

10/24/19

The October 2019 Regular meeting of the Meadow Brook Governing Board /Antrim Co. Human Services Board was held on Thursday, October 24, 2019 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; Maureen Clore, Antrim County DHHS Director; Melissa Zelenak, Member; Mike Paradis, Vice Chairman; Marna Robertson, Meadow Brook Administrator; David Schulz, Meadow Brook Director of Administrative Services; Ben McGuire, Meadow Brook Systems Administrator; John McCleese, Meadow Brook Director of Maintenance; Angie Rainey, Meadow Brook Housekeeping Services Director; Kristina School, Meadow Brook HIS Coder, Corporate Compliance Officer; Amy Pearson, Meadow Brook Social Worker; and Rhonda Groeneveld Meadow Brook Administrative, Meadow Brook Acting Secretary for Antrim County Human Services Board.

Public Comment: None.

Guests Present: None.

Meeting minutes of the Regular Meeting 9/26/19, motion to approve and accept corrected minutes as presented by Fred Harris, seconded by Mike Paradis, all yeas, motion carried.

Maureen Clore, Antrim County DHHS Director reported with updates on: 1. \$2346.24 in expenditures for September. \$1,206.24 was Board pay and \$1,140.00 was paid for preschool for a foster child. 2. \$500.00 was requested to support the Annual Foster Care Christmas party and \$300.00 was requested to support foster children participating in Shop with a Hero. 3. Universal Case Load GeoGroup split did occur on 10/21/19. Overall the split has been positive. Director Gordon will make a decision in December if the program will continue. 4. Asset changes for cash assistance, food assistance and state emergency relief are being implemented effective 12/1/19. Asset limits for all programs listed will be \$15,000.00. Clients will be able to self attest to their assets, cutting down on paperwork for both clients and staff. 5. The State continues to work out the process for clients to self attest to work requirements for the Healthy Michigan Plan. 6. Similar to the revamping of the DHHS application, the State is working on simplifying redetermination paperwork. The new paperwork is expected to go live June 2020. 7. Maltreatment in Care continues to be a focus in child welfare. Looking at ways to bring more prevention to the system to help continue to decrease the use of foster care. 8. Raise the Age legislation is expected to pass with a potential implementation date of October 2021. 9. Adult Services computer system can now generate reports. Stats will be presented in November. 10. DHHS is working with Antrim County Probate Court and Commission on Aging to bring resources to seniors to assist with filling out DPOA paperwork. 11. Staffing packages and local county appropriations should be coming out in November.

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

Motion to approve request for October expenditures in the amount of \$800.00 (\$500.00 was requested to support the Annual Foster Care Christmas party and \$300.00 was requested to support foster children participating in Shop with a Hero.) made by Mike Paradis, seconded by Fred Harris, all yeas, motion carried.

Marna Robertson, Meadow Brook Administrator reported to the Board with updates on:

1. MDDHS VCL limits potential reduction to 65% reimbursement. Letters sent to the Governor, Legislature, and MDDHS Director, Robert Gordon.
 - a. See attached.
2. CMS – adding Abuse indicator on the Nursing Home Compare site. 75% of the Nursing homes in Michigan would be on the “DO NOT ENTER” list. We continue to be a major outlier in citations particularly IJ’s, G’s concerning Abuse, Neglect etc.
 - a. See handouts.
 - b. Pain Quality Indicators will be removed starting October 2019.
3. Involuntary Discharge - We have proceeded to have a resident discharged using the Involuntary Discharge process. Very convoluted case, lawyers involved, courts involved, State and Ombudsman involved, APS involved. I expect we will have a substantial right off because of this fiasco as an outcome. Future mitigation will be NOT to admit any resident from an APS referral unless there is a guardian AND conservator in place.
4. Annual Survey 10/14-10/16: Received (6) citations for the following:
 - a. *F-689 Free of Accident Hazards / Supervision / Devices*
 - b. *F-700 Bedrails*
 - c. *F-726 Competent Nursing Staff*
 - d. *F-759 Free of Medication Error 5% or more*
 - e. *F-761 Labeling / Storage of Drugs and Biologicals*
 - f. *F-880 Infection Prevention and Control*

Expecting (2) minor citations from the Fire Marshall.

5. To date, no word on Mike's replacement.
6. Meeting with Dr. Mark Jackson, PACE Medical Director to talk about services for our discharged residents who are on Medicaid.
7. Tentative Union Negotiations are tabled until we hear what the VCL comes in as. We will proceed with Open Enrollment as planned so employees will not have a break in health insurance.
8. Discuss dates for November and December meetings.
9. Doris Barkovich, LPN, Clinical Care Coordinator will be retiring as of Friday after 22 years.

Kristina School, Meadow Brook Corporate Compliance Officer, Medical Coder reported to Board with updates on: 1. HIPAA education in newsletters. 2. Monitor BAA's on a monthly basis (send out notices when service agreements need to be updated and/or renewed; current licensure and/or insurance coverage; current TB tests.) 3. Disaster Recovery Plan – print resident admission records/face sheets and monthly physician's orders on a monthly basis. 4. Conduct a medical record chart audit once a month with Dr. Viall. 5. Meet with Therapy Rehab director Leah Molitor twice a month to review therapy documentation and to ensure therapy orders are being entered into PCC. 6. Updated facility Fee Schedule policy per the 2019 Medical Records Access Act Fees.

John McCleese, Meadow Brook Director of Maintenance reported to the Board with updates on:

1. Access Controls / Wanderguard and Nurse Call:
 - We have installed several keypads in the service hall area and are working on household entry doors next. Wiring has proven to be more difficult than we expected and is slowing the process down.
 - We have had to add several keypads to the original "emergency" amount due to finding out additional doors were "piggy backed" to the front doors and had to be converted to key pads.
1. Heating:
 - We are shutting down all Daiken units in the renovated section of the facility and heating / cooling with the roof top units only at this time.
2. Fire Marshal Citations:

- We received (2) citations from the Fire Marshal: (1) for a candle in the Beauty Shop and (1) for monthly elevator test not being performed. The Fire Marshal had just learned of the monthly test requirement himself and was not surprised to learn we were unaware. Both are easy citations to correct.

David Schulz, Meadow Brook Administrative Services Director reviewed with the Board the August 2019 Financial Reports:

1. Census: August 93.7% vs. July 92% YTD 87.3% and Budgeted at 91%.
2. Net Loss/Gain for August \$1,047,826.00 vs. July \$78,961.00 YTD 2019 \$624,338.00.
3. Cost Per Patient Day for August \$386.77 vs. July \$387.59 YTD 2019: \$418.46.
4. Accounts Receivables Balance: August \$1,614,453.00 vs. July \$1,451,069.00 (34 days).
5. Private Pay Past Due Accounts: August \$160,295.41 vs. July \$140,710.03
6. Restricted Funds Balances: August \$683,665.97 vs. July \$683,659.29
7. Depreciation Fund Balances: August \$398,324.84 vs. July \$412,911.74
8. General Cash Balance: August \$5,782,181.32 vs. July \$4,778,481.50
9. Contingency Fund Balance: August \$1,530,746.98 vs. July \$1,529,296.31
10. Meadow View Apartments Report: August \$7,288.81 vs. July (\$4,869.68)
Occupancy at 100% YTD (\$207.80)
11. Resolution No 7 of 2019 Bad Debt Write Off
12. CAR Budget Request 2020
13. 2020 Operations Budget – Tabled until November.
14. Resolution No 8 2019 – Private Pay Rate

Motion to approve Resolution No. 7 of 2019 subject to the Antrim County Human Services Board acknowledges the due diligence and documentation of the actions taken in the attempt to collect the following bad debts of \$20, 710.32 in write offs; \$114,193.32 in Adjustments and Contra charges with a grand total of \$134,903.64 made by Mike Paradis, seconded by Melissa Zelenak, All yeas, motion carried.

Motion for approval of Capital Appropriation Budget for 2020 in the amount of \$415,600.00 made by Melissa Zelenak, seconded by Mike Paradis, all yeas, motion carried.

Mike Paradis made the announcement that when his term is up in October that he will retire from the Board. We appreciate the years of service that Mike has given to the Board and Meadow Brook Medical Care Facility.

Motion to approve resolution No. 8 of 2019 to increase the daily Private Pay Rate from \$340.00 to \$350.00 effective January 1, 2020 made by Fred Harris, seconded by Mike Paradis, all yeas, motion carried.

Motion to pay Meadow Brook bills, made by Mike Paradis, seconded by Melissa Zelenak, all yeas, motion carried.

Motion to pay Meadow Brook Monthly Vouchers made by Mike Paradis, seconded by Melissa Zelenak, all yeas, motion carried.

Motion to adjourn at 10:54 a.m. by Mike Paradis, seconded by Fred Harris, all yeas, motion carried.

Fred Harris, Chair

Maureen Clore, Secretary to the Board