

Houghton County DHHS Board Meeting Minutes (MCF Portion)

April 17, 2025

The regular meeting of the Houghton County Department of Health and Human Services Board (Medical Care Facility Portion) was held at the DHHS offices in Houghton, MI on April 17, 2025 beginning at 09:17 a.m.

Present: Ed Jenich, Chairman
Christy Hilgers, Vice Chair
Tom Tikkanen, County Commissioner Liaison
Roy Britz, County Commissioner Liaison
Adam Laplander, CEO/Administrator - Secretary
Jodi Nuttall, Director of Nursing
Ashley Kuru, Chief Financial Officer
Kara Destrampe, Director of Operations
Jeffrey Lehtola, Director of Facilities

Absent: James Tervo, Board Member

The agenda was adopted and the minutes from the March 2025 meeting of the Houghton County Department of Health and Human Services Board (Medical Care Facility portion) were reviewed and approved as written.

Public comment: None

The March 2025 MCF Vouchers were reviewed and approved.

The CEO/Administrator welcomed Ben Larsen from Moyle to speak to the Board about leasing Canal View ~ Houghton County Property. Moyle is interested in a long-term lease at \$5,000/year for x number of years, whether it be five years, ten years or whatever the Board is interested in. They hope that consideration is taken as their project has been approved by all parties and is moving forward. Canal View will update Ben next month when all Board members are present and have time to discuss.

The CEO/Administrator presented to the Board the ballot language for the millage renewal. The CEO/Administrator received the language prepared by lawyer from Warner Norcross and Judd. The current mills were received from the Equalization Department of Houghton County, currently 2.2277 mills for 2024 as well as the estimated taxable revenue at \$2,973,155. The Board will wait until early May when the 2025 mills and estimated taxable revenue are received by the Equalization Department to finalize the ballot language.

The CEO/Administrator updated the Board as to the Facility's current occupancy status and average occupancy rates for March 2025. The CEO/Administrator updated the Board on the current inquiry list numbers.

The CEO/Administrator updated the Board on Mediation with the Independent Nurses Union. The Union and the Facility came to a tentative agreement on the proposal and the Union had a meeting on

Houghton County DHHS Board Meeting Minutes (MCF Portion)

April 17, 2025

April 10, 2025 at the Facility. It is unclear if the Union voted and the Facility has not received a counter proposal from the Union. The CEO/Administrator spoke to lawyer Grant Pecor on 4/16/2025. The Facility has a few different options. The Facility can wait to see if there is a counter proposal from the Union. The Facility can reach out to the Union to move forward or the Facility can request fact finding. The CEO/Administrator will contact the Union President to see where the Union is at with the current proposal.

The CEO/Administrator updated the Board that a change was made to the current PTO Policy. The facility will keep the usage at 120% in lieu of the new ESTA bank not being paid out to employees upon resignation, retirement. The CEO/Administrator updated the Board that the current No Smoking Policy is being reviewed by the Facility lawyer at Warner Norcross and Judd. Signs were ordered and have arrived and the Union will be notified in advance of the policy being rolled out. Staff will be informed of the smoking cessation options offered by the Pool health insurance.

The CEO/Administrator updated the Board that the Facility continues to work on a restructuring plan and that a call is scheduled for 3pm on April 17, 2025 with Plante Moran. Plante Moran has a dedicated team that has completed restructuring in other Facilities. The CEO/Administrator will update the Board at the May Board meeting on restructuring progress made.

The CEO/Administrator updated the Board that currently it appears the State of Michigan will continue the Hazard Pay for Fiscal Year 2026. It doesn't appear that the State has come up with a plan on how to incorporate those wages into the Medicaid rate at this time. The CEO/Administrator updated the Board that Resident Care Coordinators and Clinical Charge Nurses are still receiving the Hazard pay that is not reimbursed by the State. The cost of paying this over the last year was estimated at \$60,000. The Board will be updated when notification is received if the hazard pay is extended and a decision will be made then on how to proceed.

The CFO distributed the March financial statements to the Board and they were reviewed. A motion was made by Christy Hilgers and supported by Ed Jenich to accept the financial reports. Motion passed. The CFO also updated the Board on the current A/R aging as well as the current Audit updates.

The Board approved purchasing two ice machines, one refrigerator, and one freezer from Direct Supply to replace failed equipment in the Dining Towers. The cost of the order is \$29,168.47. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

The Board approved the requirement of having an engineer oversee the water main project. The Facility received two quotes – one from Traverse Engineering at an estimated cost of \$16,500 - \$19,000, and one from UP Engineers & Architects at a cost of \$12,925. Motion made by Christy Hilgers and supported by Ed Jenich to move forward with UP Engineers & Architects. Motion passed.

The Board approved the quote from Northern Heating and Plumbing for the elevator sumps at a cost of \$7,130. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

The Board approved the quote from Keweenaw Power and Lite to provide electrical and fire suppression for the new elevators at a cost of \$93,390. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

Houghton County DHHS Board Meeting Minutes (MCF Portion)
April 17, 2025

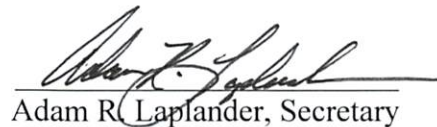
The Board approved the contract with Lebenbom & Rothman Consulting at a cost of \$538/month for FY25. The CEO/Administrator will reach out to Lebenbom to come on site during the summer for a mock annual survey audit. Motion made by Christy Hilgers and supported by Ed Jenich. Motion passed.

The Board was updated on the facility's cost savings initiative. The facility will see a cost savings of approximately \$15,000 by moving forward with Microsoft Office 2021 volume licensing purchases as opposed to previous purchasing practices for Microsoft Office 2016.

There being no further business the Board adjourned at 10:27 a.m.



Ed Jenich, Chairman



Adam R. Laplander, Secretary