09/17/2026

September 2026 Regular meeting of the Meadow Brook Governing Board / Antrim Co. Health and Human Services Board was held on Thursday, September 17, 2026, at Meadow Brook Meguzee Hall. Those present were Fred Harris, Chairman called the meeting to order at 10:00 a.m. Gary Muller, Board Member; Maureen Clore, MDHHS Director; Bill Hefferan, Antrim County Commissioner Liaison; Alan Shumaker, Meadow Brook Director of Maintenance; Paige Tallen, Meadow Brook Finance Director; Aleasha Morgan, Meadow Brook Acting Director of Nursing; Teressa Potter, RN, Meadow Brook Administrator; and Rhonda Tomczak, Meadow Brook Administrative Assistant.

Guests Present: Pat Law, Tweet Garot

Public Comment: None.

Meeting minutes of the Regular Board Meeting on 08/27/2026, motion to approve as presented by Gary Muller, seconded by Fred Harris. All yeas, motion carried.

Teressa Potter, Meadow Brook Administrator requested to move the October meeting to Thursday, October 29, 2026, due to a scheduling conflict.

Maureen Clore, MDHHS Directed presented to the Board with updates on 1. August expenditures totaled $1,700.00 for Driver's Education and gift cards for foster families. The current fund balance is $1,348.71. A request for a second appropriation will be submitted, though it is not expected to be for the full $5,000.00 allocation. 2. Request for expenditure of $500.00 to assist a long-term foster family with home repairs needed to create an additional bedroom. The modifications are necessary to maintain licensing for three foster children after two children in the home reached adulthood, requiring bedroom reconfiguration. The funds will be used for construction supplies, potentially through a Home Depot or Amazon gift card. 3. Foster Family Picnic was a hug success! 4. Children's Services Update: Remains stable, with operations running well, fully staffed. A dedicated Assistance Payments worker is also providing virtual support to Alpena due to staffing shortages. 5. SNAP accuracy rates continue to improve. The state's April accuracy review reached 6%, while the cumulative rate remains around 10%, showing positive progress from recently implemented improvement strategies. 6. Maureen reported being invited to participate in a statewide strategic planning group focused on Assistance Payments effectiveness, staffing, and operational improvements. 7.Adult Services continues to experience a high workload across the region. One staff member in Emmet County will be taking three months' parental leave, beginning in the coming weeks, leaving two staff members covering the tri-county area during that time. Despite the temporary staffing challenge, the team remains committed to meeting service needs, with Child Welfare staff available to provide support as needed to ensure continuity of services. 8. Dental Clinics North will no longer operate the Medicaid dental clinics after December 4. Responsibility for these clinics will transition to the local Health Department. 9. All Staff Picnic today to celebrate as a Tri-County in Boyne City. 10. Maureen attended the MCSSA Conference and expressed concerns regarding the organization's overall structure and operations, and additional stability and improvements may be needed before recommending renewed financial investment.

Motion to approve August Financials as presented by Gary Muller, seconded by Fred Harris, all yeas, motion carried.

Motion to approve expenditure up to $500.00 for foster family home repairs / additional bedroom supplies to maintain licensing made by Gary Muller, seconded by Fred Harris. All yeas, motion carried.

Pat Law, Tweet Garot presented to the Board an update on the "Ditch the Daiken's" project. Engineering team in Wisconsin has been developing plans for the remodel project. Original plans utilized the existing air handler system for cooling; however, engineers recommended incorporating independent cooling through fan coil units. This change has increased the project cost. Current estimated remodel budget is approximately $2.8 million. Detailed project plans are available for review.

Teressa Potter, Meadow Brook Administrator reported to the Board with updates on:

1. Operations and Clinical Updates - Leadership transitions continue to progress well.
    - The transition from Theoria to Sound Physicians has been completed, and operations are running smoothly.
    - The oxygen supplier transition to CareLinc remains on track for October 1, 2026.
    - Environmental Services Week is being celebrated in recognition of the Housekeeping / Laundry team's dedication.
    - Staff recently participated in training on fall prevention and behavior management during a visit from Beth Merlo and the SLCS team.
    - A request was submitted to extend the Non-Available Bed Plan through year-end while monitoring potential program changes in 2027.
2. Staffing and Recruitment - Since the last Board meeting, 15 new employees have been hired, including 4 nurses, 5 experienced CNAs, and support staff in housekeeping, dietary, and junior aide roles. Three employees separated from employment, including two nurses and one HHA.
    - The facility will welcome four TBA co-op students in October and currently has five employees enrolled in CNA training, expected to return September 29.
    - Agency staff utilization continues to decline and currently consists of 15 staff members (2 nurses and 13 CNAs). Recruitment, retention, and workforce development efforts continue to strengthen staffing levels while reducing reliance on agency personnel.
3. Falls – August ended with a total of 28 falls. As of September 15, we have recorded 9 falls for the month of September. This represents a decrease compared to August; however, continued monitoring and fall prevention efforts remain a priority.
4. MVA and Facility Projects – We continue to work through the deposit requirements for the elevator project. Final project cost estimates have been provided to Janet; however, she has requested a copy of the deposit invoice before moving forward. We are currently awaiting that documentation from KONE.
    - Additionally, the last available apartment was filled this past weekend, and all units are now occupied.

- Following recent water testing results that showed elevated levels, Alan and I met with EGLE on Wednesday to review the findings and discuss next steps. Alan will provide a summary of the testing results and the corrective action plan.
- Alan continues to work closely with Tweet Garrot regarding the Daikins Project and the importance of maintaining a strict timeline so we can effectively plan for the future of Antrim Lodge. There is a strong possibility that we could have two major capital projects occurring simultaneously: the MVA Elevator Project and our "Ditch the Daikins" Project at Meadow Brook. Planning for both projects concurrently will be important as we evaluate operational needs, timelines, and resource allocation moving forward.

5. Looking Ahead –
    - September 24: Cruising Pirates Car show (We would LOVE to see you there!)
    - October 6: Union negotiations (wage and insurance openers only)
    - October 8: Voluntary workplace audit
    - October 21-23: Paige and I will attend the MCMCFC Fall Financial Conference on Mackinac Island

Aleasha Morgan, Meadow Brook Director of Nursing reported to the Board with updates on:

1. Staffing: Teressa has addressed most of the key points regarding the Nursing Department's staffing situation and the strides we continue to make toward being fully staffed with Meadow Brook employees by the end of 2026. We continue to make significant progress in this area. Greater staffing stability will benefit both the consistency of resident care and our overall quality measures. The CCCs, Tracy Maza, who has taken over Jordan House, and Joe Timsak, who is now the appointed CCC of Orchard, are adjusting well in their roles.

2. Resident Census: Maximum census: 113 Current census: 105

3. Infection Control: We currently have one staff member who tested positive for Influenza A on 9/18. We have two influenza clinics scheduled. The first is for all residents and will take place September 15 and 16. The second is mandatory for all staff and will be held September 21 through 25 in Meguzee Hall. We currently have all consents completed for the 2026-2027 COVID-19 vaccines and are awaiting shipment to the pharmacy so that an order can be processed. Stephanie Elsey is transitioning well into the Infection Preventionist role and is assuming the day-to-day responsibilities previously managed by me.

4. Resident Care: We continue to focus on fall prevention facility wide. As of the date of this report, we have had eight falls in September. On 8/31, Beth Merlo, State Surveyor, was on site to provide consultation and education regarding fall prevention and behavior management. This was completed as part of our preparation for State Survey. We are also actively working to strengthen medication management, storage, and administration practices. Lisa Shocke, our pharmacy nurse clinician, has been on site to complete audits. Adjustments have been made based on her findings, and she will return on 9/18 to assess

whether improvements have been sustained. Our goal is to complete skills labs for nurses and CNAs during the flu clinic. This will serve as an additional educational tool and another step in our preparation for State Survey.

5. Equipment: We purchased a second ARJO bath chair last week. At this time, all six units are sharing one chair, which has become increasingly difficult operationally. The purchase was included in the 2026 budget and is being completed within the allotted funds.

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

1. Fire / Life Safety Issues: OSHA voluntary site consultation scheduled for 10/08/26.
2. Physical Plant / Environmental:
   - Door Access Control System: In progress, installation complete in the 3 story, Glacier Hill and Cedar River.
   - Daiken Phase Out / Replacement – Met with engineering to discuss findings, calculations and equipment placement. Discussion of Tweet Garot Presentation.
   - Safety and Security Lighting LLC - $151,000.00 authorized for the project, materials on order and installation scheduled for 10/06/26-10/14/26 to LED upfit Meadow Brook and Meadow View Apartments.
   - Flooding / Storm Damage – We continue to have heavy rains taking a toll on the grounds, looking into culvert replacement options to increase diversion ditch flow capacity.
   - Oxygen Supplier Issues – Change in supplier on track for 10/01/26.
   - Fiber Optic Conduit Installation – We survived so far, potential utility impacts from the directional drilling include water, fire suppression, cable TV, sewer, internet.
   - MVA Elevator project is moving forward.
   - IT Server Room – A/C split unit emergency replacement.
3. Water Management: Monitoring samples obtained, results are trickling in. Working with EGLE, DHHS, Health Department, Gourdie Fraser Associates on reported lead and copper results.
4. Department Update: Department fully staffed.

Paige Tallent, Meadow Brook Finance Director, reviewed with the Board the July 2026 Financial Reports:

1. Census: July 93.4% vs. June 96.5% YTD 2026 93.6% and Budgeted 90%.
2. Net Loss/Gain: July Net Loss ($62,152.00) vs. June Net Loss ($110,960.00) YTD 2026 Net Loss ($634,446.00).
3. Cost Per Patient Day for July $622.55 vs. June $604.73 YTD 2026: $627.59.
4. Accounts Receivables Balance: July $1,701,749.00 vs. June $1,551,759.00 (30 days).
5. Private Pay Past Due Accounts: July $67,694.40 vs. June $77,226.69.
6. Restricted Funds Balances: July $814,922.52 vs. June $814,921.88.
7. Depreciation Fund Balances: July $820,442.98 vs. June $818,829.10.
8. Meadow Brook Debt Retirement Balance: July $11,400.72 vs. June $11,393.46.
9. General Cash Balance: July $15,356,693.78 vs. June $16,651,254.24.
10. Contingency Fund Balance: July $927,317.53 vs. June $924,509.26.
11. Bond Debt Retirement Fund Balance: July $838,772.50 vs. June $838,772.50.

12. Meadow View Apartments Report: July Net Gain $4,887.18 vs. June Net Gain $792.89 Occupancy at 95% YTD Net Gain $5,241.68.
13. Paige was contacted by Carol Wright, State of Michigan auditor, saying that we will start our 2024 State of Michigan Audit on September 28, 2026.
14. We are gearing up for wage negotiations that are scheduled for October 6, 2026.
15. Paige will have final budget prepared next month for approval.
16. We still have not heard any news on the federal assistance funds grant from Senator Slotkin.
17. We received our new Medicaid rate - $473.95 which is a $5.04 increase. Plante Moran was predicting an $8.00 increase.
18. DCW – We received a memo from the State of Michigan that we will receive DCW funds based on our 2025 cost report data and Medicaid utilization rate.

Motion to approve the July 2026 Financial Report made by Gary Muller, seconded by Fred Harris, all yeas, motion carried.

Motion to approve the August 2026 Invoices and Check Register for the total amount paid $928,052.91 made by Gary Muller, seconded by Fred Harris, all yeas, motion carried.

Motion to approve the increase of CAR #3 of 2026 to $60,026.01. We had originally budgeted $58,000.00, but freight put us over on the sheer amount of furniture was shipped, made Gary Muller, seconded by Fred Harris, all yeas, motion carried.

Motion to approve emergency CAR #14 of 2026 not to exceed $9,000.00. The mini split a/c unit for the IT server room needed to be replaced due to continued repairs and refrigeration gas leaks into the facility interior. This unit protects the main server and in-house data network from damage due to heat accumulation and is critical to continuity of operation of the facility made by Gary Muller, seconded by Fred Harris, all yeas, motion carried.

Motion to approve the removal of Marna Robertson as a signer from the Alden Bank accounts ending 9478 (Accounts Payable), 7016 (Meadow View Apartments), 1086 (Payroll) and 4807 (Resident Council) and Huntington accounts ending in 4906 (Resident Trust) and 5587 (Restricted Funds). At this same time Paige will be changing her name from Paige Windish to Paige Tallent, made by Fred Harris, seconded by Gary Muller. All yeas, motion carried.

Resolution 5 of 2026 supporting modification of FY 2027 Medicaid Rate calculations to address Direct Care Worker (DCW) and Non-Clinical Wage funding changes. The FY 2027 State Budget will stop reimbursing nursing facilities for Direct Care Worker (DCW) and certain staff wage enhancements on non-Medicaid resident days beginning October 1, 2026. While these costs will eventually be recognized through the Medicaid reimbursement system, facilities will experience a significant cash flow delay in recovering them.

This resolution asks the Board to support a proposed change to the Medicaid rate calculation process that would allow these allowable wage costs to be reflected in facility Medicaid rates beginning October 1, 2026. The change would help avoid cash flow disruptions, preserve our ability to recruit and retain staff, and use the existing Medicaid reimbursement methodology without creating a new payment system or additional administrative burden. Approval of this resolution authorizes the facility to advocate for this rate methodology change with state officials.

Motion to adopt Resolution 5 of 2026, supporting modifications to the Fiscal Year 2027 Medicaid rate calculation methodology to allow allowable Direct Care Worker (DCW) and Non-Clinical Wage costs to be reflected in Medicaid reimbursement rates effective October 1, 2026, and to authorize administration to advocate for this rate methodology change with appropriate state officials made by Gary Muller, seconded by Fred Harris, all yeas, motion carried.

Motion to approve July 2026 Meadow View Apartment Financials made by Fred Harris, seconded by Gary Muller, all yeas, motion carried.

Motion to adjourn at 12:04 p.m. made by Gary Muller, seconded by Fred Harris, all yeas, motion carried.

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Fred Harris, Chair Maureen Clore, Secretary to the Board