

Houghton County DHHS Board Meeting Minutes (MCF Portion) April 18, 2024

The regular meeting of the Houghton County Department of Health and Human Services Board (Medical Care Facility Portion) was held at the DHHS offices in Houghton, MI on April 18, 2024 beginning at 09:14 a.m.

Present: Ed Jenich, Chairman
Christy Hilgers, Vice Chair
Roy Britz, County Commissioner Liaison
Adam Laplander, CEO/Administrator - Secretary
Ashley Kuru, Chief Financial Officer
Jodi Nuttall, Director of Nursing

Absent: Tom Tikkanen, County Commissioner Liaison
James Tervo, Board Member

The agenda was adopted and the minutes from the March 2024 meeting of the Houghton County Department of Health and Human Services Board (Medical Care Facility portion) were reviewed and approved as written.

Public comment: None

The March 2024 MCF Vouchers were reviewed and approved. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

During the Administrator's Report, the CEO/Administrator updated the board as to the Facility's current occupancy status and average occupancy rates for March 2024 and current enrollment numbers for MI Health Link. The CEO/Administrator updated the Board on the current inquiry list numbers. The CEO/Administrator updated the Board on the Life Safety Survey. Superiorland will be in next week to tie in the new duct sensors to the fire alarm panel. Once that is complete and tested, notification that work is completed will be sent to the Fire Marshall to come for revisit and final inspection. Deadline for the project was June 6th and Life Safety Survey should be cleared well before the June 6th deadline. The CEO/Administrator updated the Board on current Agency staffing, currently 9 CNAs and 5 RN/LPNs. The CEO/Administrator updated the Board on Marketing items that are coming up and happening. Canal View will be attending the April 26th Gogebic job fair at the mall for recruitment. There will be a Memory Loss/ Dementia Caregiver Support Group meeting on April 23rd at 6pm. This was started in February with four attendees and ten in March. This is open to family members of residents and the community. Nursing Home Week will May 12th and we will continue to use points earned from Capital One to cover as much of the costs as possible. Bridgefest is coming up in June and we are excited to have the Canal View Band participate this year. This is an employee band that was just put together in April and they are providing music for our residents. Photos of residents, who have agreed to have photos taken, or the families that have approved, are updated at different times of the year and shared with family members. The Leadership Team is working on a new Mission/Vision Statement, along with new core values for the facility.

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The CEO/Administrator went over the Star Rating and how it is calculated for the Care Compare website. The Board was updated that the facility is a three-star facility after the last annual survey.

The CEO/Administrator updated the Board on Grant money that the MCMCFC will apply for. The grant money, once received, can be used for Resident or Family Councils at \$5K per facility, Consumer Information at \$5K per facility, Activities to Improve Quality of Life \$15K - \$5K per year for three years, and Training to Improve Quality of Care \$15K - \$5k per year for three years.

March financial reports were distributed to the Board and reviewed. A motion was made by Christy Hilgers and supported by Ed Jenich to accept the financial reports. Motion passed. The Chief Financial Officer updated the Board that Plante Moran is planning to present the Financial Audit at the May Board meeting. The Chief Financial Officer updated the Board on the AR Aging and will continue to update the Board on a monthly basis.

The Board approved the hiring of the Director of Rehab, internal candidate Monica Maki at a rate of \$52.02/hr. The Board approved the hiring of the PTA Rehab Manager that will be a .5FTE PTA and .5 FTE Rehab Manager, internal candidate. The rate will increase by \$1/hr. for the selected candidate. Both job descriptions were shared with the Board. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

The Board approved the Director of Operations position. This person is also a Licensed Nursing Home Administrator. The rate for this position is \$38.00/hr. The job description was shared with the Board. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

The Board was updated that consideration was made to move a CCMA Union position to a non-union position. However, at this time, the facility agrees that it is best to keep this as a union position and the Board will be updated on any changes.

The Board approved moving to a monthly contract for the remainder of this quarter with our Rehab Consultant – JMD Healthcare Solutions. The cost of the monthly contract is \$2,500/month. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

The Board approved ordering new room shades/blinds for 2nd and 3rd floor south and west wings, 1st floor is already complete. The cost of the blinds with discount is \$8,030.62 and \$10,707.62 with discount. The discount expired on 4/9/2024 but the Director of Facilities will request that the discount be honored with Blinds.com. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

The Board was updated that the facility needs new dishwashers on all units. A quote was provided by Direct Supply at a cost of \$18,396.01/ea. The facility will get another quote and present to the Board at the next Board meeting.

The Board was updated about making the move to the Western Michigan Healthcare Coalition. The facility along with union board members met with Mike Haggerty to discuss the healthcare options provided. All were in favor of making the move from the current health insurance plan to Western Michigan Healthcare Coalition. The County has recently moved to them for calendar year 2024. The facility will plan to move forward with calendar year 2025. The facility will continue to pay the

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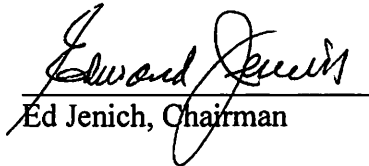
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additional amount of \$50,000 to Jefferson Health to reduce the reserve amount for calendar year 2024. The CEO/Administrator will prepare letters to cancel both 44North and Jefferson Health Plans prior to the June 30, 2024 deadline. The Board approved the move. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

The Board approved the attendance of three conferences. The UP Education Conference is May 22-23, 2024 in Marquette. The ADON and three Resident Care Coordinators will attend. The cost of the conference is \$1,600. The MI-NADONA RN Bootcamp in Bay City on April 29, 2024 – May 1, 2024 will be attended by the DON and ADON. The cost of the conference is \$798/person, not including lodging or travel. The Spring Management Conference & Trade Show at Boyne Highlands at Harbor Springs on June 10-13, 2024 will be attended by three or four staff members. The cost of the conference is \$525/person, not including travel and lodging. Motion made by Christy Hilgers and supported by Ed Jenich.

The Board was updated on the monthly cost savings initiatives. The facility will recognize a savings of \$250K - \$300K by switching health insurance carriers. The facility will recognize a savings of \$100K in the Rehab department. The facility will also recognize a saving of \$100K in replacing dishwasher on the unit vs. doing a main kitchen remodel for dishwashing.

There being no further business the Board adjourned at 10:53 a.m.


Ed Jenich, Chairman


Adam R. Laplander, Secretary