

11/25/08

The Regular meeting of the Meadow Brook Governing Board/Antrim Co. Human Services Board was held on Tuesday, November 25, 2008 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, Patti Lowery-Vice Chair, Marna Robertson, Meadow Brook Administrator, Dave Howelman - Liaison from the Antrim County Board of Commissioners, David Schulz, Meadow Brook Director of Administrative Services, Cheryl Patton -Director of Nursing, Bonnie Richards – Corporate Compliance Officer, Anne Walsh - Food Service Director; John McCleese - Director of Maintenance, and Rhonda Groeneveld, Acting Secretary to the Board.

December Board meeting is Monday, December 8, 2008 at 6:00 p.m.

Motion to approve minutes of the 10/28/08 Regular Meeting Michael Paradis, seconded Patti Lowery, all yeas, motion carried.

Marna Robertson reviewed with the Board the 11/12/08 Admin. Report including updates on: 1. 2nd Union negotiations - 11/19/08. 2. Quarterly East Jordan Physicians Meeting- 11/11/08, 3. 11/14/08 District II meeting, 4. Adoption of Safety Manual, 5. Administrator's Contract due; details to be reviewed at the 12/8/08 meeting, 6. Self reported incident, 7. Halloween was a huge success. 8. David and Marna attending Financial Conference on 12/4/08 on Bench Marking Cost Reports, 9. Eric Conway sent a letter on Meadow Brook Audits.

Mike Paradis motioned to support the tentative agreement that has been signed by the Teamsters. Seconded by Patty Lowery, all yeas, motion carried.

Mike Paradis motioned to extend to the non-union employees a 2.75% wage increase. Seconded by Patty Lowery, all yeas, motion carried.

Cheryl Patton reviewed with the Board the Nursing Report with updates on: 1. Staffing – hired 3 new RN's, 2. Continuing to interview CNA's, 3. Physician Services – Lab Issues, 4. Behavior Management Issues, 5. Facility Reported Incident, 6. Breakfast Program on Blue Jay Lane.

Bonnie Richards reviewed with the Board the Corporate Compliance report with updates on: 1. Updates on the Optimus EMR clinical system. GO Live is scheduled for 12/9/08. Training of the staff begins next week.

John McCleese reviewed with the Board the 11/17/08 Maintenance Report with updates on: 1. Repairs to the truck, 2. Plans to consolidate the five chemical back-fill stations into one station thus reducing the number of required backflow prevention devices and eye wash stations- a proposal for this will be coming to the January meeting.

Mike Paradis motioned to move into closed session.

Mike Paradis motioned to reconvene regular meeting.

David Schulz reviewed with the Board the September '08 Financial Report with updates on:

1. Census 98.8% for the month and YTD 98.2% YTD as Budgeted 96%.
2. Net Loss/Gain for the month is +\$88,347 and YTD is +\$597,847.

3. Cost Per Patient Day is \$247.14 in '08 vs. in '07... \$ 252.21.
4. Accounts Receivables Balance is \$695,263 at 30 days while past month \$743,146 at 32 days.
5. Private Pay Past Due Accounts total \$89,830.32 while past month \$91,218.36.
6. Restricted Funds Balances \$889,032.62 while past month \$888,996.37.
7. Depreciation Funds Balances: \$ 656,957.24 while past month \$655,822.02.
8. General Cash / Contingency Fund Balances - \$2,787,378.37 while past month \$2,781,488.55.
9. Meadow View Apartments Report: 1. Net loss for month \$3,540.86, net loss YTD (\$8,609.34). David will be requesting updating of the flooring in some units.
10. Discussed quote from Temperature Control to do the Back Flow preventors and combined Chemical Fill Station comes in at \$11,278.00.

Motion to approve Temperature Control bid to not exceed \$13,000.00 by Mike Paradis, seconded by Patty Lowery. All yeas, motion carried.

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

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

Mike Paradis, Chair

Rhonda Groeneveld, Acting
Secretary to the Board