

8/26/08

The Regular meeting of the Meadow Brook Governing Board/Antrim Co. Human Services Board was held on Tuesday, August 26, 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 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, Bonnie Richards – Corporate Compliance Officer, John McCleese - Director of Maintenance 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 7/22/08 Meeting, Bill Holland, seconded Patti Lowery, all yeas, motion carried.

Fred Harris updated the Board on areas of focus for him in the last month.

Marna Robertson reviewed with the Board her 8/14/08 report including updates on:

1. MDCH Survey results, cited for F-252 Environment, F-356 Posting of Nursing Staff Hours, F-176 Self-Administration of Medications and F-329, Unnecessary Medications-the plan of correction has been accepted. Fire Marshall cited us for two minor items-plan of correction accepted.
2. Received letter of discontinuation of services from Select Rehab-seeking a replacement. North Shore Therapy and individual therapists will be utilized.
3. . Building Department Updates.
4. M.B. building rehabilitation strategy to be presented at the September meeting.
5. With regard to electronic records, a decision has been made to forward using "Optimus EMR".

Dave Howelman inquired about the possibility of Meadow Brook offering "Adult Day Care". There was an extensive discussion as to possible options including future M.B. building/service strategies.

Cheryl Patton reviewed with the Board the 8/18/08 Nursing Report with updates on: 1. Staffing-current recruitment efforts, 2. MDCH Plan of Correction for F-356 and F-176 – already in-serviced and to be fully implemented 9/1/08. 3. Career Enhancement Committee-three received tuition reimbursement and one for the Career Enhancement program, 4. Cheryl attended (via scholarship) a conference -"Culture Change in the Long Term Care Environment". 5. The State is on-site for a routine investigation.

Bonnie Richards reviewed with the Board the 8/15/08 Corporate Compliance report with a report on progress with Electronic Health Records: Completed the search for options including 3 demos and 2 site visits, Selected Optimus EMR, and plan to implement phase 1 of clinical systems in September.

John McCleese reviewed with the Board the 8/18/08 Maintenance Report with updates on: 1. Two minor Fire Marshall citations, 2. Access Control project (outside locks)is now complete and 3. Wander Guard System and Dishwasher project updates, 4.Update on needs to replace a front door.

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

1. Census 98.8% for the month and YTD 97.7% YTD as Budgeted 96% .
2. Net Loss/Gain for the month is +\$88,566 and YTD is+\$305,934.
3. Cost Per Patient Day is \$253.13 vs. in '07... \$ 252.21.
4. Accounts Receivables Balance is \$788,857 at 32 days while past month \$840,205 at 34 days.
5. Private Pay Past Due Accounts total \$76,633.42 while past month \$86,403.92.
6. Restricted Funds Balances \$882,127.75 while past month \$881,634.58.
7. Depreciation Funds Balances : \$ 557,467.36 while past month \$ 556,433.17
8. General Cash / Contingency Fund Balances - \$2,769,480.37 while past month \$2,763,783.36.
9. All Meadow View units are rented.

David Schulz reviewed with the Board the total proposed cost of the "Dishwasher project" with added budgetary costs required (to accommodate installation) -the Board approved this change.

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

Board Chair Mike Paradis signed the minutes for the 7/8/08 Quality Assurance meeting and the 8/19/08 Behavior Management meeting.

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

Mike Paradis, Chair

Fred Harris, Secretary