

11/19/07

The Regular meeting of the Meadow Brook Governing Board/Antrim Co. Human Services Board was held on Monday November 19, 2007 at Meadow Brook Medical Care Facility. Chair-Mike Paradis called the meeting to order at 10:00 a.m. Those present were Mike Paradis- Chair, Patty Lowery-Vice Chairman, Bill Holland, Board Member Dave Howelman - Liaison from the Antrim County Board of Commissioners, Marna Robertson, Meadow Brook Administrator, David Schulz, Meadow Brook Director of Administrative Services, Bonnie Richards, Meadow Brook Director of Health Information Services, E.J. Jones - Meadow Brook Social Worker and Fred Harris , Director Antrim and Kalkaska Offices of the Michigan DHS and non voting Secretary to the Board.

Motion to approve minutes of the 10/30/07 Meeting, Mike Paradis, seconded Patty Lowery, all yeas, motion carried.

Board Chair Mike Paradis reported on a successful (for all parties) conclusion to the recent Labor negotiations.

Fred Harris shared a recent set of Emails he sent to the Northwest Michigan State Legislative delegation and up channels within the Michigan Dept. of Human Services regarding the potential for serious problems within the Adult Home Help Provider Program. Fred also offered suggestions for improving the situation.

Marna Robertson reported to the Board the 11/13/07 Administrative Report including updates on:

1. Union negotiations
2. Update on IKON Data Systems Management phase I onsite analysis
3. Report on Halloween Open House 10/31/07- very successful!
4. Report on Comprehensive safety Meeting 11/13/07- established the 2008 goals. Elopement risk and the alarm system will be focus areas.
5. Noted that Marna, Cheryl and David will be attending the MCMCFC conference 12/6/07 in Mt. Pleasant.
6. Meadow Brook Thanksgiving family dinner 11/20/07.

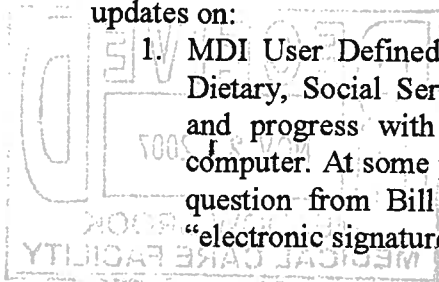
Marna reported on updates with the Wise Estate where there may be some potential additional funds coming to Meadow Brook.

Bill Holland sought clarification on a potential licensing citation issue with patients who opt for dietary or other patient care options –the liability exists in the fact that the facility must continually and consistently advise the patient of any risks in their choices.

Marna Robertson reported that Whooping Cough is a risk right now in the community.

Bonnie Richards presented to the Board the 10/22/07 Corporate Compliance Report with updates on:

1. MDI User Defined Assessments (UDA's) – UDA's implemented for Nursing, Dietary, Social Services and Activities. Will continue with further assessments and progress with entry of "charting"/nursing assessments directly into the computer. At some point we will utilize online only vs. hardcopy. In response to a question from Bill Holland, Bonnie updated the Board on possible dates for "electronic signature"



2. Report on IKON Document Management's on-site data collection and assessment. A report of findings and recommendations will follow in December.

David Schulz reviewed with the Board the August Financial Report with updates on:

1. September Census 99.8%%
2. Net Gain for the month is \$22,893.00 and Year to Date is \$399,395.00
3. Cost Per Patient Day is \$250.20
4. Accounts Receivables Balance is \$905,380.00 at 38 days.
5. Private Pay Past Due Accounts total \$89,329.74
6. Restricted Funds Balances - \$853,119.60
7. Depreciation Funds Balances - \$926,334.57
8. General Cash / Contingency Fund Balances - \$2, 516,008.21
9. Meadow View Apartment Financial Report- actual YTD gain \$2,508.61.

David Schulz updated the Board on other Meadow View Apartment items and potential service improvements.

Board Chair Mike Paradis and Dave Howelman updated Board on the status of the transfer of responsibility for Meadow View Apartments . This will be a topic at the 12/10/07 Board meeting.

Motion to pay Meadow Brook bills by Patty Lowery, seconded by Mike Paradis. All yeas, motion carried.

Motion by Mike Paradis, Seconded Patty Lowery to move to Executive Session for the purpose of discussing recent contract negotiations/legal counsel, all yeas, motion carried.

Motion by Mike Paradis, Seconded Patty Lowery to move to return to Regular Session, all yeas, motion carried.

Motion by Bill Holland, seconded by Patty Lowery to ratify the pending labor agreement effective 11/1/07 all yeas motion carried.

Motion Mike Paradis seconded Patty Lowery to increase non-represented staff wages by 2.75% with the same fringes and benefits as the represented staff, effective 11/4/07 all yeas motion carried

Motion to adjourn, Mike Paradis, seconded by Patty Lowery. All yeas, motion carried.

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Mike Paradis, Chair

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Fred Harris, Secretary

