

4/15/2021

Antrim County Building

The April 2021 Regular meeting of the Meadow Brook Governing Board / Antrim Co. Health and Human Services Board was held on Thursday, April 15, 2021 at the Antrim County Building due to COVID-19 Pandemic. Fred Harris, Chairman called the meeting to order at 10:00 a.m. Those present were Fred Harris, Chairman; Maureen Clore, Antrim County Health and Human Services Director; Rick Teague, Member; Ed Boettcher, Antrim County Commissioner Liaison; Marna Robertson, Meadow Brook Administrator; Deb Haydell, Meadow Brook Finance Director; Cheryl Patton, Meadow Brook Director of Nursing; and Rhonda Tomczak, Meadow Brook Administrative Assistant, Meadow Brook Acting Secretary for Antrim County Human Services Board.

Public Comment: None.

Guests Present: Susan Depky, Marketing / Up North Live!

Meeting minutes of the Regular Meeting 3/18/2021, motion to approve and accept as presented by Rick Teague, seconded by Fred, all yeas, motion carried.

Maureen Clore, MDHHS Director reported to the Board with updates on: 1. Expenditures for March \$1,918.50 for 3rd and 4th Quarter Board Salary from 2020. Will continue to ask for the full Appropriation from the County for \$15,000.00 but will keep \$5,000.00 at the County to streamline the Board Pay process. \$10,000.00 will still go to the State of Michigan for the bills that still get paid. No requests for appropriation this month. 2. Department Updates – APS Team has been busy in Charlevoix / Emmet area; APS is not fully in the field yet. Still assessing risk at this time. We have really encouraged the least amount of face to face. 3. Assistance Payment – getting caught up on backlog and almost at zero cases overdue. Seeing a decrease in our geo group for food assistance. Did see an increase in Child Development cases. 4. FACT Sheet overview of what is happening within the State. 5. Child STAT – Deep dive into demographics, services provided and how it is going. Hope to bring a full report to the July Board Meeting. 6. Staffing – We were doing so well and then DDS posted lots of jobs and losing we are losing a lot of staff to those positions. Also going to have 2 CPS openings as well as a CPS Supervisor position.

Motion to approve the Annual MCSSA dues in the amount of \$1,400.00 made by Rick Teague, seconded by Fred Harris, all yeas, motion carried.

Motion to approve Financial report made by Rick Teague, seconded by Fred Harris, all yeas, motion carried.

Presentation to the Board from Susan Depky, Marketing Strategy for Meadow Brook Medical Care Facility in partnership with Up North Live!

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

1. Vaccinations – Vaccinations open to the world but we still can't get vaccines in house! Cheryl will expand on this.
2. Outbreak Testing until 4/19 – Most recent staff positive April 8, 2021. General visitation is suspended until on or after April 26, 2021 provided there are no new positives between now and then. We have continued to allow window visits, televisits and Compassionate / End of Life visits. We offer but do not require visitors to be tested per CMS Guidelines QSO-20-39-NH revision 3/10/.21. a. County Positivity Rates are skyrocketing! Antrim 13.9%; Emmet 12.1%; Otsego 24.8%; Kalkaska 22.5% and Grand Traverse 14.2%. We expect the post Easter spike as well! b. Offered employees who have been vaccinated a one-time \$200.00 incentive bonus and any employee who gets the vaccine shows proof of full vaccination status will be offered the same. We have to do everything in our power to encourage, educate staff to see the benefits of vaccination to stop the spread in community and keep resident's safe.
3. Updated Visitation Policies to reflect current CDC / CMS Guidelines.
4. Virtual Conference coming up - Joint Provider Training April 27, 2021 and Legislative Conference April 28th and 29th, 2021.
5. Marketing Presentation: Susan Depky, Up North Live.
6. Cheryl and I are researching nursing scouts domestic and international.
7. Handout on CDC Health Alert regarding Johnson and Johnson Vaccine.

Cheryl Patton, Meadow Brook Director of Nursing reported to the Board with updates on:

1. COVID-19 –
 - a. 3 Residents are currently positive. One of the residents did receive the Pfizer vaccine in January.
 - b. 82 current residents have been vaccinated (current census 93).
 - c. 84 - staff / regular contracted staff have been vaccinated (188 approximate employees).
 - d. 9 – residents in house who are not vaccinated (refused or ineligible).
2. Immunization Sources –
 - a. Health Department of NW Michigan
 - i. Utilized their Alden site clinic on 4/6/21 and 4/14/21 for resident immunization. Transport arranged via ACT and staff attended.
 - ii. 8 residents immunized.
 - iii. 4 residents scheduled for the next clinic.

- b. East Jordan / Bellaire Family Health Center
 - i. Reached out to BFHC to see if they could do immunization at Meadow Brook. Agreement from them to assist us when we have approximately 5-10 residents / staff who need immunization we will call and they will arrange a date to come and vaccinate.
 - c. Staff encouraged to seek vaccination at Family Fare or Bellaire / EJ Family Health Center as they have the Johnson and Johnson vaccination which is 1 immunization and done. This may encourage more staff to get the vaccination.
 - d. Our Pharmacy OMNICARE has an announcement for us on Friday, April 9, 2021 about the COVID – 19 Vaccination. Hopefully it will be that we can obtain the vaccine in house. More info to follow. Due to recent CMS Alert regarding the Johnson and Johnson vaccine this has been put on hold at this time.
 - e. Staff positives and rising County Positivity – due to the continued staff positives and our increased positivity rate we implemented N95 Masks for clinical staff and continued use of the face shields in all households on 4/6/21.
- 3. Staffing –
 - a. Separation of nurse aides continues
 - b. Multiple staff medical leaves are adding to the staffing shortage
 - c. Looking at outside recruitment of nurses using a professional recruiter, consideration of outside US recruitment of RN's.
- 4. Equipment –
- 5. State of Michigan –
 - a. Awaiting return visit for infection control survey from January 2021
 - b. We are in our window for our Annual Survey

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

- 1. 2021 C.A.R.
 - a. Storage Container Project (Item 12)
 - i. Union Designs has started hauling material to the site. They are going to start work on this next week.
 - ii. 2 of 3 containers are on the Vendors lot ready for delivery, 3rd is on order.
 - b. Barn Access Road Paving (Item 1)

- i. Contract has been made with the contractor, project is on the schedule for as soon as we have sustained warm temperatures, tentative schedule is late May / early June.
 - c. Seal Coat / Lot Stripping (Item 2)
 - i. Contract has been made with the contractor, project is on the schedule for as soon as we have sustained warm temperatures, tentative schedule is May.
 - d. Kubota Tractor (Item 5)
 - i. Kubota LX261hsdc has been delivered from Ginop Sales as of 4/14/2021, previously spec'd unit B2650hsdc model line was discontinued in 2020, LX260 is the direct replacement.
 - e. Perennial Bed Renovation (Item 6)
 - i. Reached out to Cyman's Garden to review pricing as this was a carryover project initially quotes in 2019, 2019 pricing was \$5,100.00. John Cyman indicated there has been a 10% increase in materials cost bringing the estimate to \$5,610.00. Request budget approval increase to \$6,000.00.
 - f. Replacement Fire Doors (Item 7)
 - i. Doors are on order with Allen Supply, Vendor indicated a long wait time (8-12 weeks) for delivery installation will be scheduled as the units arrive.
- 2. Staffing
 - a. Full Staff, all are well.
 - b. Working with Assistant Supervisor to increase department training.

Deb Haydell, Meadow Brook Finance Director presented to the Board that due to audit the February Financials will be presented at the May meeting.

1. Presented revised CAR 2021 Budget to increase by \$900.00 for Cyman's Garden increase for perennial bed renovation not to exceed \$6,000.00.
2. Deb reported that this year there is a special addition to the audit for COVID-19 Revenues and Expenditures. There are 66 employees that received a \$200.00 one-time bonus last pay period for the COVID-19 vaccine incentive (\$13,200.00). Revenue that Deb has report to Plante Moran that Meadow Brook has received in stimulus package \$975,000.00 out of that we did have expenses that leaves us with \$156,721.00. This leaves us funds available to cover the cost of the \$200.00 COVID-19 vaccination incentive.

3. Asking the Board to approve the \$200.00 incentive bonus for staff that do get the COVID-19 Vaccine.

Motion to approve Capital Budget increase request for \$900.00 for the renovation of existing perennial beds on South Side of the Facility for a not to exceed amount of \$6,000.00 made by Rick Teague, seconded by Fred Harris, all yeas, motion carried.

Motion to approve \$200.00 incentive bonus for staff that have received the COVID-19 vaccination made by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Motion to approve the March Invoices and Check Register for the total amount paid \$672,932.95 made by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Motion to adjourn the meeting at 12:02 p.m. made by Fred Harris, seconded by Rick Teague, all yeas, motion carried.

Fred Harris, Chair

Maureen Clore, Secretary to the Board