

5/22/2025

May 2025 Regular meeting of the Meadow Brook Governing Board / Antrim Co. Health and Human Services Board was held on Thursday, May 22, 2025, at Meadow Brook Meguzee Hall. Those present were Fred Harris, Chairman called the meeting to order at 10:03 a.m. Melissa Zelenak, Vice-Chairman; Gary Muller, Member; Maureen Clore, MDHHS Director Program Director; Bill Hefferan, Antrim County Commissioner Liaison; Ben McGuire, Meadow Brook Systems Administrator; Alan Shumaker, Meadow Brook Director of Maintenance; Paige Windish, Meadow Brook Finance Director; Cheryl Patton, Meadow Brook Director of Nursing; Marna Robertson, Meadow Brook Administrator; and Rhonda Tomczak, Meadow Brook Administrative Assistant / Acting Secretary for Antrim County Human Services Board.

Public Comment: None.

Meeting minutes of the Regular Board Meeting on 04/24/25, motion to approve as presented by Gary Muller, seconded by Melissa Zelenak. All yeas, motion carried.

Maureen Clore, MDHHS Director, presented to the Board with updates on 1. Financials – No expenditures at this time. Prior approved drivers training (2) has been confirmed. Request for approval for Driver's Ed: (1) youth for Driver's Training for \$485.00 and (1) youth for \$300.00. Camperships – (3) youth going to Pleasant Valley for \$675.00. Campership requests for another (1) youth to go to Camp Hay-O-Went Ha and (2) for little youth for Day Camp. Campership Request total for \$2,445.00. 2. Requesting 2nd Appropriation this week for \$5,000.00. 3. Emergency Response During Ice Storm - Due to a severe ice storm, all county offices except Antrim County were closed, leaving most staff without internet, electricity, or the ability to work. The Antrim County team of eight staff members operated independently for three days, providing critical relief services across the affected region. Their efforts included: Supporting child welfare operations despite limited staffing; Conducting welfare checks on all foster homes; Ensuring the safety of all Adult Protective Services and home health clients across a 10-county area. Their dedication ensured continuity of essential services during the emergency. 4. MDHHS Diaper Assistance Program. 5. Northern Family Intervention Services Contract – Request to approve 3-year, \$112,000.00 Contract for services that are modeled after teaching family home program. 6. APS Fiscal Year 2024 Annual Report. 7. Adult Team – just did a painting party with the residents at Grandvue. World Elder Abuse Awareness Day is June 15th. Lots of activities planned throughout the Region. Sponsoring a film called Alive Inside. 8. MCSSA Up to the Minute with updates on Senate Bill 86, Senate Bills 111 through 114.

Marna Robertson, Meadow Brook Administrator opened discussion on recent Medicaid Reconciliation Update from MCF's lobbyist, Blair Brian, provided updates on the House Energy & Commerce Committee's reconciliation bill. The bill includes several provisions with potential impacts on Medicaid and long-term care. Federal Goals: Reduce fraud, prevent waste, stop abusive financing, and increase personal accountability, though the latter may shift more costs to consumers.

- Healthy Michigan Plan (Medicaid expansion) remains critical - repeal could affect ~800,000 residents.

- Federal-State Funding Shift: Since 1972, federal share of Medicaid has grown significantly, increasing state vulnerability to federal policy changes.
- Potential Local Impacts: Could include higher patient pay amounts or stricter eligibility for long-term care.

Motion to approve the April Financials as presented made by Fred Harris, seconded by Melissa Zelenak, all yeas, motion carried.

Motion to approve additional Camperships and Driver's Education in the amount of \$2,445.00 made by Melissa Zelenak, seconded by Gary Muller, all yeas, motion carried.

Motion to approve Northern Family Intervention Services Contract for 3 years, \$112,000.00 made by Melissa Zelenak, seconded by Gary Muller all yeas, motion carried.

Marna Robertson, Meadow Brook Administrator proposed to the Board to consider paying off the remaining balance of the \$4.62 million bond in January 2027. The payment would be made from the organization's cash reserves, improving financial standing and reducing long-term liabilities.

- Benefits discussed:
 - Reduces Meadow Brook's liability and the County's overall debt.
 - Lowers the tax burden on residents.
 - Enhances political goodwill and public trust.
 - Potentially improves the county's credit rating.
- The bond was originally structured to allow the county to levy up to 1 mill, with a portion supporting operations. Paying off the bond early would still allow for operational millage support through 2030.
- A resolution may be proposed in upcoming meetings to formalize this plan, ensuring continuity even if current board members are no longer serving in 2027.

Motion made by Melissa Zelenak to pursue early debt payoff after Meadow Brook Finance and Marna Robertson, Meadow Brook Administrator bring information to make a final decision, seconded by Fred Harris, all yeas, motion carried.

Marna Robertson, Meadow Brook Administrator reported with updates on:

1. Measles titers and / or proof of vaccinations – State requires that we need to know who is vaccinated in the event of an exposure. Infection Preventionist did a great job verifying all residents and staff proof of vaccination and those that needed titers. Everyone is now in compliance.
2. MCMCFC Leadership Trainings: Received grants at the state level for high level training for MCF staff. We have 3 staff that will be attending Leadership Training in Benzie. Also have all DH, Administrative and CCC's attending a 4-part series via Zoom beginning 5/23/25.
3. Medicaid debriefing highlights from Zoom meeting on 5/7/25.
4. Cost Report has been submitted.

5. County Annual Report given for Meadow Brook and Meadow View Apartments.
6. TV & Internet Service Issues - Ongoing issues with Spectrum: frequent outages, poor support, and recent upgrade rendered many existing TVs incompatible.
 - This resulted in an unplanned purchase of 75 new TVs for \$30,000.
 - Additional complications: remote interference between rooms requires different TV models to avoid cross-control issues.
 - Maintenance is currently installing and programming new TVs.
 - A formal complaint letter is being drafted to Spectrum; the May bill is being disputed.
 - Exploring alternatives: DIRECTV and TRU Stream (fiber-optic) for both TV and guest internet to avoid overloading facility bandwidth.
 - Goal: ensure reliable access to key channels (e.g., Tigers/Lions games) for residents.
 - A transition plan away from Spectrum is in development.

Cheryl Patton, Meadow Brook Director of Nursing reported on the Nursing Department report:

1. Infection Control /Measles / Respiratory Hygiene (COVID, Influenza, TB) Infection Preventionist is working diligently to demonstrate compliance with Measles documentation requirements as outlined by the Michigan Department of Health and Human Services.
Covid Positive / Influenza
 - 0 Staff positive for Influenza / COVID currently
 - 0 Resident
2. Staffing:
 - Utilization of travel C.N.A 's and travel Nurses currently **increased** due to house staffing and the needs for staff for the opening of Lakeshore Cottage and anticipated expansion of Lakeshore Census.
 - Continue to receive applications for nurse aide, nurse apps
 - Job offers to 2 Meadow Brook LPN hired.
 - Return of a Meadow Brook C.N.A who went to work at Grandvue and wants to be back at Meadow Brook.
 - HR, DON hustling to interview applicants.
3. Resident Census:
 - 102 max
 - 97 residents today
4. Significant changes to Regulations regarding Psychotropic Medications and all Medications:
 - Implementation of process and policy for informed consent for all Medications.
 - Next step is to begin Quality Assurance process to monitor for compliance.
5. Inservice for nurses on IV's and Blood drawing 5/13/25:
 - Very well received, this is the second one we've hosted with Card Vascular.
 - This will help us present compliance as it relates to competency.

Alan Shumaker, Meadow Brook Director of Maintenance, reported to the Board with updates on the following:

1. Physical Plant / Environmental:

- Camera System Upgrade - Phase 2 of 4 is complete.
 - 3 Story Hot Water Issues – working with vendor on a recirculating system design, still a work in progress.
 - Glacier Hill Sewer Main - another obstruction on Saturday 5/10, working on project planning with the contractors to repair the bad spot in the main.
 - Window Security Film Project is coming soon - 6/23, 6-10 days on site.
 - More Daikin Issues and Repairs, 2 compressors and a control board this month.
 - Krown Rustproofing - 6/23, open to staff vehicles this year.
 - MVA Paint project is progressing well, the building looks great!
 - Attended the Great Lakes Homeland Security Conference, lots of good information.
 - Registered for the CMS Life Safety Symposium in June.
2. Water Management:
 - 2025 monitoring samples complete, working with Gourdie Fraser on the annual CCR.
 3. Department Update / Staffing Needs: Full staff, all are well.

Paige Windish, Meadow Brook Finance Director reviewed with the Board the March 2025 Financial Reports:

1. Census: March 91.8% vs. February 85.7% YTD 2025 91.3% and Budgeted 90%.
2. Net Loss/Gain: March (\$730,378.00) vs. February (\$98,653.00) YTD 2025 (\$951,552.00).
3. Cost Per Patient Day for March \$578.57 vs. February \$636.30 YTD 2025: \$613.43.
4. Accounts Receivables Balance: March \$1,489,648.00 vs. February \$1,304,128.00 (30 days).
5. Private Pay Past Due Accounts: March \$7,588.70 vs. February \$15,919.72.
6. Restricted Funds Balances: March \$783,663.35 vs. February \$783,692.25.
7. Depreciation Fund Balances: March \$500,917.10 vs. February \$25,288.88.
8. Meadow Brook Debt Retirement Balance: March \$740,034.07 vs. February \$10,920.23.
9. General Cash Balance: March \$16,312,612.51 vs. February \$16,924,137.17.
10. Contingency Fund Balance: March \$1,045,893.59 vs. February \$1,040,780.44.
11. Bond Debt Retirement Fund Balance: March \$651,947.50 vs. February \$651,947.50.
12. Meadow View Apartments Report: March \$5,195.12 vs. February \$11,147.13 Occupancy at 100% YTD Net Gain \$14,762.91.
13. The Cost Report was submitted on 5/15/25, 15 days earlier than the due date.
14. Finishing up the Finance Audit with Plante Moran by tomorrow and the statements will then be going to professional review.
15. Gearing up for the 2026 budget and will supply budget prep materials to Department Heads by next week.
16. We will be posting the Accounts Payable position after Memorial Day weekend in hopes to hire someone by July.
17. We are currently having issues with our Global Payments system, ACH processor, and are actively looking for another ACH processor that will integrate with PCC (our AP/GL, Billing and EMR System).
18. We are looking to use our last 6-month extension for the Non-Available Bed Plan and open Lakeshore fully this fall.
19. Paige and Rhonda are working on some Social Media campaigns for advertising, taking a different approach to recruit staff.

Motion to approve the March 2025 Financial report as presented made by made by Fred Harris, seconded by Gary Muller, all yeas, motion carried.

Motion to approve the April Invoices and Check Register for the total amount paid \$992,596.79 made by Gary Muller, seconded by Fred Harris, all yeas, motion carried.

Motion to approve Emergency CAR #15 for 2025 to replace Resident TV's and to purchase and additional 41 TVs to upgrade all resident TVs to Smart TV's not to exceed \$50,000.00 made by Fred Harris, seconded by Gary Muller, all yeas, motion carried.

Motion to approve the Meadow View Apartment March 2025 Financials as presented made by Gary Muller, seconded by Fred Harris. All yeas, motion carried.

Meeting adjourned at 12:03 p.m. made by Fred Harris seconded Gary Muller.

Fred Harris, Chairman

Maureen Clore, Secretary to the Board