

12/12/18

The December 2018 Regular meeting of the Meadow Brook Governing Board /Antrim Co. Human Services Board was held on Wednesday, December 12, 2018 at Meadow Brook Medical Care Facility. Fred Harris, Chairman, called the meeting to order at 9:05 a.m. Those present were Fred Harris, Chairman; Rick Teague, Vice Chairman; Mike Paradis; Member; Maureen Clore, Antrim County DHHS Director; Melissa Zelenak, Antrim County Commission Liaison, Marna, Robertson, Meadow Brook Administrator; David Schulz, Meadow Brook Director of Administrative Services; Cheryl Patton, Meadow Brook Director of Nursing; Ben McGuire, Meadow Brook Systems Administrator and Rhonda Groeneveld Meadow Brook Administrative, Meadow Brook Acting Secretary for Antrim County Human Services Board.

Public Comment: None.

Meeting minutes of the Regular Meeting 11/15/18, motion to approve and accept corrected minutes as presented by Mike Paradis, seconded by Rick Teague, all yeas, motion carried.

Maureen Clore, Antrim County DHHS Director reported with updates on: 1. No expenditures in November. Received Mineral Rights check for \$30.10. 2. Request for support for payment of security deposit towards an apartment for a homeless woman in the amount of \$275.00. 3. Lansing has put a hold on rolling out Universal Case Load to other counties due to technical issues and decrease in staff to manage the system. 4. Continuing to look at audit findings and monitor those. 5. Combining our Foster Home License with Charlevoix / Emmet. 6. Holiday Party was a huge success with over 100 Foster Families. Buddy the Elf was present. A good time was had by all. 7. Staffing our Appropriation Committee. Still hoping to have a staffing package in January. 8. Today we are fully staffed in our Assistant Payments. 9. Have not heard any new news on the Transition Team for the Governors Office.

Motion to support payment towards funding security deposit for \$275.00 made by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Motion to approve and accept the DHHS Financial Report made by Rick Teague, seconded by Mike Paradis, all yeas, motion carried.

Marna Robertson, Meadow Brook Administrator presented to the Board updates on: 1. Major Activity ending 2018-2019: 1. MDI / Matrix - Payroll system change and Accounts Payable transition to new system. We expect delays and software hiccups. Currently, we are having an employee volunteer control group enter punches in the new and old systems to monitor. State of Michigan Treasury issued a standardized Chart of Accounts mandate for all government entities. This is a HUGE issue for MCF's! Delay until 1/1/20. 2. LOCD - #1 priority for end of year and beginning of 2019. Level of Care Determination (LOCD) is required for Medicaid reimbursements. Many unknowns on the new way the State wants it filled out effective 10/01/18, although there is an effective date of 1/1/19 too? We will be in compliance as we can best interpret the revisions and ambiguity from the State of Michigan by 1/1/19. 3. PDPM - Patient Drive Payment Model: PDPM will replace the RUGS. More focused driven on entire health of patient instead of heavy therapy driven. MDS will be the tool. Diagnosis, Coding, GG, and Billing must be in sync. More drill down to patient specific diagnosis and baseline health status. PDPM will be effective 10/1/19. The team has been collecting info. I will be scheduling routine meetings after the first of the year. This is very similar to the DRG system hospitals use. 4. INDIGO Physician Group – received a notice from Lisa French stating they are changing their charting system and will no longer be printing progress notes. Changes are supposed to be effective January 1, 2019. Marna and Cheryl will be setting up a meeting asap. This is not happening! 5. CVS Pharmacy – We are in a three year contract next October we can willing leave. We are very displeased with Omnicare / SPS. Stay tuned. 6. Detroit Bio-Medical Lab – We have been asking them to integrated to PCC. We have been working on this for a year and half.

If they do not agree to integrate we will be looking for a new lab vendor. 7. Complaint Survey last week. State came and investigated the complaint but we were cleared.

Convene for break 10:15 a.m.

Reconvene from break at 10:30 a.m.

Cheryl Patton, Meadow Brook Director of Nursing reported to the Board with updates on: 1. Continuing to work on Nurse recruitment. 2. Capital Appropriations Budget Request – for \$8,200.00 Arjo Alenti shower chair with scale.

Motion made to amend and increase the 2018 CAR Budget in the amount of \$8,200.00 for the purchase of Arjo Alenti shower chair with scale made by Mike Paradis, seconded by Rick Teague. All yeas, motion carried.

John McCleese, Meadow Brook Director of Maintenance reported to the Board with updates on: 1. Heating: The new rooftop heaters seem to be working fine and performing how we expected, however we have some small rooms that are overheating and we may need to install independent air conditioning units in these areas. We continue to have Daiken problems, even with low usage. After winter we may be able to consider not making repairs and eliminating the Daiken systems in the renovated areas. 2. Jordan House and Orchard Hill Smoke Barriers: I have been chasing contractors for some time now and cannot get any of them to follow through. I have calls to new contractors to see if they can get going on these projects. 3. Emergency Preparedness: I am looking into updating and expanding our current in house “walkie talkie” system to have inter departmental communication both in house and off the premises if evacuation was needed. 4. Exterior Lighting: We have had multiple recent failures of the exterior lights on the building. Replacement cost was around \$1,500.00 per fixture. We were able to find a similar fixture for around ½ the cost. Rob Silk from Arndt Electric learned of a college campus that had the same fixtures as our existing fixtures and said they only lasted a few years and all started to fail at the same time as we are seeing. As our parking lot lights are burning out we are converting them to L.E.D. This can be done for around \$50.00 extra per fixture and will pay for itself in a short time. 5. Doors: As we have to repair and replace fire doors asking to amend 2018 CAR Budget for \$20,000.00.

Motion to amend increase the 2018 CAR Budget for the purchase of 6 fire doors in the amount of \$20,000.00 made by Mike Paradis, seconded by Fred Harris. All yeas, motion carried.

David Schulz, Meadow Brook Administrative Services Director presented October bills for approval. October Financial reports will be presented at the January 2019 Board meeting.

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

Motion to adjourn at 11:01 a.m. a.m. by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Fred Harris, Chair

Maureen Clore, Secretary to the Board