

PATHWAYS BOARD

*George Botbyl, Elizabeth Brotherton, Patricia Bureau,
Bill Davie, Frederick Margrif, Julie Moker, Nancy Morrison, Kristin Peterson,
Cathy Pullen, Gerard Tatrow, Glenn Wing*

PATHWAYS MISSION STATEMENT

We serve and empower people with Severe Mental Illnesses, Severe Emotional Disturbances, or Developmental Disabilities to enhance their quality of life.

**PATHWAYS APPROVED
REGULAR BOARD MEETING MINUTES**

December 2, 2020 12:15 P.M.

Via Lifesize Connection

Alger, Delta, Luce, and Marquette County

Present:

Botbyl, George	Moker, Julie	
Brotherton, Elizabeth	Morrison, Nancy	(Luce)
Bureau, Pat	Peterson, Kristin	(Delta)
Davie, Bill	Pullen, Cathy	
Margrif, Frederick	Tatrow, Gerard	
	Wing, Glenn	

Alger Staff/Guest: None

Delta Staff/Guest: Sherry Dyszel, Cheryl Jobin, Jeanne Lippens, Shelly Sundstrom, Faye Witte

Luce Staff/Guest: None

Marquette Staff/Guest: Nick Kolinsky, Karen LaFave, Matt Maskart, Mary Swift, Derick Wall

CALL TO ORDER AND ROLL CALL

Chairperson Pullen called the meeting to order at 12:19 p.m. Roll call was taken by Dawn Mercier, Executive Assistant, a quorum was present.

ADOPTION OF AGENDA

Additions/Changes – Chair Report: Recipient Rights Investigation - Finance: Contracts, Personnel: V-Sick Hours

MOTION/SECOND/CARRIED

TO ADOPT THE AGENDA AS AMENDED.

Morrison/Brotherton

ADOPTION OF BOARD MINUTES

November 4, 2020 Board Meeting Minutes

MOTION/SECOND/CARRIED
Wing/Margrif

**TO APPROVE THE MINUTES FROM THE NOVEMBER 4,
2020 REGULAR BOARD MEETING AS PRESENTED.**

PUBLIC COMMENT

Alger - None

Delta – None

Luce - None

Marquette – Cheryl Jobin introduced herself and advised she wanted to comment on Mary’s retirement. Cheryl thanked Mary for all of her hard work for Pathways. She explained her son has been a patient of Pathways for many years and since Mary took over she has seen a big change in the system. She also thanked Mary for getting the Clubhouse program started and for all of her support. Cheryl said Mary will be missed and hopes that she will still see Mary at future events such as NAMI walks.

CHAIR REPORT

Chairperson Pullen advised that awhile back we began an investigation with the Recipient Rights office and that we are going to have to go through the same thing again. She has written an email asking MDHHS Office of Recipient Rights to handle an investigation for Pathways because, due to the circumstances, we are unable to handle this ourselves. She then requested a motion approving the request and said we will receive a report in due course when the investigation is complete.

Botbyl asked if this is related to the previous investigation. Chair Pullen advised it is.

MOTION/SECOND/CARRIED
Wing/Brotherton

**TO APPROVE THE RECOMMENDATION MADE TO HAVE
MDHHS ORR CONDUCT THE INVESTIGATION ON BEHALF
OF PATHWAYS**

Roll Call Vote:

Ayes: Botbyl, Brotherton, Bureau, Davie, Margrif, Moker, Morrison, Peterson, Pullen, Tatrow, Wing

Nayes:

Peterson lost connection and was therefore unavailable for this vote

MOTION CARRIED

CEO REPORT

CEO Swift thanked Cheryl for her kind words during public comment and said she does plan to attend NAMI walks when we have them again.

Mary opened the floor to questions about her report. She emphasized that even though it has been a chaotic year staff have continued to provide services and meet the purpose of our mission statement. Pathways has continued to keep the people we serve well served and as safe as possible. Mary expressed it is exciting to look forward to next year and the vaccine and how Pathways will be able to get services back up and going again.

Mary requested the Board advocate for the OMA amendment be extended beyond the end of the year by either contacting their county, representative, or senator in order to keep people safe until there is a vaccine and the Board can come back together again. The way that they amended the OMA is this ability to do what we are doing now which ends December 31. Starting next year we have to have an emergency order of the state or the local counties in order to meet remotely. The last time we checked every county except for Luce has an emergency order to allow remote meetings. If there is an emergency order in all of our counties we are good to go. There is also discussion at the state level to amend the OMA again so it is like this year so we do not have to worry about emergency orders.

- ✓ IT Report – Matt Maskart, IT Director highlighted his report as presented and answered questions. He stressed the positive feedback regarding telehealth within rural communities and how it is an exciting time to see the advancement of telehealth going forward. Clinical staff have been very creative to insure that the people we serve have the ability and/or technology necessary to receive services and, his team continues to work closely with clinical staff to assist them with their needs.

No formal action was taken regarding the CEO or IT Report.

ACTION ITEM

Finance

- Contracts/Leases/Agreements – Contract/Compliance Manager, Jeanne Lippens explained the contracts, as presented.

MOTION/SECOND/CARRIED

Wing/Brotherton

TO ADOPT THE FOLLOWING CONTRACTS AS PRESENTED:

NorthCare Care Connect 360 (Date Use and Non-Disclosure Agreement), NorthCare Network (AP Contract), Cindy's Place – Amendment (Residential), Howell AFC – Amendment (Residential), Jylha AFC – Amendment (Residential), Zorza AFC – Amendment (Residential)

- September 2020 Check Disbursement Report \$5,733,706.09 – CFO, Nick Kolinsky opened the floor to questions.

MOTION/SECOND/CARRIED

Wing/Bureau

TO APPROVE THE CHECK DISBURSEMENT REPORT IN THE AMOUNT OF \$5,733,706.09

Roll Call Vote:

Ayes: Botbyl, Brotherton, Bureau, Davie, Margrif, Moker, Morrison, Peterson, Pullen, Tatrow, Wing

Nayes:

MOTION CARRIED

- September 2020 2nd Preliminary Financial Report – CFO, Nick Kolinsky provided and oral update. He advised these numbers are still not finalized and will change significantly.

Expenses continue to trickle in and some final yearend adjustments have yet to be made. There was only a net change of \$156,919 from the previous September calculation. Medicaid expense increased by \$9k, Healthy Michigan expense increased by \$96k, GF expense increased by \$46k and Local expense increased by \$5k. There was a surplus of \$15M. Healthy Michigan is at a deficit \$840k that calculates to a net excess of \$2.2M. However, the direct care worker premium pay has to be cost settled with the state and that is estimated at approximately \$700k this will bring our net excess down to \$1.5M. GF has a surplus of \$132k and Local has a surplus of \$245k. These balances due include the \$1.6M pension contribution and the incentive payments for internal and contract staff for a total of \$3.2M hitting the September expenses. Our Cash position is at \$6.2M which is higher than usual because we received our Medicaid capitation payment in the current month. On the Income statement side revenues are in excess of expenses by \$224k as compared to \$349k. Revenues are at 98.3% and expenses are at 98.29% of the final budget. The proprietary funds are unchanged in financial position. Overall we are ending FY2020 in a very strong financial position.

Personnel – HR Director, Shelly Sundstrom

- Personnel Updates- Shelly highlighted the report as presented and answered questions.
- Press Releases – Shelly explained the releases, as presented and congratulated Mary on both the award and her retirement.
- ✓ CEO Swift Receives Award
- ✓ CEO Swift Announces Retirement
- CEO Posting – Shelly advised we are currently posting this position in a variety of formats and have begun receiving applications.

- MERS Documents – Shelly advised MERS is requiring organizations to review and specifically spell out what each plan entails and its exceptions. Pathways has two plans; Defined Benefit (grandfathered employees) and Defined Contribution (majority of employees). Shelly thoroughly explained the Defined Contribution Plan Adoption Agreement Addendum and the Defined Benefit Plan Adoption Agreement Addendum, as presented.

Defined Contribution:

MOTION/SECOND/CARRIED
Wing/Morrison

TO ADOPT THE DC PLAN ADOPTION AGREEMENT, AS PRESENTED.

Roll Call Vote:

Ayes: Botbyl, Brotherton, Bureau, Davie, Margrif, Moker, Morrison, Peterson, Pullen, Tatrow, Wing

Nayes:

MOTION CARRIED

Defined Benefit:

MOTION/SECOND/CARRIED
Wing/Bureau

TO ADOPT THE DB PLAN ADOPTION AGREEMENT ADDENDUM, AS PRESENTED.

Roll Call Vote:

Ayes: Botbyl, Brotherton, Bureau, Davie, Margrif, Moker, Morrison, Peterson, Pullen, Tatrow, Wing

Nayes:

MOTION CARRIED

- V-Sick Hours – Shelly explained we wanted to extend the v-sick hours, previously approved by the Board, until April. She reminded the Board this is a one-time grant for 80 hours to be used for Covid related time off.

MOTION/SECOND/CARRIED
Brotherton/wing

TO ADOPT THE EXTENSION OF THE V-SICK HOURS THROUGH APRIL 1, 2021, AS PRESENTED.

Planning/Programming

- Policies
 - ✓ Anti-Kickback and Stark Law – Contract/Compliance Mgr., Jeanne Lippens explained the policy as presented.
 - ✓ COVID-19 Testing in AFC Homes - Contract/Compliance Mgr., Jeanne Lippens explained the

policy as presented.

MOTION/SECOND/CARRIED
Davie/Bureau

TO ADOPT THE ANTI-KICKBACK AND STARK LAW POLICY AND THE COVID-19 TESTING IN AFC HOMES POLICY, AS PRESENTED.

- ✓ COVID-19 Test Results from MiHIN – IT Director, Matt Maskart explained the policy, as presented.

MOTION/SECOND/CARRIED
Wing/Botbyl

TO ADOPT THE COVID-19 TEST RESULTS FROM MiHIN POLICY, AS PRESENTED.

OTHER BUSINESS

No Items

CONSENT AGENDA

No Items

BOARD MEMBER COMMENT

Brotherton suggested a compliment naming our staff, right down to the staff that work in our homes, "HEROS". And, that they be identified as "HEROS" in the Board minutes. The full Board was in agreement.

The Board wished everyone happy holidays and to stay safe.

MEETING SCHEDULE – VIA "LIFESIZE"
--

Recipient Rights Advisory Committee	December 17, 2020	12:00 p.m.
Committee of the Whole	January 26, 2021	12:15 p.m.
Board Meeting	February 3, 2021	12:15 p.m.

ADJOURNMENT

Chairperson Pullen adjourned the meeting at 1:32 p.m.

Respectfully submitted
Dawn Mercier, Executive Assistant