear to be a conflict of interest as defined in Board policies;
 - n. As a member of the Northpointe Board of Directors, he/she shall not:
 - i. Be critical, in or outside the Board meeting, of fellow Board members or their opinions;
 - ii. Use the organization or any part of the corporation for personal advantage or the personal advantage of friends or relatives;
 - iii. Discuss the confidential proceedings of the Board outside the Board meeting;
 - iv. Promise prior to a meeting how he/she will vote on any issue in the meeting;
 - v. Interfere with the duties of the CEO or undermine the CEO's authority.
- G. **Conflict of Interest**
1. The Board member shall adhere to Northpointe's [Conflict of Interest Policy](#) and he/she shall make full disclosure to the Board of potential conflicts in accordance with the provisions of this Board's Code of Ethics.
 2. Any such disclosure shall become part of the record of the Authority's proceedings.
 3. The following designated situations shall constitute a conflict of interest. Other situations may exist, or occur, which create potential conflict of interest. Board members may not:
 - a. Apply for any employment positions at the Authority while serving on the Board (if application is to be made, Board member shall submit letter of resignation prior to making such application);
 - b. Use his/her position as a Board member to gain financial, professional or employment advantage, either directly or indirectly, personally or for a relative, associate and/or friend, or on behalf of a relative, associate and/or friend;
 - c. Use his/her position, individually, to gain information concerning service recipients and/or staff;
 - d. Should conflict of interest situations be suspected, complaints shall be addressed in writing to the Board chairperson for appropriate resolution.
- H. **Complaints, Issues, or Concerns**
1. Complaints, issues, and/or concerns communicated to Board members outside of Board meetings which the Board member identifies as needing to be addressed shall be handled as follows:
 - a. Board members may submit the complaint, issue, or concern to the Board chairperson and CEO.
 - b. The CEO shall delegate to the appropriate director or supervisor to contact the complainant for investigation and resolution in a timely fashion.
 - c. Board members shall be notified that the issue has been forwarded on and when resolution has been obtained.
 - d. Board members shall be informed of the resolution.
- I. **Problem Resolution**
1. Step #1 - Board members shall attempt to resolve issues as they arise amongst themselves and utilize this formal procedure only when deemed necessary.
 2. Step #2 - A Board member with a problem/concern shall complete the [Board Member Problem Resolution](#) form and deliver it to the CEO and/or Board chairperson in a timely manner.
 - a. The Board will convene a Problem Resolution Committee comprised of two (2) Board officers and the CEO.
 - i. The two Board officers will be based on the hierarchy of officers (chairperson; vice-chairperson; secretary; treasurer) excluding any officer who may be involved in the problem resolution process.
 - ii. The committee will make every effort to settle the concern.
 - iii. The CEO and/or chairperson shall notify the Board of the resolution and send a copy of the form to the Board secretary for filing.
 3. Step #3 - If the concern is not resolved in Step 1 and 2, the concern shall be presented to the full Northpointe Board of Directors for discussion and voting on the resolution of the problem/concern.

ARTICLE VIII BOARD OPERATIONS

A. Board Bylaws

1. Bylaws shall be reviewed and approved by the Board annually and when a revision is requested.
2. Amendments may occur at any regular meeting of the Board provided that the amendment has been submitted in writing at the previous regular meeting.
3. A change in the bylaws requires a 2/3 vote of the Board members appointed and serving.

B. Board Meetings

1. Regular Board of Director's Meetings are scheduled twice a month and shall meet no less than once per month.
2. For any business to be conducted at either a regularly scheduled or a Board special meeting of the Board, a quorum must be in attendance. With a board consisting of 12 members, a quorum will be 7 members.
 - a. In the event the administrative assistant has received notification from Board members that indicates the threshold for a quorum would not be met, the meeting or committee meeting of the Board will be canceled due to lack of a quorum. Remaining Board members will be notified of the cancellation and notice will be posted at each principal location on exterior entrances and on the website that the meeting has been canceled due to lack of a quorum. This notice will be stored with the Board meeting minutes.
3. All meetings shall be conducted in accordance with the current edition of Scott Foresman Roberts Rules of Order and/or any state or federal law.
4. A meeting of the Board shall not be held unless public notice is given in accordance with the Open Meetings Act (OMA).
 - a. All notices must contain the time and location of the meeting, name of the public body, address, and telephone number and shall be posted at the principal office in each county and on the website.
 - b. If there is a change in the schedule of regular meetings, it shall be posted within three (3) days after the meeting at which the change is made. Public notice shall state the date, time, and place of the rescheduled meeting(s).
 - c. Public notice for a public meeting shall be posted at Northpointe's principal office and any other location considered appropriate by the public body.

C. Special Meetings

1. The chairperson is authorized to hold a special meeting of the Board at any time he/she deems necessary. Further, one-third (1/3) of the Board members may, at any time, by written request addressed to the chairperson call for a special meeting of the Board.
 - a. A special meeting of the Board will be for the sole purpose of addressing only the item(s) for which the meeting was called.
 - b. Notice of a special meeting of the Board must be posted at least 18 hours before the meeting, and such notice must state the date, time and place of the meeting.

D. Emergency Meetings

1. Emergency meetings may be held without 18-hour notice but only if the public health, safety, or welfare is imminently and severely threatened.

E. Ad Hoc Committee Meetings

1. Ad hoc committees deemed necessary will be formed at the pleasure of the Board, appointed by the chairperson, and utilized only during the period of need. The full Board can opt to have a work session instead of forming an ad hoc committee.
 - a. An ad hoc committee is established to accomplish a task, and when the goal/objective has been met the committee ceases to exist.
 - b. The number of Board members appointed by the Board to the ad hoc committee shall not be more than five (5).
 - c. If a Board member chooses to observe at an ad hoc committee meeting, he/she shall not be counted as part of the quorum and shall be considered "public."

F. Meeting Attendance via Electronic Communication

1. Public bodies may hold wholly or partially electronic meetings by telephonic or video conferencing in accordance with [Public Act 228 of 2020](#).

G. Meeting Agenda

1. All members shall have a written agenda prior to each meeting which is prepared by the administration.
 - a. The first part of the meeting conducted by the chairperson shall be the consent agenda, per Scott Foresman Roberts Rules of Order, containing action items to be approved without discussion or individual motions. A Board member may request to have any item listed in the consent agenda removed for discussion which will be moved to the discussion portion of the agenda.
 - b. The "New Business" part of the meeting shall be conducted by the CEO or his/her delegate in the CEO's absence. This section will have new business for discussion only.
 - i. These items can be forwarded to the next regular meeting for action or stay in "New Business" for more discussion and/or information as directed by the consensus of the Board.
 - ii. To remove an item from being a discussion only item to an action item, a Board member must make a motion to do so, followed by a second, with a roll call vote of the full Board requiring a unanimous decision. The newly created action item is then voted on.
2. The Board shall ensure that persons who wish to address the Board have a reasonable opportunity to be heard and at the same time allow the Board to conduct its meetings efficiently and properly. The Open Meetings Act shall be enforced including the following measures:
 - a. Northpointe encourages large groups to have one spokesperson.
 - b. The speaker shall be as brief as possible, with five minutes as a maximum limit per person.
 - c. There shall be two (2) periods set aside during each meeting, one at the beginning and the other at the end, specifically identified for public comment. The first public comment period shall be on agenda items only.
 - d. Board members do not engage with members of the public in response to public comments. This would include commenting on public comments during the Board Comment portion of the agenda.
 - e. The Board chairperson may exclude any person who is breaching the peace of its meetings.

H. Meeting Minutes

1. All meetings shall be documented by a meeting recorder, and the recording secretary shall adequately document the proceedings of the Board meetings.
2. Minutes must include at minimum, date, time, place, members present, members absent, and any decision made at the meeting open to the public and the purpose/purposes for which a closed session was held.
3. The minutes must include all roll call votes and all other votes shall include a tally of the votes with the dissenting members identified.
4. Meeting minutes shall be a summary and not a transcription of meeting details.
5. Board member's prepared written or oral statements shall not be attached or transcribed into the meeting minutes.
6. Closed session minutes shall be made available at the end of the closed session. These minutes shall be printed for review by the members and then approved once the meeting returns to open session. All copies of these minutes shall be immediately returned to the board secretary for disposal.
7. The preservation timetable for open meeting tapes and/or notes shall be one month or until the meeting minutes have been officially approved by the Board, whichever is later.
8. The preservation timetable for closed meeting tapes and/or notes shall be consistent with the Open Meetings Act requirements for closed meetings, i.e., one year and one day.

I. Voting

1. There shall be no absentee or proxy voting at any meeting of the Board.
2. Each Board member is entitled to one (1) vote.
3. Unless otherwise specified or as may be required by law, all resolutions or actions of the Board of Directors shall require a majority vote of the Board or quorum that is in attendance.

ARTICLE IX: COMPENSATION OF BOARD MEMBERS

A. This section applies to appointed/elected members, who are not paid staff, of Northpointe's Board of Directors, Recipient Rights Advisory Committee, Service Recipient Advisory Groups and other committees that meet on a regular basis (at least quarterly).

1. Board members shall be reimbursed for meeting time plus necessary travel expenses for each regularly scheduled meeting attended due to Board responsibility and committee assignment. This includes Board sanctioned conferences, workshops, and meetings pertinent to Northpointe.

B. Per Diem

1. Northpointe shall provide a per diem payment to appointed/elected members of the Board of Directors, committees of the Board, advisory committees, and ad hoc committees.
2. **Members shall be paid directly a per diem of \$50.00 per day. If the meeting(s) exceed four (4) hours, the per diem will be \$75.00 per day.**
3. Each member is required to provide Northpointe's Financial Department with their social security number.
4. Each member is required to sign a meeting "sign-in" sheet for each meeting attended and include round trip miles traveled to qualify for payment.

C. Conference Per Diem and Travel

1. Mileage is paid according to [Northpointe's Reimbursement of Business Expenses Policy](#) for members' personal automobile used during the course of Northpointe business.
2. All air travel must be arranged through Northpointe.
3. Meal allowances are paid at the approved rate.
4. Conference per diem shall be at the regular \$60.00 per day rate.
5. All travel reimbursement vouchers must be submitted to the Northpointe's Financial Department for approval.

Document ID	11288	Document Status	Pending Committee Approval
Department	Board of Directors	Department VP/Director	Cescolini, Jennifer
Document Owner	Cescolini, Jennifer	Next Review Date	
Original Effective Date	02/10/2022		
Revised	[02/10/2022 Rev. 0]		
Reviewed	[02/16/2023 Rev. 0]		

Board Member Problem Resolution Form
 Act 267 of 1976
 Mental Health Code, 1974 PA 258,
 All Staff CEO Report
 Budget
 Code of Ethical Practices
 Confidentiality and Disclosure
 Conflict of Interest
 Investments
 Michigan's Mental Health Code, P.A. 258, Public Acts of 1974
 Northpointe Interlocal Agreement 10-26-94
 Plan of Correction Monitoring
 Policies, Standard Operating Procedures, and Forms
 Provider Network Selection and Analysis
 Public Act 228 of 2020
 Purchasing and Procurement
 Quality Improvement Program
 Recipient Rights System
 Reimbursement of Business Expenses
 Reports
 Strategic Plan FY23
 Uniform Accounting Procedures Manual for Counties and Local Units of Government in Michigan
 contractual obligations

Attachments:
(REFERENCED BY THIS DOCUMENT)

Other Documents:
(WHICH REFERENCE THIS DOCUMENT)

Recipient Rights Advisory Committee

Paper copies of this document may not be current and should not be relied on for official purposes. The current version is in Lucidoc at

<https://lucidocs.nbhs.org?returnto=%2Fcgi%2Fdoc-gw.pl%3Fref%3Dnbhs%3A11288%241>.



Northcare MiChoice Memo

Disclaimer

PDF DISCLAIMER LEGAL NOTICE: This PDF was requested on 9/24/2024 and will be made available in the Lucidoc application until midnight on the requested day. PDFs should not be used as official documentation. Contents of official documents are subject to change without notice. Lucidoc makes no representation or warranty whatsoever regarding the completeness, accuracy, "up-to-dateness", or adequacy of the information or materials contained herein. Please refer to Lucidoc for the most up to date information.

CONFIDENTIALITY LEGAL NOTICE: This PDF may contain confidential information and is intended solely for the addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction, or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender and permanently delete this file.

Revision Insight

Document ID:	13832
Revision Number:	0
Owner:	Jennifer Cescolini, CHIEF EXECUTIVE OFFICER
Revision Official Date:	9/6/2024

Revision Note:
memo regarding mchoice and services for information only.

NorthCare Network

1230 Wilson Street
Marquette, Michigan 49855

Re: MI Choice Waiver

Action Required: Cease duplication of services with MI Choice Waiver beneficiaries

MI Choice Waiver is a freedom of choice waiver. In accordance with 42 CFR §431.151, a beneficiary may select any willing and qualified provider to furnish waiver services included in the service plan unless the state has received approval to limit the number of providers under the provisions of §1915(b) or another provision of the Act.

MI Choice Waiver covers many of the same services covered in the Behavioral Health and Developmental Disabilities chapter of the Medicaid Provider Manual. The following are listed in the MI Choice Waiver application and the MI Choice Waiver section of the Medicaid Provider Manual. [DEPARTMENT OF HEALTH & HUMAN SERVICES \(michigan.gov\)](http://DEPARTMENT OF HEALTH & HUMAN SERVICES (michigan.gov)) They are also referenced on the MI Choice Waiver Crosswalk document. [PDN Transition Waiver.pdf \(michigan.gov\)](http://PDN Transition Waiver.pdf (michigan.gov))

- Adult Day Health
- Assistive Technology
- Chore Services
- Community Health Worker
- Community Living Supports
- Community Transportation
- Counseling
- Environmental Accessibility Adaptations
- Fiscal Intermediary
- Goods and Services
- Home Delivered Meals
- Nursing Services
- Personal Emergency Response System
- Private Duty Nursing/Respiratory Care
- Residential Services
- Respite
- Specialized Medical Equipment and Supplies
- Supports Brokerage
- Supports Coordination
- Training
- Vehicle Modifications

Before enrolling in MI Choice Waiver, beneficiaries must be provided information about the various waiver programs accessible under Medicaid. It is required that beneficiaries are also informed of the waiver's limitations and that they shall only be enrolled in one long-term services and supports

Customer Service: 888-333-8030 or (906) 225-7254

Admin. Fax: (906) 232-1070 Clinical Fax: (248) 406-1287 SUD Fax: (248) 406-1286
www.northcarenetwork.org



waiver program at a time, per the Medicaid Provider Manual MI Choice Waiver Chapter Section 2.2A.

Long Term Services and Supports services are considered to include at least the following:

- Care coordination
- Chore services
- Community living supports
- Home delivered meals
- Home modifications
- Nursing services
- Personal emergency response system
- Respite services

Per the 1115 Pathway to Integration waiver, the following are listed as LTSS services:

LONG TERM SERVICES & SUPPORTS 1115 Pathway to Integration Waiver (michigan.gov)	Associated CPT/HCPCS Codes applicable
Respite	H0045 (Out-of-Home Setting) S5150 (Unskilled caregiver, "family friend") S5151 (In-Home Setting) T1005 (15 minutes)
Community Living Supports	H2015 (Unlicensed Setting) H2016 (Licensed Residential Setting)
Private Duty Nursing	S9123 (Registered Nurse, Hour) S9124 (Licensed Practical Nurse, Hour) T1000 (RN or LPN, 15 minutes)
Supported Integrated Employment	H2023
Out of Home Non-Vocational Rehab	H2014
Goods & Services	T5999
Environmental Modification	S5165
Supports & Service Coordination	T1017
Enhanced Pharmacy	T1999
Personal Emergency Response (PERS)	S5160 (Installation and testing) S5161 (Service fee, per month, excludes installation and testing)
Community Transition Services	T2038
Enhanced Medical Equipment & Supplies (including vehicle modification)	E1399 (Durable Medical Equipment) S5199 (Personal Care Items) T2028 T2029 T2039 (Vehicle Mod)
Family Training	G0177 (Family Education Groups) S5110 (Family Psycho-Education Skills Workshop) S5111 (Home care training; family)

	T1015 (Family Psycho-Education, Joining)
Non-Family Training	S5116
Specialty Therapies (Music, Art, Massage, etc.)	G0176 (Music, Art, Recreation Therapy) 97124 (Massage) 97530 (Therapeutic Activities)
Children Therapeutic Foster Care	S5140 (age 11 and older) S5145
Therapeutic Overnight Camping	T2036
Transitional Services	T2038
Fiscal Intermediary	T2025
Prevocational Services	T2015

Community Mental Health Services Programs (CMHSPs) should not duplicate or supplant services available to the beneficiary in the MI-Choice Waiver. For everyone identified who is enrolled in the MI-Choice Waiver, NorthCare expects all CMHSPs to meet with beneficiaries and their guardians to review service provision from their CMHSP and the services provided by UPCAP, the MI Choice Waiver provider. MI Choice Waiver is required to provide medically necessary services covered by the waiver to beneficiaries. CMHSPs must link and coordinate MI Choice Waiver beneficiaries and guardians to their MI Choice Waiver lead to discuss the pros and cons of maintaining the waiver or discontinuing the waiver. It is the beneficiary's choice to decide if the MI Choice Waiver is the most appropriate method to meet their needs.

Services duplicated by the CMHSP and/or available on the MI-Choice Waiver must be reviewed by the CMHSP in collaboration with the beneficiary and direct action to eliminate the duplication. For any changes in services, person centered planning must be utilized and for changes that result in an adverse action, a Notice of Adverse Benefit Determination (ABD) must be provided. Each ABD must contain the required elements and needs to be beneficiary specific, written at a 6.9 reading level, and **clearly** explaining the reason for decision.

CMHSPs may choose to be a provider for UPCAP and enter into a contract if desired. However, these contracts will be considered enterprise activities and not subject to cost settlement by Specialty Behavioral Health Medicaid funding provided by NorthCare. Doing this would require EMR logic changes, so if any CMHSP is considering this, please notify NorthCare as soon as possible.

A secure email was sent via ELMER for potentially impacted cases at each CMHSP. NorthCare staff will be available for consultation.