

6/24/08

The Regular meeting of the Meadow Brook Governing Board/Antrim Co. Human Services Board was held on Tuesday, June 24, 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, E.J. Jones - Meadow Brook Social Worker, Ken Thompson-Systems Dir, Ben McGuire, Network Admin. 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 5/27/08 Meeting, Mike Paradis, seconded Patty Lowery, all yeas, motion carried.

Fred Harris solicited questions from the Board regarding his recent 6/9/08 letter on his major areas of focus in the month.

Motion by Mike Paradis, seconded by Patty Lowery to approve the proposed County Social Welfare Fund Budget of \$10,000 for 2009, all yeas, motion carried.

Marna Robertson reviewed with the Board her 6/16/08 report including updates on:

1. IKON- their proposal for electronic documentation and storage (to be discussed further later).
2. County vision session held on 5/27/08.
3. The State survey is soon to happen.
4. 2009 Budget finalization/review.
5. Preparing for Jamboree 7/17/08.

Marna and staff updated the Board regarding the status of the facilities efforts to move in the direction of electronic charting and electronic document storage. Some potentially serious problems with the Clinical aspect of the MDI software that have come to light. Owing in part to this fact, there is a Management Team committee of internal Meadow Brook experts fully considering all alternate software and storage vendors and software packages.

Marna Robertson reviewed with the Board the concerns with (Michigan) House Bills 6251-6256 and 6261 and efforts underway to provide information to our legislative delegation regarding these bill.

Cheryl Patton reviewed with the Board the 6/16/08 Nursing Report with updates on: Nurses Aide and other Nurse staffing-outreach efforts, Computerization-visit to Grandvue MCF to observe the clinical part of their software (American Data System) and "Accunurse" voice data system demo 6/18/08., Palliative Care Work Group-a forth meeting is upcoming (progress is good here) and update on the upcoming State Survey.

Marna updated the Board on Maintenance issues including: Exterior doors/security, security systems (finalizing bid process), air handling improvements underway, proactivity with regard to Meadow View and zoning.

David Schulz has met with Antrim County Zoning staff as a preliminary to any change in use of any portion of the Meadow View facility.

Marna Robertson presented a letter from Michelle Gaylord to the Board thanking them for their support of the Meadow Brook Relay for Life team in raising funds for Cancer Treatment and Cure.

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

1. Census 99 % for the month and YTD 97.2% YTD as Budgeted 96% .
2. Net Gain for the month is \$113,624 and YTD is \$274,044.
3. Cost Per Patient Day is \$258.53 vs. in '07... \$ 252.21.
4. Accounts Receivables Balance is \$861,374 at 35 days while past month \$935,238 at 37 days. David noted the excellent performance of staff (Jill and Monica) in this area.
5. Private Pay Past Due Accounts total \$103,961 while past month \$111,985.55
6. Restricted Funds Balances \$887,187.96 while past month \$869,001.23
7. Depreciation Funds Balances : \$ 648,313.52 while past month \$ 659,084.06
8. General Cash / Contingency Fund Balances - \$2,756,512.03 while past month \$2,651,976.63. There was discussion about which funds would be best to be used to deposit the State Quality Assurance Supplements-it was agreed to account for this in the Depreciation fund.
9. Meadow View Apartment Financial Report- actual YTD net cost \$30,749.62 (this reflects absorbing the annual insurance charge for the year in one month). There is only one vacant Meadow View apartment.

Motion by Mike Paradis to approve write off of uncollectible accounts totaling \$9,123.21 per 6/24/08 memo/resolution, seconded by Patty Lowery all yeas motion carried.

David Shultz and Marna Robertson reviewed with the Board the proposed 2009 Meadow Brook Budget including all planning assumptions , including unknown factors-revisions may be likely.

Motion by Bill Holland to approve this 2009 Budget, support by Patty Lowery , all yeas motion carried.

It was noted the proposed 2009 capital budget will be forthcoming.

Motion to pay Meadow Brook bills by Mike Paradis, seconded by Patty Lowery. 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