

## **Houghton County DHHS Board Meeting Minutes (MCF Portion)**

### **August 15, 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 August 15, 2024 beginning at 09:12 a.m.

Present: Ed Jenich, Chairman  
Christy Hilgers, Vice Chair  
James Tervo, Board Member  
Tom Tikkanen, County Commissioner Liaison  
Roy Britz, County Commissioner Liaison  
Adam Laplander, CEO/Administrator - Secretary  
Ashley Kuru, Chief Financial Officer

Absent: Jodi Nuttall, Director of Nursing

The agenda was adopted and the minutes from the July 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 July 2024 MCF Vouchers were reviewed and approved.

During the Administrator's Report, the CEO/Administrator updated the board that the facility had four State Investigators from the Attorney General's Office on site on 8/14/2024. This was an unannounced visit and there were no issues found. The CEO/Administrator updated the Board on the progress of the advertising campaign approved at the July Board Meeting. Ads have been sent out and the facility has seen increased traffic from the digital advertising campaign. There are also ads on the radio that are circulating. The CEO/Administrator also updated the Board on the Canal View online store that is available for staff to order Canal View items. The store will be open 3-4 times per year. The CEO/Administrator updated the Board on the quarterly QA meeting held on July 26, 2024. Motion made to accept the quarterly QA review by Jim Tervo and supported by Christy Hilgers. Motion passed. The CEO/Administrator updated the Board as to the Facility's current occupancy status and average occupancy rates for July 2024. The CEO/Administrator updated the Board on the current inquiry list numbers. The CEO/Administrator updated the Board on the current census of 122 as well reaching a census of 127 during July which hadn't been previously reached since July of 2022. The goal for census is to get to 129 and increase as staffing increases. The Board was updated that the Facility still has some Agency staff on board and will continue to utilize them through Annual Survey – at which point contracts will be re-evaluated. The Board was updated that the Canal View ~ Picnics were a success and that the Facility will have a Carnival on Friday 8/16/2024. The Board was updated that INU Negotiations will be held on August 19, 2024 at 9am at the Holiday Inn Express in Houghton. The Board made a decision not to reimburse for a resident item that went missing. The case has been closed by local authorities and there was not enough evidence during the investigation. Motion made by Christy Hilgers and supported by Jim Tervo. Motion passed with a vote by all Board members. The Board was updated that Jenel Stoinski will be on-site August 19<sup>th</sup> & 20<sup>th</sup> to provide Certified Dementia Practitioner

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training and certification for thirty Canal View Care Partners. The Board was updated that John Delossantos will be on-site August 28<sup>th</sup> and 29<sup>th</sup> 2024 to provide GG charting training for CNAs.

July financial reports were distributed to the Board and reviewed. A motion was made by Jim Tervo and supported by Christy Hilgers to accept the financial reports. Motion passed.

The Board approved ordering the Tennant floor scrubber through Direct Supply, as long as the warranty is similar to the second quote provided. The CEO/Administrator will find out the warranty on the Tennant floor scrubber and report back to the Board. Motion made by Jim Tervo to order if the warranty is similar and supported by Christy Hilgers. Motion passed.

The Board approved increasing the Management retirement percentage multiplier to 1.75% from 1.6% for exempt employees requiring forty years or more of service. Motion made by Jim Tervo and supported by Christy Hilgers. Motion passed.

The Board approved the engagement letter for Plante Moran to prepare the Medicare and Medicaid cost reports for FY24. The cost of the work is \$11,200 compared to \$10,800 the previous year. Motion made by Jim Tervo and supported by Christy Hilgers. Motion passed.

There being no further business the Board adjourned at 10:17 a.m.

  
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Ed Jenich, Chairman

  
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Adam R. Laplander, Secretary