

08/27/2026

August 2026 Regular meeting of the Meadow Brook Governing Board / Antrim Co. Health and Human Services Board was held on Thursday, August 27, 2026, at Meadow Brook Meguzee Hall. Those present were Fred Harris, Chairman called the meeting to order at 10:04 a.m. Melissa Zelenak, Vice Chair; Gary Muller, Board Member; Maureen Clore, MDHHS Director; Bill Hefferan, Antrim County Commissioner Liaison; Alan Shumaker, Meadow Brook Director of Maintenance; Ben McGuire, Meadow Brook Systems Administrator; Paige Windish, Meadow Brook Finance Director; Aleasha Morgan, Meadow Brook Acting Director of Nursing; Cheryl Patton, Meadow Brook Director of Nursing; Teressa Potter, RN, Meadow Brook Administrator; and Rhonda Tomczak, Meadow Brook Administrative Assistant.

Guests Present: Marna Robertson; Nick Maeder, Plante Moran and Amanda Jorgenson, Plante Moran.

Public Comment: None.

Meeting minutes of the Regular Board Meeting on 07/23/2026, motion to approve as presented by Gary Muller, seconded by Melissa Zelenak. All yeas, motion carried.

Maureen Clore, MDHHS Directed presented to the Board with updates on 1. No expenditures for the month of June, maintaining a balance of \$1,848.71. 2. MCSSA Updates - MCSSA provided legislative updates on several bills being monitored, including support for funding stability of the 988 Mental Health Crisis Response system and proposed guardianship reforms that encourage less restrictive alternatives for adults whenever possible. Discussion also focused on Public Act 69, which now requires probate court approval before a guardian can move an individual from their permanent residence. The committee noted that responsibility for filing these petitions rests with the guardian, not the Department, and members discussed potential impacts on care transitions and placement timelines while awaiting additional guidance and clarification. 3. Department Updates - Particularly busy summer across both Children's and Adult Services, with higher-than-usual caseloads and complex cases. Staffing improvements included the hiring of three Social Services Assistants to support child welfare teams with administrative duties, transportation, and supervised parenting time. The Foster Parent Appreciation Picnic is scheduled for September 12, 2026, in partnership with Grand Traverse County. 4. Assistance Payments continues to experience high demand, while the Department has been allocated additional positions statewide to help address Medicaid-related workload increases. Efforts remain focused on improving SNAP accuracy rates and reducing certification errors through new initiatives and increased staffing. The Department also distributed Summer EBT benefits to approximately 800 local children. 5. Adult Services is continuing strategic planning efforts, with a focus on strengthening data collection and using data-driven decision making. Plans are underway for the annual Adult Services Conference in October, which will provide training and updates on topics including Medicaid and Medicare.

Motion to approve July Financials as presented by Melissa Zelenak, seconded by Gary Muller, all yeas, motion carried.

Nick Maeder and Amanda Jorgenson, Plante Moran, LLC presented to the Board the results of the 2025 Financial Audit. The Board received and reviewed the annual independent audit report. Auditors issued a clean audit opinion with no significant deficiencies, material weaknesses, or compliance concerns identified. The report highlighted increased revenues driven by higher census and favorable Medicaid rates, strong cash reserves, excellent liquidity, low bad debt, and continued financial stability. Auditors commended management and staff for strong financial oversight, accurate reporting, effective reimbursement management, and significant progress in reducing reliance on contract staffing. Discussion also included long-term pension funding considerations and future capital improvement needs. Overall, the audit reflected sound financial management and a strong financial position for the facility.

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

1. Physician Services - Physician Services successfully transitioned from Theoria back to Sound Physicians. Dr. Covell was appointed as the new Medical Director, and Physician Assistant Gabe Snyder remained with the facility to ensure continuity of care for residents. The transition has gone smoothly overall, with minor challenges related to documentation integration and electronic prescribing. Most issues have been resolved, and efforts continue to implement electronic prescribing for narcotic medications.
2. Oxygen Provider Change - Due to changes in its business model, Airway Oxygen notified the facility that it would no longer provide services. Following a review of alternative vendors, CareLinc was selected as the new oxygen provider and is expected to begin service by October 1, 2026.
3. SLCS Survey & OSHA Audit – We have several upcoming consultation and educational opportunities scheduled. On August 31, Meadow Brook will participate in an in-house training opportunity presented by Beth Merlo, LARA State Surveyor through the State Licensing Consultative Section (SLCS). In October, we are scheduled to participate in a voluntary OSHA Workplace Safety Audit to further evaluate and strengthen workplace safety practices throughout the facility.
4. BCBS Review – Completed a virtual skilled nursing facility review with BCBS of Michigan. Meadow Brook achieved a score of 100% compliance with no follow-up required reflecting our team's commitment to regulatory compliance and quality care.
5. The facility reported 23 falls in May 21 in June, and 35 in July. Teressa noted that several July falls occurred during unusual circumstances, including the period following the facility fire and days of poor air quality when resident activities were limited. From August 1 through August 24, 19 falls were reported, reflecting a downward trend in fall occurrences.
6. Leadership Transitions - Several staff transitions aimed at strengthening operations and leadership development. Aleasha assumed the role of Director of Nursing effective September 1, with Cheryl transitioning to focus on QAPI responsibilities. Additional changes included Joe taking on CCC duties on Orchard, Tracy moving to Jordan, and Stephanie transitioning into the Education and Infection Prevention role. Teressa noted that staff are working hard to learn their new responsibilities and settle into their roles.
7. Activities / Community Outings - Teressa reported a significant increase in resident activities and community outings. Recent events included trips to Music in the Streets, Turtle Creek Casino, the COA Picnic, and a hike at Grass River Natural Area, as well as participation in the Rubber Ducky Parade with a Meadow Brook float. Residents also enjoyed an in-house concert by the Poor Boys Band, which drew participation from more

than half of the residents' population. Upcoming activities include additional casino outings, a summer carnival and picnic, the Cruisin' Pirates Car Show, and visits from miniature donkeys and horses.

8. Marketing Update - Teresa reported the launch of a new six-month billboard advertising campaign through Lamar Advertising. The billboard will rotate to different locations every four weeks, beginning in Kalkaska and moving next to Mancelona, to increase community awareness and support recruitment efforts. Teresa is also exploring an additional low-cost advertising opportunity through digital displays at the Secretary of State office, which could be used to promote employment opportunities, resident care services, or other facility initiatives. The Board was informed that the option would provide exclusive healthcare advertising placement for the duration of the contract.
9. Staffing - Teresa reported continued progress in reducing agency staffing, with 18 agency staff currently in the building and additional contracts ending in the coming months. Since the last meeting, Meadow Brook has hired 24 new employees while nine employees separated from service, resulting in a strong positive hiring trend. Teresa noted that recruitment efforts remain successful, with many new hires coming from local communities and neighboring healthcare facilities.
10. THANK YOU! The nursing staff have been incredibly grateful for the wage increase and wanted their sincere appreciation shared with the Board. The increase has boosted morale and reinforced that their hard work and commitment to our residents is recognized and valued.

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

1. Fire / Life Safety Issues: Alan reported that recovery efforts following the Jordan House fire are progressing well. The Maintenance Department completed a post-incident review and implemented additional safety measures, including the installation of rooftop fire extinguishers and enhancements to contractor work permit procedures.
2. Physical Plant / Environmental: Several facility improvement projects continue to move forward, including the door access control replacement project. New RFID badge access is being implemented as part of the upgrade, with door installations progressing floor by floor. Once completed, staff will transition to RFID badge access throughout the facility. Alan noted the project will replace aging equipment and improve security and reliability.
3. Additional projects include the transition to a new oxygen supplier, a facility-wide LED lighting upgrade fully funded through Consumers Energy and continued planning for the HVAC replacement project. Overall, facility infrastructure, safety initiatives, and capital projects continue to progress as planned.
4. Water Management: Alan also reported that required water quality testing has been successfully completed, the facility remains in excellent standing with regulatory requirements
5. Department Update: Maintenance Department remains fully staffed.

Paige Windish, Meadow Brook Finance Director, reviewed with the Board the June 2026 Financial Reports:

1. Census: June 96.5% vs. May 93.2% YTD 2026 94.7% and Budgeted 90%.
2. Net Loss/Gain: June Net Loss (\$110,960.00) vs. May \$2,231,087.00 YTD 2026 Net Loss (\$561,392.00).
3. Cost Per Patient Day for June \$604.73 vs. May \$642.63 YTD 2026: \$620.37.

4. Accounts Receivables Balance: June \$1,551,759.00 vs. May \$1,731,921.00 (29 days).
5. Private Pay Past Due Accounts: June \$77,226.69 vs. May \$60,756.69.
6. Restricted Funds Balances: June \$814,921.88 vs. May \$814,917.02.
7. Depreciation Fund Balances: June \$818,829.10 vs. May \$817,364.57.
8. Meadow Brook Debt Retirement Balance: June \$11,393.46 vs. May \$11,386.44.
9. General Cash Balance: June \$16,651,254.24 vs. May \$17,189,165.60.
10. Contingency Fund Balance: June \$924,509.26 vs. May \$920,488.22.
11. Bond Debt Retirement Fund Balance: June \$838,772.50 vs. May \$838,772.50.
12. Meadow View Apartments Report: June Net Gain \$792.89 vs. May Net Loss (\$4,809.32) Occupancy at 98% YTD Net Gain \$354.50.
13. Contacted by Carol Wright, State of Michigan Auditor, that we will start our 2024 State of Michigan Audit on September 28, 2026.
14. Elevator Project is still in progress to get the deposit paid to keep the project on track for April 1, 2027. We are still waiting on subcontractor quotes for a final proposal number to figure out the 20% down deposit.
15. Direct Care Worker has been a hot topic at the State, and they are working on new legislation for reimbursement process going into 2027. In short – the reimbursement for DCW will not work as it has in the past. The reimbursement will tentatively be built into the Medicaid rate. Meaning we will only get reimbursed the \$3.40 & \$ 0.85 only for the Medicaid days that the facility has. Looking at 2025 numbers, we would tentatively retain about 82% of the revenue received for DCW. We anticipate the VCL increase to compensate for the lost DCW revenue (~\$13/day). MCMCFC Council, HCAM and Plante Moran are working with the State to advocate for the MCF's. All MCF's may be submitting an amended 2025 Cost Report so that DCW wages are not offset by the revenue and appropriately increases the Medicaid rate. I will keep you updated as we get more information from the State, MCMCFC Council and Plante Moran.
16. Spoke with Jon Lanczak from Plante Moran about out tentative Medicaid Rate for 10/01/2026 – we are tentatively looking at \$477.66 but it could change based on what information we receive about DCW. We may need to increase Private Pay rate based on what we get for an increase for DCW.

Motion to approve the June 2026 Financial Report made by Melissa Zelenak, seconded by Gary Muller, all yeas, motion carried.

Motion to approve the July 2026 Invoices and Check Register for the total amount paid \$1,257,327.04 made by Melissa Zelenak, seconded by Gary Muller, all yeas, motion carried.

Motion to approve June 2026 Meadow View Apartment Financials made by Fred Harris, seconded by Melissa Zelenak, all yeas, motion carried.

Motion to adjourn at 12:58 p.m. made by Melissa Zelenak, seconded by Gary Muller, all yeas, motion carried.

Fred Harris, Chair

Maureen Clore, Secretary to the Board