

5/27/08

The Regular meeting of the Meadow Brook Governing Board/Antrim Co. Human Services Board was held on Tuesday, May 27, 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, 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, Cheryl Patton -Director of Nursing, Anne Walsh - Food Service Director, Bonnie Richards, Meadow Brook Director of Health Information Services, John McCleese - Director of Maintenance , E.J. Jones - Meadow Brook Social Worker, Ken Thompson-Systems Dir 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 4/29/08 Meeting, Mike Paradis, seconded Patty Lowery, all yeas, motion carried.

Fred Harris updated the Board on his major issues and activities in the month and noted that with a new permanent Director hired in Grand Traverse/ Leelanau effective 6/2/08 his Acting DHS Director duties there will be ending soon

Marna Robertson reviewed with the Board her 5/20/08 report including: 1. The review and discussion of the IKON proposal for the electronic document management. 2. MCF-Spring Conference 5/19 thru 5/22. 3. Update on- Employee Assistance/Wellness efforts, 4. Budget review and development efforts and 5. Preparation for the annual licensing survey by DCH.

Ken Thompson-Systems Dir reported on....

Cheryl Patton reviewed with the Board the 1/22/08 Nursing Report with updates on: 1.

Board Chair Mike Paradis signed the minutes of the... Committee meeting minutes.

Bonnie Richards presented to the Board the Corporate Compliance Report with updates on:

1. MDI Electronic record-the charting module and ongoing discussion of outstanding issues per the MDI Workgroup.
2. Preparation for State Survey in terms of the mixture of digital and hard copy record keeping and back-up/security issues.
3. IKON Office Solutions, Document Lifecycle Strategy Assessment-on-site demo of Project Plan 4/16/08, demo of proposed solutions for physicians orders processing and next step-development of Scope of Work for implementation phase.

John McCleese presented the Maintenance Dept. report with updates on:1

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

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

1. Census 97.6 % March and YTD 96.5% YTD as Budgeted 96%.
2. Net Gain for the month is \$95797 and YTD is \$160,422.
3. Cost Per Patient Day is \$263.18 vs. in '07... \$ 252.21.
4. Accounts Receivables Balance is \$935,238 at 37 days.
5. Private Pay Past Due Accounts total \$111,985.55
6. Restricted Funds Balances \$869,001.23
7. Depreciation Funds Balances - \$ 659,084.06
8. General Cash / Contingency Fund Balances - \$2,651,976.63
9. Meadow View Apartment Financial Report- actual YTD loss \$6,210.06.

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