

10/22/15

The October 2015 Regular meeting of the Meadow Brook Governing Board/Antrim Co. Human Services Board was held on Thursday, October 22, 2015 at Meadow Brook Medical Care Facility. Fred Harris, Chairman, called the meeting to order at 9:01 a.m. Those present were Fred Harris, Chairman, Rick Teague, Vice Chairman; Michael Ballard, Board Member; Marna, Robertson, Meadow Brook Administrator, David Schulz, Meadow Brook Director of Administrative Services; John McCleese, Meadow Brook Director of Maintenance; Ben McGuire, Meadow Brook Systems Administrator; and Rhonda Groeneveld, Meadow Administrative Assistant, acting Secretary for Antrim County Human Services Board.

Public Comment: None.

Meeting minutes of the Regular Meeting 9/24/15, motion to approve and accept as amended by Rick Teague, seconded by Michael Ballard, all yeas, motion carried.

John McCleese, Director of Maintenance present to the Board with updates on:

1. Heating Issues: I have not heard any response from the Daiken representative that was on site. We are continuing to find worn out oil return tubes on the Daiken systems from piping rubbing together and scheduling repairs in hopes that they don't fail in the winter.
2. Radiant Panels / Supplemental Heat: The radiant panel project is going well with 3 wings now complete. I will be meeting with the owner of Temperature Control Inc., and Nealis Engineering on 10-23-15 to discuss options for reuse of the boilers to provide additional heat. I have priced 2 portable diesel fired indirect heaters that are small enough to move around to get all of the areas we may need and would like to CAR for January 2016.
3. Fire Marshall Update: We have completed all of the items on the list that the Fire Marshall provided after his reinspection with the exception of fire caulking. We are continuing to caulk and hopeful that we can be finished in a few weeks
4. ATS #3 (Automatic Transfer #3) Update: Repairs were complete on 10-20-15 by the manufacturer. Unfortunately they did not find anything that would explain why this is happening.
5. Exit Lighting Update: I have asked F & Z Electrical to come up with a plan since HDJ has not addressed the issues. After temporary lighting was installed our next inspection showed that we had still not met the requirements.
6. Courtyard Water Feature: We attempted to add bird bath / fountain to the center of the new courtyard this summer. We planned to tie into the courtyard lighting to provide an outlet and realized the lighting is controlled by a timer. We opted to order a solar fountain and did not receive it. I will revisit the issue before next spring.

Marna Robertson, Administrator reported to the Board with updates on: 1. **Point Click Care** - Go live tracking for 12/1/15. We are working fast and furiously to get all staff trained, data inputted and various departments are attending coaching sessions weekly. 2. Working on 1 Involuntary Discharge due to divestment of funds and no payer source. Administrative hearing set for 10/14/15. Since have been approved by Medicaid and Administrative Law Hearing has been cancelled. 3. **Union Negotiations** are set for October 13th, 21st and 26th. To date we have not received our State Medicaid rates that were due from the State by October 1st. We may

need to defer economic issues until we receive what our Medicaid rate will be. 4. **Follow up on TAA** (Township Ambulance Authority) - utilizations regarding non emergency transports. Spoke with Wendy Dawson to clarify. Currently the facility uses TAA for all emergency transports and we use them for transports for non emergency runs from MB to appointments when the resident is not able to use the van/ACT for whatever reason. Wendy would like MB to ask the hospital's to call TAA to transport new admissions/re-admissions that are being discharged from hospital to MB. I have directed our Admissions team to ask the discharge planners but prefaced this with MB cannot really control who MMC or any hospital uses. 5. Followed up calls with Senator Wayne Schmidt, regarding concern with Bureau of Fire Services; left two messages to date. 6. Commissioner's Meeting on 10/8/15 made the decision to go to 2 full meetings a month and stop sub-committee meetings. Major shift in process, not sure how it will work out but I will make sure we keep the loop of communication going. 7. Letter sent to Dispatch Central Monitoring for more fire safety compliance. See attached. Terror Threat Policy sent out as reminder to staff. We will be drilling on this in the near future. 8. Halloween Happenings! – Community Open House Trick 'R Treat on Friday, October 30, 2015 from 6:00 p.m. to 7:30 p.m.

Michael Ballard, Member announced his resignation from the Board but will help the Board until a new appointment has been made. Thank you for your service to the Antrim County Human Services Board. You will be missed.

Fred Harris motion to move into Closed Session for purposes of reviewing labor relations agreement at 10:00 a.m.

Reconvened to Regular Session at 10:40 a.m.

David Schulz, Meadow Brook Administrative Services Director reviewed with the Board the August 2015 Financial Reports:

1. Census: August 94.2% vs. July 87.3% YTD 87.6% and Budgeted at 96%.
2. Net Loss/Gain for August \$86,161.00 vs. July (\$77,304.00) YTD 2015 (\$944,285.00).
3. Cost Per Patient Day for August \$307.32 vs. July \$351.35 YTD 2015: \$360.54.
4. Accounts Receivables Balance: August \$2,199,007.00 vs. July \$1,885,330.00 52 days).
5. Private Pay Past Due Accounts: August \$244,373.35 vs. July \$243,170.13.
6. Restricted Funds Balances: August \$844,117.60 vs. July \$843,978.51.
7. Depreciation Fund Balances: August \$264,712.19 vs. July \$65,878.76.
8. General Cash Balance: August \$283,653.27 vs. July \$736,528.11.
9. Contingency Fund Balance: August \$1,490,012.81 vs. July \$1,489,853.61.
10. Meadow View Apartments Report: August \$5,902.23 vs. July (\$1,724.07) with Occupancy at 84% YTD \$40,072.89.
11. Reviewed Actual vs. Budget Statement of Operations.
12. Reviewed 2016 Budget.
13. Proposed Private Pay Increase to \$315.00 due to increase.
14. MERS Required Employer Contribution

Motion to approve Resolution #2 of 2015 to increase the daily Private Pay rate to be increased to \$315.00 from \$295.00 to be effective January 1, 2016 made by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Motion to approve \$.30 (2%) union represented pay increase and 2% non-union pay increase made by Fred

Harris, seconded by Rick Teague, all yeas, motion carried.

Motion to approve revised 2016 Budget reflecting Private Pay rate increase, Non Union staff wage increase and Union Staff wage increase made by Rick Teague, seconded by Michael Ballard, all yeas, motion carried.

Motion to pay Meadow Brook bills, made by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Motion to pay Meadow Brook Monthly Vouchers made by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Motion to adjourn at 11:31 p.m. by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Fred Harris, Chair

Patricia Simmons, Secretary to the Board