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Committee Minutes : Board of Directors - February 20, 2025

Board Meeting Information	
Meeting Date: 02/20/2025	**Meeting Location:** Iron River Office 703 Second Ave, Iron River, MI 49935
Meeting Time: 4:39 PM	
Meeting Called to Order:	• W. Mattia officially called meeting to order at 4:30 PM

Board Member Roll Call:

- Vanessa Bal, Executive Assistant conducted roll call:

Board Member	Present		Absent	
	Onsite	Remote*	Excused	Unexcused
Mari Negro			X	
Robin Elsner			X	
Millie Hofer			X	
Kevin Pirlot	X			
Kathy Thompson	X			
Ann Martin			X	
Victoria Jakel	X			
Ean Bruette	X			
Patricia Mueller	X			
Michael Wickman	X			
Glenn Sartorelli	X			
Wendy Mattia	X			
*Remote participation per request for reasonable accommodations under ADA				

Pledge of Allegiance

- The Pledge of Allegiance was recited by all

Representing Administration:

- Brent Johnson
- Erin Kusz
- Kellie Davis
- Karen Thompson - Remote

Public Comment:

Discussion: W. Mattia opened the floor for Public Comment.

- Sarah B., former NBHS employee made comment about her expierence while working for the agency and her termination from the agency.

Approval of the Agenda:

Discussion: W. Mattia asked for Approval of the Agenda

Motion By:	K. Pirlot motioned to approve agenda the agenda as submitted
Supported By:	M. Wickman
All in Favor:	Yes
Outcome:	Motion carried to approve the agenda

Approval of the Minutes:

Discussion: W. Mattia asked for a motion to approve the meeting minutes from the February 6, 2025 Board Meeting.

Motion By:	P. Mueller motioned to approve the February 6, 2025Board Meeting Minutes.
Supported By:	G. Sartorelli
All in Favor:	Yes
Outcome:	Motion carried to approve the February 6, 2025 Meeting Minutes.

Presentation:	Discussion: CEO candidates introductions
	• Board was provided with S. McGovern's powerpoint presentation
	• M. Padget provided presentation via zoom
	  ◦ Introduced herself
	  ◦ Discussed her education and experience
	  ◦ Went through inititives for NBHS if selected as CEO

CEO Report:	Discussion: B. Johnson reviewed CEO Report with group.
	• Personnel Committee met to interview two candidates
	  ◦ Three interviews were initally scheduled, but the third candidate requested they be removed for consideration of position
	  ◦ Any questions that Board members would like asked during the second interview in March should be provided to J. Martin, as she will be running the interview.
	• Discussed decision to archive "Donation of Sick Leave" policy at Leadership meeting
	  ◦ Policy has been challenging to manage and to determine how to utilize
	  ◦ If there was a request for an urgent situation, it would be brought to Board for detemination
	• Iron River school based team is fully staffed
	  ◦ School based intern will be attending parenting fair in March
	• Northcare wage analysis has been completed and provided to NBHS
	  ◦ Descrepencies were found. Discussed briefly at CEO meeting
	  ◦ Send to regional finance team to see what the implications would be if the recommended changes were made.
	• Earned Sick Time Act (ESTA)
	  ◦ Have met to discuss changes that ESTA would have. Decided to make minimal changes at this time.
	  ◦ Policies will require revisions and then be submitted to Board
	  ◦ ESTA is going to require that for every 30 hours an employee works, they gain one hour of sick time
	• Dr. Razdan's contract
	  ◦ Reached out to other agencies to get information about what their rates are for their Medical Director/Psychiatrist
	  ◦ Have more discussion about contract at next meeting
	  ◦ Contract is in place until 2027
	  ◦ B. Johnson brought to Board because when looking at the compensation schedule it says the first three years there will be a 3% COLA increase added to it. For years four, five, and six it would go to Board for COLA increase.
	  ▪ 2023 was the last time Dr. Razdan recieved an increase
	  ▪ Did not take COLA that was provided by Board recently and did not take retention payment
	  ◦ P. Mueller asked when comparing Dr. Razdan's contract with other CMHs if B. Johnson was also looking at underlying responsibilities
	  ▪ Based on disucssion with other CEOs, Medical Directors are in very high demand.
	  ◦ B. Johnson to provide contract to Board members

Approval of the Consent Agenda:	Discussion: No items on consent agenda for approval
Old Business:	Discussion: No Old Business to discuss
New Business Action Items:	Discussion: Approval to make two Stakeholders Renewal Applications action items **Motion By:** K. Pirlot motioned to make the Stakeholders Renewal Applications an action item

Supported By:	P. Mueller
Outcome:	Motion carried to make Stakeholders Renewal Applications an action item

Roll Call Vote	**Vote**	
	Yes	**No**
Michael Wickman	X	
Ean Bruette	X	
Kathy Thompson	X	
Kevin Pirlot	X	
Patricia Mueller	X	
Victoria Jakel	X	
Glenn Sartorelli	X	
Wendy Mattia	X	

Outcome:	Motion carried

Motion By:	P. Mueller motioned to approve the Stakeholders Renewal Applications
Supported By:	M. Wickman
All in Favor:	Yes
Outcome:	Motion carried to approve Stakeholders Renewal Applications

New Business:

Discussion: No new business to discuss

New Business Financial:

Discussion: K. Davis discussed revisions to financial documents

- After final adjustments and working with the CEO of Northcare, there was a slight reduction in local revenue: about $2,000
  - Had to republish financial statements effective 9/30/2024 before FY24
  - Reduction ensured that Medicaid reconsiliation was tied out
  - Impacted income statement - revenue decreased
- Retained earnings transfers to October and November balance sheets
  - Can see same decrease of $2,072
  - Did not impact income statement so those were not reissued
- December Financials
  - 25% to budget
  - Will see amendments to budget next month
- Adding over $27,000 to retained earnings
- $17,000 over medicaid funded
  - Not in deficent yet
  - Healthy MI still running under
- General Funds revenue: surplus of $75,000
  - 25% of outpatient left
- Income in Behavioral Health Home
  - Added just over $2,900 to income for the month

Discussion: W. Mattia commented that it is difficult at times to follow financials.

- K. Davis to provide printed financials at meetings to be able to point out areas she is discussing for Board memebers to follow along

Discussion: K. Pirlot asked if Board wanted to approve financials at this meeting since there were a lot of them

Motion By:	K. Pirlot motioned to make the New Business Financials an action item
Supported By:	E. Bruette
Outcome:	Motion carried to make New Business Financials an action item

Roll Call Vote	**Vote**	
	Yes	**No**
Victoria Jakel	X	
Patricia Mueller	X	
Michael Wickman	X	
Kevin Pirlot	X	
Ean Bruette	X	
Glenn Sartorelli	X	
Kathy Thompson	X	
Wendy Mattia	X	

Outcome:	Motion carried

New Business: Policies with No Changes

- Advanced Directives and Plan for Difficult Times
- Behaviroal Health Home Service
- Clinical Record Quality Assurance Review

Discussion: Move to consent agenda

New Business: Policies with Minor Changes

- IT Artifical Intelligence (AI) Procedure
- IT Artificial Intelligence

Discussion: Policy Ad Hoc wanted to see this Policy and Procedure go through Board review since it is new

- A. Lindeman attending security conference and had the opportunity to sit down with one of the speakers. He brought up how we were in the process of building a Policy/procedure in regards to AI. Took a lot of speakers feedback when creating documents. Instructing staff that the only AI products that they can use are very specific ones and need to be vetted by IT. Instructed that PHI does not get inputted into AI.

Discussion: Move to consent agenda

Miscellaneous Reports

Northcare Board Meeting:

- There is still no agreement on the DHS contract with Northcare
- Currently, all PIHP meetings have been cancelled
- Any conversations about contracts have been shut down going forward

Policy Ad Hoc:

- No updates

Personnel Committee Update:

- Everyone that applied for position that was not selected was sent a letter
- Will be done with first rounds of interview by next week. Would like to schedule second interview with Board soon after
- Members agreed on 6 March 2025 @ 4:30 in the Kingsford office
- If a member is not able to attend, they can watch via zoom but cannot participate in decision making

	Northcare Board Meeting • Next meeting is 12 February 2025 **Compliance Report:** • K. Thompson wanted to know if the person that left last February quit or if they were fired ◦ K. Dewitt said that would be part of HR reporting, not compliance. Anything that is a result of a compliance investigation would be sent to supervisor and/or HR for discipline or otherwise **Personnel Report (HR):** • No questions for J. Martin **Community Newsletter** • No questions
Public Comment	**Discussion:** W. Mattia opened floor for public comments • No public comments
Board Comment	**Discussion:** W. Mattia opened floor for Board comments • W. Mattia announced K. Pirlot is on the Finance Committee • W. Mattia introduced V. Jakel • G. Sartorelli announced he is retiring 25 April and Melissa Freeman will be taking over as the new director • A. Martin request that county Boards are receiving meeting minutes, not just agenda • A. Martin requested a list of committee and who serves on each committee
Meeting Adjourned:	• W. Mattia adjourned the meeting at 6:02 PM

Document Owner: Bal, Vanessa
Collaborators: Brent J Johnson
Erin Kusz

Approvals
- Committees: (03/20/2025) Board of Directors,
- Signers: *Ann Martin*
Ann Martin (04/03/2025 08:37AM PST)
Wendy Mattia
Wendy Mattia (04/03/2025 01:50PM PST)

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