

Houghton County DHHS Board Meeting Minutes (MCF Portion)

September 18, 2025

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 September 18, 2025 beginning at 09:28 a.m.

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

Absent: Kara Destrampe, Director of Operations

The agenda was adopted and the minutes from the August 2025 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 August 2025 MCF Vouchers were reviewed and approved.

The CEO/Administrator updated the Board as to the Facility's current occupancy status and average occupancy rates for August 2025. The CEO/Administrator updated the Board on the current inquiry list numbers.

The CEO/Administrator updated the Board on the QA Minutes and Safety Minutes from July 2025 quarterly meetings.

The CEO/Administrator updated the Board on the Restructuring update. The Board requested that we reach out to Plante Moran for FY25 benchmark data. The Board approved opening the Rehab Unit in FY26. Motion made by Jim Tervo and supported by Christy Hilgers. Motion passed.

The CEO/Administrator updated the Board that he has been asked to sit on the Houghton County Asset Committee. The CEO/Administrator reported that the committee has had its first meeting. The CEO/Administrator will keep the Board apprised of future committee action and discussion.

The CEO/Administrator updated the Board that the mock survey with Lebenbom went very well and the facility is addressing recommendations provided.

The CEO/Administrator updated the Board that the facility has seen a decrease in Certified Nursing Assistants, mostly due to students returning to school.

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The CEO/Administrator updated the Board that he met with Ben Larsen from Moyle regarding the property. Moyle would be interested in acquiring the property versus leasing. Motion made by Christy Hilgers and supported by Jim Tervo to present a \$60,000 sales price. Motion passed.

For FY26, Administration and the Board have chosen to forego the purchase of individual turkey and hams for staff due to a nationwide turkey shortage. Instead, the facility will bolster celebrations and activities held in the facility for staff throughout the holiday season.

The CFO distributed the August financial statements to the Board and they were reviewed. A motion was made by Jim Tervo and supported by Christy Hilgers to accept the financial reports. Motion passed.

The CFO also updated the Board on the current A/R aging. The CFO also presented the Capital Budget Requests for FY26. Motion made by Jim Tervo and supported by Christy Hilgers to approve capital purchases. Motion passed. The CFO presented preliminary FY26 Budget with a final version being presented after the FY26 Medicaid Reimbursement Rate has been received from the State.

The CFO presented the Board with the FY25 Bad Debt Write-Off in the amount of \$186,550.86. Motion made by Jim Tervo and supported by Christy Hilgers to approve the write-off amount. Motion passed.

The CEO/Administrator updated the Board that the air compressor that controls the heating in the building needed replacement. The cost of the air compressor was estimated at \$6,972.83. Motion made by Christy Hilgers and supported by Jim Tervo to replace the air compressor. Motion passed.

The CEO/Administrator updated the Board that the code alerts need replacement at a cost of \$21,766.98. These are replaced annually per State regulations. Motion made by Jim Tervo and supported by Christy Hilgers to purchase the code alerts. Motion passed.

The Board approved an increase of the 401a retirement match from five percent to eight percent. Motion made by Christy Hilgers and supported by Jim Tervo. Motion passed.

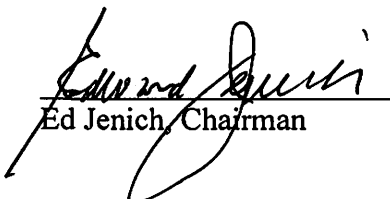
The Board was updated on cost savings of the new nutritional module in Point Click Care. The savings are estimated to be \$3,647.52 per year.

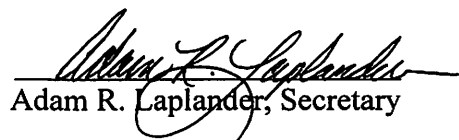
At 11:02 a.m. motion was made by Christy Hilgers and supported by Jim Tervo to move into executive session. Those in attendance were Ed Jenich, Jim Tervo, Christy Hilgers, Adam Laplander, and Jodi Nuttall. Motion passed.

Motion made by Jim Tervo and supported by Christy Hilgers to resume the board meeting at 11:54 a.m. Motion passed. Those in attendance were Ed Jenich, Jim Tervo, Christy Hilgers, and Adam Laplander.

Management and Support Staff wage increases for FY26 will be reviewed and finalized at the October, 2025 Board Meeting.

There being no further business the Board adjourned at 11:54 a.m.


Ed Jenich, Chairman


Adam R. Laplander, Secretary